

PLANNING BOARD

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

September 9, 2026

Meeting Minutes

Present:	Adisen Harden, Member	Bob McKertich, Attorney
	Jason Maxian, Member	David Paquale, Ad Hoc Member
	Mike Maciak, Member	Gina Middleton, Attorney
	Dan Wasson, Member	Chad Moran, Building & Code Officer
	Gordie Woolbaugh, Chairperson	

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

APPROVAL OF MINUTES:

Minutes from the July 8, 2026 were approved as submitted. All voted in favor.

E.A.F. – VINCENT MILES DBA BINGHAMTON BRAKE AND TIRE:

Chairman Woolbaugh explained that based on the information we have there are no changes to the building space.

Mr. McKertich explained that under the SEQR regulations the reuse of a commercial structure, where the commercial structure is a permitted use under the zoning code, is considered a Type II action, which means you don't need to conduct a SEQR review, you don't need to review the EAF forms. You can have a motion to designate it as a Type II action.

Motion by Jason Maxian and seconded by Dan Wasson to declare the project a Type II Action and no further SEQR review or action is required.

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion Carried.

SITE PLAN REVIEW – VINCENT MILES DBA BINGHAMTON BRAKE AND TIRE:

Dan Wasson asked how many cars will they have there at once and Vincent Miles explained they are thinking 10 cars a day, when everything is up and running and goes as planned. There is only one bay. Dan Wasson asked if they are occupying it right now and Vincent Miles stated they were. Dan Wasson commented he noticed some down there with no plates on them and Vincent Miles explained he personally does a few cars himself. They moved from Binghamton and they did have a lot of vehicles. Mostly everything they have is inside the building or out back fenced in with a covering. Anthony Miles explained they do work for dealerships so every now and then they might bring a car down with no plates. They will be keeping things inside, the one that don't have plates on them. They don't want an eyesore.

Mr. McKertich explained that the visual impact is the major concern of the business; with cars there for the employees, customers and the cars that are being worked on. Is there any other category of cars and Vincent Miles stated that is all, they will utilize the outdoor storage area for cars that are waiting to get picked up or ones being dropped off. It is all fenced in. Everything that gets dropped off and they can't get to it they like to put it in the back so not to mess with the visual aspect of the building and the land area around it. Mr. McKertich asked of those categories which cars will be parked in the front of the building and Vincent Miles stated just the customers coming in and the employee vehicles. Mr. McKertich asked any cars that are being worked on will be in the rear of the building and Vincent Miles stated all inside or in the rear of the building, no operations would occur in the parking lot or even outback in the storage area. Any cars that are waiting for pickup or dropped off will be in the back.

Chairman Woolbaugh asked what is the capacity of vehicles between inside and out and Vincent Miles explained in the parking lot there are 18 spaces, just for customers to park and outback they could fit nine cars, and 7-8 vehicles inside the building.

Chairman Woolbaugh commented that on the 239 review, one of the responses was nothing in the right-of-way. Also, any double containment for any fluids on the premises, which is all DEC regulated. Vincent Miles explained everything they will have will be stored in appropriate containers, disposed of the same day.

Chairman Woolbaugh asked if they were going to do tires as well and Vincent Miles stated yes. Chairman Woolbaugh asked the tires they are removing where will they be stored, indoors or under a roof and Vincent Miles stated yes they have a decent size storage area inside, which is where they plan to store all tires. Vincent Miles stated they will have containments on site and a spill response kit.

Chairman Woolbaugh commented there is a picture of a sign and asked Chad Moran if he was all set with that and Chad explained he would have to get the sign permit and take down the Bobcat signs.

Chairman Woolbaugh asked if there would be any additional landscaping and Vincent Miles explained currently where the sign is there is a big planter, 6X6, they have put some plants and flowers in there and re-mulched it. He is looking to put some planters on the sidewalk in front of the building, if they can fit it in. There isn't much space between the parking spaces and the building.

Chad Moran explained currently there is a stop work order for working before the site plan review. There are three garage doors so at any one time you can only have no more than three unlicensed unregistered vehicles. Anything over that has to be inside, Vincent Miles agreed. Chad Moran said he would lift the stop work order if this goes through, then they need to schedule a fire inspection.

Motion by Dan Wasson and seconded by Adisen Harden to approve the site plan.

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion Carried.

REPORT AND RECOMMENDATION – SOLAR ENERGY SYSTEMS MORATORIUM:

Mr. McKertich explained that last year the Town Board put a one-year moratorium on solar farm construction and that moratorium will expire in the middle of October. They are looking to impose another moratorium, this time it would be 6 months, which is pending before the Town Board with a public hearing scheduled for the end of this month. As part of the process the Town Board wants a report and recommendation from the Planning Board whether or not to approve this extended moratorium. This will exempt out any pending applications.

Motion by Jason Maxian and seconded by Adisen Harden to recommend to the Town Board a temporary 6-month moratorium on the development and construction of solar energy systems.

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion Carried.

Motion by Mike Maciak and seconded by Dan Wasson to recess this meeting for an attorney client session.

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion Carried.

The meeting was adjourned at 8:03 pm.

Respectfully Submitted,

Mary Kay Sullivan
Secretary, Kirkwood Planning Board

cc: Planning Board Members
Kelley Diffendorf
Poe Williams
Chad Moran
Bob McKertich
Katie Legg
Rick Pedro