

**TOWN OF KENDALL PLANNING BOARD  
MEETING MINUTES**

**Tuesday, November 26, 2024 at 7:00 p.m.**

ROLL CALL:	Chairman Bruce Newell	- present
	Jeff Conte	- present
	Phil D’Agostino	- present
	Jon Gainer	- present
	Mindy Zyra	- present
	Andrew Kludt, Alt.	- absent

Also present: Code Enforcement Officer Hennekey and Recording Secretary Bakutis.

Chairman Newell called the meeting to order 7:00 p.m.

No public present.

**OLD/ACTIVE BUSINESS:** Updates given by Chairman Newell.

a&b) Comprehensive Master Plan and the Farm and Ag Plan, Steering Committee and Consultant Selection. The Town received approval from the Department of State and the Ag and Markets Departments to combine these two efforts into a single effort. There will be only one steering committee and one consultant Chairperson. Chairman Newell told the board he is working with Supervisor Camaratta and Mindy Zyra on the consultant selection they are working on Request For Proposals (RFP) that they can submit to consultant groups. They are also working with Cory Winters, Head of Planning for Orleans County and Emily Royce with the Genesee Finger Lakes Regional Planning Council (GFLRPC). There will be a December 16<sup>th</sup> meeting between Supervisor Camaratta, Chairman Newell, Mindy along with Cory Winters, Emily Royce and their associates.

- c) Waterfront Districts –A at our last meeting a discussion was held regarding farm animals and chickens in the Waterfront Districts and based on comments from this board, Code Enforcement Officer Hennekey and the Zoning Board of Appeals, Chairman Newell took the feedback to the Town Board with the recommendation that leaving the code as is for now would be best. He informed the Town Board it would be best to address this area of concern when the Comprehensive Master Plan needs to be revised.
- d) Updating the code for larger Lakefront and Lakeview lots, the idea of allowing the largest lots in the Waterfront Residential a second accessory building instead of limiting them to only one. The Town Board likes the idea of dealing with them as a variance for the time being. This will have to be addressed in the Comprehensive Master Plan.
- e) Sandra Peragine Subdivision Update – There will be a public hearing scheduled for next month’s meeting.

**NEW BUSINESS: (SITE PLAN REVIEW for Mobiletech Communications, Inc.) Tax ID#31.-2.27**

Cell Tower owners are proposing to install three (3) additional antennas to the existing cell tower and equipment shed located at 1751 W. Kendall Rd. The plans have gone through engineering analysis and have met the requirements for the additional antennas. The engineers have recommended additional bracing. Code Enforcement Hennekey said the project has been completed. The SBA company will inform Code Enforcement Hennekey when the inspections has been completed.

Chairman Newell says with the additional antennas the tower will reach 100% capacity. After review of the site plan and a discussion between board members and Code Enforcement Hennekey, Chairman Newell asked for a motion to approve or deny the application. Jeff Conte moved to approve the application to install the three (3) additional antennas to the existing cell tower and equipment shed located at 1751 W. Kendall Rd., seconded by Phil D'Agostino. All in favor.

**CODE ENFORMCENMENT UPDATE:**

- Code Enforcement Hennekey told the board there may be an upcoming farm labor housing application.
- Individual is interested in the old K & K; he would like to open a sportsman/archery/gun shop. There is no septic, and the County won't allow holding tanks. This individual would like to know the Planning Boards thoughts. He will have to come before the Planning Board for a Site Plan Review. The board expressed interest in working with the interested party.

**TOWN BOARD UPDATE by Chairman Newell in the absence of Town Board Liaison Jennings:**  
The Town Board is continuing to work on the sewer project and water district 11.

**COUNTY PLANNING BOARD UPDATE:**

- Ridgeway – New zoning code for sawmills.
- Barre – Subdivision of land.

Chairman Newell asked the board members if they would consider being an alternate to represent the Town of Kendall at County Planning Board meetings in the event Chairman Newell is unable to attend. Jon Gainer accepted the position.

Training Hours – The requirement of the Town of Kendall is four training hours per year. A member can accumulate hours to carry over to the following year, there is a cap on this

**APPROVAL OF MINUTES:**

Minutes from October 22, 2024 meeting submitted by Recording Secretary Bakutis were reviewed and amended.

**ADJOURNEMENT:**

Mindy Zyra made a motion to adjourn, seconded by Jon Gainer. All in favor. Meeting adjourned at 8:04 p.m.

**NEXT MEETING:**

The next meeting scheduled for Tuesday, December 24, 2024 (Christmas Eve) will be rescheduled to Thursday, December 19, 2024 at 7:00 p.m.

Respectfully Submitted,

Tammy Bakutis  
Recording Secretary