

PLANNING BOARD MEETING MINUTES

Town of Wayne – July 13, 2026

Name	Status
Geoff Terwilliger, Chair	Present
Stan Witkowski	Present
Kurt Falvey	Present
Joyce Plaisted	Present
Andy Williams (ALT)	Present
Russ Miller (ALT)	Present

Also Present: Mr. B. Russell, representing Mr. Keenan's site plan application. M. Paulchel representing the Greggs.

Quick Recap

The Wayne Town Planning Board reviewed and approved two land use applications. The Board unanimously approved the final plat for the Gregg subdivision and unanimously approved Mr. Keenan's lakefront site plan application following review of lot coverage, setbacks, parking, drainage, lighting, septic approvals, and SEQR classification. The Board also discussed parking requirements and addressed recurring technical problems with the meeting-room television.

Summary

The Wayne Town Planning Board convened on July 13, 2026, to consider a subdivision final plat and a lakefront site plan application. A quorum was present, June Minutes approved, and Mr. Terwilliger proceeded with the scheduled reviews.

Gregg Subdivision – Final Plat

- **N08V26 Minor Subdivision, Kirk and Penny Gregg**, Property Tax ID # 092.00-01-008.131, Town of Wayne, Ag

The Board reviewed the final plat for the Gregg subdivision. Mr. Terwilliger made a motion to accept the final plat, and Mr. Williams seconded the motion. The motion carried unanimously.

The Board opened the public comment period; no members of the public were present to comment, and the public comment period was then closed

A stamped copy will be retained in the Town Clerk's office, and Mr. Gregg will deliver a copy to the county.

Site Plan Review – Mr. Keenan, New Home

- **N09V26 Site Plan Review, Chad Keenan.** Property Tax ID # 077.19-01-025.00012013 East Lake Road, Town of Wayne in Lakeshore Residential 1

The Board reviewed Mr. Keenan's site plan application for a lakefront property. The application had previously received a variance from the Zoning Board of Appeals for lot coverage. The proposed coverage was approximately 27 percent, exceeding the applicable 25 percent limit. No other variance was identified as necessary.

Two letters concerning the application were received. The Board opened the public comment period; no members of the public were present to comment, and the public comment period was then closed. The application was classified as a Type II action for SEQR purposes.

The Board confirmed that the proposed house and angled porch were within the required setbacks and that the building complied with applicable height requirements. Existing parking was found to satisfy the requirements. The Board also reviewed drainage and lighting. Runoff will be directed toward existing drainage swales between the properties and ultimately to the lake, without directing uphill drainage toward neighboring properties. Exterior lighting will be downward-facing, with no large security lights proposed.

A question was raised regarding the septic system's proximity to property lines. Mr. Miller and Mr. Terwilliger clarified that septic system approval is not part of the Planning Board's site plan review. That approval is handled by KWIC, and no building permit may be issued until the required septic approval has been obtained.

A motion was made to approve the site plan application. All six voting members identified in the meeting record—Mr. Terwilliger, Mr. Witkowski, Mr. Falvey, Mr. Williams, Ms. Plaisted, and Mr. Miller—voted in favor, and the motion carried unanimously.

Discussion – Parking Requirements

The Keenan application led to a general discussion of parking requirements. The Board noted that a non-rental single-family residence requires two parking spaces, with one additional space for each bedroom beginning with the fourth bedroom. Rental properties require one parking space per bedroom under the rental permit requirements.

Parking may be located within the Town right-of-way provided that vehicles are completely off the traveled road surface. The Board emphasized that no vehicle wheel may remain on the road. Clearly identified off-road parking spaces are required for rental permits and are important for maintaining emergency-vehicle access.

Administrative and Technical Matters

The meeting-room television continued to experience technical problems, preventing the Board from reliably displaying digital documents.

Adjournment

With no further business, the meeting concluded. Approval paperwork was to be returned to Ms. Gush following the meeting.

Respectfully submitted,

Amy Gush
Planning Board Secretary