

Planning Board
5 Route 31, P.O. Box 568
Jordan, NY 13080



Town of Elbridge
County of Onondaga
State of New York

**Town of Elbridge Planning Board
May 12, 2026
Minutes**

Members Present: Chairman Marc Macro, Co-Chairman John Stevenson
Members: Steve Walburger, Tim Sullivan, and Sec/Alt
Member Holly Austin

Members Absent: Wendie Smith

Others Present: Joe Frateschi, Esq., Howard Tanner, Mary Jo Davis, Ed
Reid, Doug Reith, Eric Richards, Bob and Pat Carberry, Mike McConnell,
Barbara Marshall, Rob Hill, Matt Provo, John Hourigan

Subdivision
Applicant: Blessed Hope Church
Address: Route 31
Tax Id:

Applicant is ready for Phase II, and applicant confirmed their plan has not changed at all. They will do the parking for an additional 40 spaces.

A motion to ratify the site plan as shown on the map done by Eggleston and last revised July 14 2020 was made by Steve Walburger, seconded by John Stevenson, and all voted in favor.

Subdivision
Applicant: Timothy Fey
Address: Route 5 E
Tax Id: 041.-03-40.1

Applicant did not appear. The Planning Board noted that the project has a stop work order already in place. Site plan approval would be required to get the stop work order lifted. Applicant has an August deadline to get the side toward the cemetery completed.

Subdivision
Applicant: Munro House
Address: Route 5
Tax Id: 039.-02-12.1

All the modifications have been completed to satisfaction. A Certificate of Occupancy is issued tonight and given to the applicants.

Subdivision

Applicant: Hourigan Farms
Address: 967 Old Route 31 (formerly referred to as Reeves Road)
Tax Id.: 24.0-02-13.1

Public hearing will be in June. Holly will advertise.

Subdivision

Applicant: Hourigan Farms
Address: 575 State Route 31
Tax Id.: 30.-03-11.1

This is the old Primrose property. The house and barn would be subdivided out from the land.

The remaining 41 acres will be accessed by the existing farm road off the side road, so there won't be a curb cut on 31.

Public hearing will be in June. Holly will advertise.

Subdivision

Applicant: Hourigan Farms
Address: 6496 Grimes Road
Tax Id: 30.-03-17

2 lot subdivision with a lot line adjustment built into it to add land to the house's property. It's needed to get a driveway to the back parcel. It will prevent the property from being landlocked.

Public hearing will be in June for the subdivision portion. Holly will advertise.

Subdivision

Applicant: Harry Moore
Address: 1866 Route 321
Tax Id.: 42-02-2.1

There are 72 acres, and the applicant is cutting one acre out of the southwest corner of the property. The easements are owned by the State of New York. The railroad runs through the property. The access is from Route 321 and there is a driveway. There is a building on it, and they intend to do a septic system and well. The County already reviewed the project and sent back that they have no comments.

Public Hearing will be in June, and Holly will advertise.

Site Plan Amendment

Applicant: Daniel Kowalik
Address: 598 NY 5
Tax Id.: 04.-03-22.2

Applicant wants to add a single bathroom and septic, and he got the water approved by the Jordan Water District. We took the septic off the plans because the intent was to be cold storage. Applicant will now have to heat the building because of the plumbing. He is planning to do two split units.

We approved it because it was going to be cold storage, and we got pushback because people didn't want retail there.

So the Planning Board needs to review the files and decide what to do with it because of complaints. Counsel recommended the applicant get letters of support from neighbors.

He intends for it to be a locksmith shop, and for storing inventory. He will work in it. He is the owner. It would be a site plan modification so it doesn't require a public hearing but we had a public hearing before, so holding one again seems appropriate to the Planning Board.

Public hearing will be next month, and Holly will advertise.

Applicant asked if the water connection to the road can be done now before the public hearing if there is no interior plumbing done. The Planning Board said that was acceptable, knowing that if it doesn't get approved it would just have to be capped.

PPD

Applicant: Wildwood Events Center
Address: 5740 Fikes Rd, Memphis

The applicant made changes to the plans based on the discussions at the last meeting, and then the Planning Board will share its comments based on conversations with its counsel.

Applicant's representative stated that they are willing to combine it into one lot. The 59.2 acres need to be one lot (will include the two 5-acre parcels). Hours of operation would be to 11 on Friday, Saturday, and holidays rather than midnight.

