

**PLANNING BOARD**  
**Town of Kirkwood**  
**70 Crescent Drive**  
**Kirkwood, NY 13795**

**November 8, 2021**  
**Meeting Minutes**

Present:        Marchie Diffendorf, Chairman        Brady Begeal, Attorney  
                 Mike Maciak, Associate Member  
                 Dan Wasson, Member  
                 Kevin Balachick, Member  
                 Gordie Woolbaugh, Member

Absent:         Jim Bukowski, Member  
                 Matt Williams, Associate Member  
                 Chad Moran, Building & Code Inspector

Chairman Diffendorf called the meeting to order at 7:00 PM.

**APPROVAL OF MINUTES:**

Motion to approve the minutes of the October 12, 2021 meeting as submitted.

All voted in favor. Motion Carried.

**E.A.F. DETERMINATION – LES SEIDEL:**

Chairman Diffendorf commented that before the meeting the applicant checked a few issues that were on the EAF form that he filled out. On the form #5 should be yes to both A and B and also #13 is changed from yes to no. The applicant has initialed both changes and is included in the file.

Mr. Begeal reviewed Part 2 with the Board Members and the Members answered no to all questions. Chairman Diffendorf stated in Part 3 the second box should be checked. A copy of the complete Short EAF is included in the file.

Motion by Gordie Woolbaugh and seconded by Dan Wasson that the Planning Board, as lead agency in this Unlisted Action, declare a negative declaration for the purpose of SEQR, since based on the review of the short form EAF and the updated site plan, the proposed action will not result in any significant adverse environmental impact in the Town of Kirkwood.

Roll Call Vote:	Mike Maciak	Yes
	Kevin Balachick	Yes
	Gordie Woolbaugh	Yes
	Dan Wasson	Yes
	Chairman Diffendorf	Yes

Motion carried.

**SITE PLAN REVIEW – LES SEIDEL:**

Mr. Les Seidel was present.

Chairman Diffendorf explained that Mr. Begeal had requested the previous site plan review that was done in June 2020 and he has come up with a few comments. Mr. Begeal explained that the first site plan review had a couple of conditions attached to the approval. His comment was to only confirm those conditions were met since the last approval. If not, they should be met before approval is given here. Chairman Diffendorf stated he spoke to Chad today and he said they have been. Mr. Begeal stated just for the record let's make sure we know what they are. First, additional drainage improvement. Les Seidel explained that there is a ditch on the road above his property so he dug a ditch between the apartment house and his office, which took up a lot of the water. There is still some water that comes down through there. He wants to continue the ditch even farther but hasn't had a chance to get to that yet. It is definitely an improvement there. Chairman Diffendorf asked if more is to be done and Mr. Seidel stated yes. He wants to tie the ditch into the top. Mr. Begeal explained that if it is approved tonight he should provide an updated site plan showing the new ditch and the planned extension of it, which would be a condition of approval. Mr. Seidel stated there isn't much more to do up there.

Chairman Diffendorf stated with the landscaping, the new building will be behind the storage units so there wouldn't be any landscaping added. Mr. Seidel stated once the building is up there will be top soil. Chairman Diffendorf asked if he would continue the blacktop driveway to the new building and Mr. Seidel stated yes, there will be about four more feet, once the building is in and it will match the existing paving.

Kevin Balachick asked if the building will be at the existing grade and Mr. Seidel stated the exact same grade as the storage mall. Chairman Diffendorf stated you will have to bring in some fill and Mr. Seidel stated yes.

Chairman Diffendorf stated the sign is already there and it looks good. Chairman Diffendorf asked if it is going to be a pole barn and no slab or concrete and Mr. Seidel agreed. Chairman Diffendorf asked if it will be for larger items and Mr. Seidel stated trailers or boats. Currently he has 10X10 and people want 10X15 or 10X20.

Mr. Begeal asked if there were other parking spaces on the property for the storage and Mr. Seidel stated it is just a continuous drive around the building. Mr. Begeal asked if there was parking in front of the office and Mr. Seidel stated yes. Mr. Begeal asked if there was lighting and Mr. Seidel stated there is lighting on the outside of the building but no electric inside the units.

Chairman Diffendorf and Mr. Begeal reviewed the conditions as follows:

1. Drainage improvements will be included on an updated plan.
2. Location of lighting, the parking spaces in front of the office, and landscaping will be included on the updated plan.
3. Show the driveway up to the new pole barn on the updated plan.

Motion by Mike Maciak and seconded by Kevin Balachick to approve the site plan with the following conditions:

1. Drainage improvements will be included on an updated plan.
2. Location of lighting, the parking spaces in front of the office, and landscaping will be included on the updated plan.
3. Show the driveway up to the new pole barn on the updated plan.

Roll Call Vote:	Mike Maciak	Yes
	Kevin Balachick	Yes
	Gordie Woolbaugh	Yes
	Dan Wasson	Yes
	Chairman Diffendorf	Yes

Motion carried.

Motion by Kevin Balachick and seconded by Gordie Woolbaugh to adjourn the meeting. The meeting was adjourned at 7:19 pm.

Respectfully Submitted,

Mary Kay Sullivan  
Secretary, Kirkwood Planning Board

cc: Planning Board Members  
Kelley Diffendorf  
John Finch, Jr.  
Chad Moran  
Scott Snyder  
Katie Legg  
Bob McKertich