With regard to site lighting, applicant asked whether solar powered lights would be acceptable. The Planning Board noted that it would have to see the product specs, because some solar lights would dim after 8 hours and in winter that might be problematic. Applicant noted they would open up the trees along the drive and put the lights in the parking lot.

They moved the parking spots out of the driveway and added spots next to the driveway. Applicant asked whether millings were acceptable rather than paving. The Planning Board noted that during the work, it can be millings so they don't get destroyed. The driveway and handicap

spots have to be blacktop, and the first row of parking, and oil and stone is acceptable for the rest. Applicant is concerned with cost of paving all of that at once and wondering if it can be spaced out over time.

The Planning Board noted that the Fire Department will have to bless the driveway. According to the applicant, where the poles are now, if you took 26' they'd be in the neighbor's lawn and there would be a lot of trees coming down. So they are considering whether turnarounds would be acceptable to the fire department. There are code regs for the fire department turnaround and applicant is aware of those.

Proposed uses have been updated: camping would be limited to tent and cabin with a max of 15 sites, there would be 2 dwellings, and live music is indoor and outdoor, and they would limit all motorized vehicles and permit no horses.

Counsel then reviewed the criteria that have been discussed by the Planning Board as follows:

Access Road into Site:

- All parking along the Access Road into the property must be removed (already addressed by applicant)
- Rip-rap, cabling, and signage will need to be incorporated into the site plan to prevent parking along the Access Road
- Width of Access Road must meet minimum standards as determined by relevant Town Personnel
- Access Road must be reviewed and approved by the Elbridge Fire Department (applicant to provide any simulations as may be required by the Fire Department)
- Access Road must be properly lit (photometric plan for the entire site is required)

Proposed uses:

- Camping will not be an allowed use, and any camping/residential structures will not be allowed on site
- While hours of operation need to be confirmed, there will be no outdoor functions after 10 pm
- Regardless of allowed uses, there will be no mass gatherings on the site. Mass gatherings will be defined as events with more than 250 people. Other limits may be imposed for smaller events.

Existing Building/Parking/Current uses

- All parties must agree on a building capacity number
- All parking areas must be paved and striped
- All parking areas must be properly lit (photometric plan for entire site is required)
- Permanent restroom facilities need to be designed to accommodate the approved building capacity (port a johns will be prohibited)
- Building heights need to be provided (there will be height restrictions to be determined)
- Town permitting will be needed for live events (permitting requirements to be determined. Permitting may not be transferrable to the new owner)
- Acceptable septic design must be submitted and reviewed

- Acceptable water system design must be submitted and reviewed containing water source information and flow rates

Wetlands/Drainage

- Federal and state wetlands need to be delineated and any/all issues relating to same must be adequately addressed by the Applicant
- Applicant must submit an adequate SWPPP for Town's review
- Dry fire hydrant must be installed at the existing pond and shown on the site plan
- Applicant will need to design an adequate drainage system to handle runoff from the Parking Lot to proper detention areas

On-going requirements

- Applicant shall consent to weekly SWPPP inspections by a NYS licensed Professional
- Applicant must begin to address all existing code violations (list can be obtained from Code Enforcement Officer) and must continue to make progress in correcting
- Applicant must consolidate the 2 +/- 25 acre lots into one lot (which applicant has already agreed to)
- Applicant and/or applicant's representatives must attend monthly Planning Board meetings to give the planning board monthly updates on all progress being made.

Should the applicant fail to adhere to any of the above requirements/conditions, and/or any additional requirements/conditions that the Planning Board may require, the Planning Board will recommend that the Town Board take enforcement action against the Applicant, including but not limited to filing a lawsuit to obtain injunctive relief stopping any and all uses at the site.

With regard to merging the lots, the Planning Board would need a consolidation map from the applicant but the lots can be merged administratively.

The Town Board has asked the Planning Board to take the lead on the design of the site. We will make a recommendation to the Town Board.

The map shows 38' right now for the driveway.

There was a discussion regarding age of attendees and attendees bringing in alcoholic beverages and drinking them in the parking lot, and their liquor license doesn't allow for that. Also discussed were mechanisms for controlling the number of attendees. They have additional challenges because people come in through the woods.

Minutes from April 14, 2026: John Stevenson made a motion to approve the minutes, Steve Walburger seconded, and all voted in favor.

We received a note from DOT that they are replacing the culvert over route 5 at Carpenter's Brook.

John Stevenson made a motion to close the meeting, Steve Walburger seconded, and all voted in favor. The meeting concluded at 8:02 pm.