

**Town of Union Planning Board Minutes**  
Tuesday, December 12, 2023

The Town of Union Planning Board held a regular meeting on Tuesday, December 12, 2023, at the Town of Union Office Building, 3111 East Main Street, Endwell, New York.

Members present: L. Miller, T. Crowley, N. Sarpolis  
G. Ksenak (Alternate, appointed as regular member), S. McLain  
Members absent: C. Bullock, M. Jaros  
Others present: Marina Lane, Robert Grannis, Brigitte Pittarelli, Greg Chianis,  
Kyle Weeks

**A. CALL TO ORDER**

Chairman Miller called the meeting to order at 7:02 p.m., and appointed Gary Ksenak, the alternate, to be a participating member due to the absence of multiple board members. Ms. McLain arrived late while the meeting was underway.

**B. MEETING MINUTES**

1. Acceptance of the (1) 08/08/23 Meeting Minutes, (2) 08/08/23 Public Hearing Transcript for a Special Use Permit for the Expansion of a Utility at 1195 Reynolds Road, and (3) 08/08/23 Public Hearing Transcript for a Special Use Permit for a Cannabis Retail Business at 1543 Union Center-Maine Highway.

Motion Made: N. Sarpolis

Motion Seconded: S. McLain

MOTION: Approval of the 08/08/23 Meeting Minutes and Public Hearing Transcripts.

VOTE: **In Favor:** L. Miller, N. Sarpolis, T. Crowley,  
G. Ksenak, S. McLain

**Opposed:** None

**Abstained:** None

Motion Carried

2. Acceptance of the (1) 09/12/23 Meeting Minutes, (2) 09/12/23 Public Hearing Transcript for the Extension of a Special Use Permit for Outdoor Seating at the Fairways Indoor Golf Co. at 511 Hooper Road, and the (3) 09/12/23 Public Hearing Transcript for a Special Permit for Development in a Floodplain for a Clothing Collection Shed at 4212 Watson Blvd. will be postponed until the January 2024 meeting.

3. Acceptance of the (1) 11/14/23 Meeting Minutes and (2) 11/14/23 Public Hearing Transcript for a Retail Business in an Industrial Zoning District.

Motion Made: T. Crowley

Motion Seconded: N. Sarpolis

MOTION: Approval of the 11/14/23 Meeting Minutes and Public Hearing Transcript.

VOTE: **In Favor:** L. Miller, N. Sarpolis, T. Crowley,  
G. Ksenak, S. McLain

**Opposed:** None  
**Abstained:** None  
Motion Carried

**C. 639 Scarborough Drive, Riverhurst Crematorium, Special Permit Floodplain Development, Kyle Weeks**

1. Declare Lead Agency

Chairman Miller asked for a motion to declare the Planning Board Lead Agency for the Special Permit for Floodplain Development for the Riverhurst Crematorium.

Motion Made: T. Crowley  
Motion Seconded: N. Sarpolis  
MOTION: Declaring the Planning Board as Lead Agency.  
VOTE: **In Favor:** L. Miller, N. Sarpolis, T. Crowley, G. Ksenak  
**Opposed:** None  
**Abstained:** None  
Motion Carried

2. Classify the Project as an Unlisted Action

Chairman Miller asked for a motion to classify the project as an Unlisted Action.

Motion Made: N. Sarpolis  
Motion Seconded: G. Ksenak  
MOTION: To classify the project as an Unlisted Action.  
VOTE: **In Favor:** L. Miller, N. Sarpolis, T. Crowley, G. Ksenak  
**Opposed:** None  
**Abstained:** None  
Motion Carried

3. Call for a Public Hearing for Development in the Floodplain to be held at the January 9, 2024, Planning Board Meeting at 7:00 PM.

Motion Made: N. Sarpolis  
Motion Seconded: T. Crowley  
MOTION: Call for a Public Hearing to be held Tuesday January 9, 2024, at 7:00 PM.  
VOTE: **In Favor:** L. Miller, N. Sarpolis, T. Crowley, G. Ksenak  
**Opposed:** None  
**Abstained:** None  
Motion Carried

4. Presentation

Kyle Weeks and Greg Chianis presented the plan for the Riverhurst Crematorium to members of the Board. The plan proposes construction of a building on the existing Riverhurst Cemetery property which will house three crematory retorts (ovens) with appropriate EPA certified vents, in addition to storage and holding areas. Because the parcel is located in the floodplain, the building will be a 3250 square-foot pre-engineered metal “garage style” structure sitting on 11,000 square feet of pavement with doors that open on either end allowing for the passage of both funeral home delivery vehicles, and floodwaters should a flooding event occur. There will be a door on one side of the building for personnel entry/use. The building will be connected to municipal water, electricity, and sewer services and screening style landscaping will be used to help camouflage the building into the existing surroundings. Because this will be a “business-to-business” service, there will be no customer traffic, and no signage or advertising is needed. There will be no access to the building via Scarborough drive.

**D. 1635 Union Center-Maine Highway, Sans Souci Cannabis Sales, Robert Grannis**

1. Declare Lead Agency

Chairman Miller asked for a motion to declare the Planning Board Lead Agency for the Sans Souci Cannabis Sales project.

Motion Made: T. Crowley  
Motion Seconded: N. Sarpolis  
MOTION: Declaring the Planning Board Lead Agency.  
VOTE: **In Favor:** L. Miller, T. Crowley, N. Sarpolis, G. Ksenak, S. McLain  
**Opposed:** None  
**Abstained:** None  
Motion Carried

2. Classify Project as a Type II Action (reuse within an existing building), no further review required.

Chairman Miller asked for a motion to classify the project as a Type II Action.

Motion Made: S. McLain  
Motion Seconded: N. Sarpolis  
MOTION: Classify the project as a Type II Action.  
VOTE: **In Favor:** L. Miller, T. Crowley, N. Sarpolis, G. Ksenak, S. McLain  
**Opposed:** None  
**Abstained:** None  
Motion Carried

3. Call for a Public Hearing for Cannabis Retail to be held at the January 9, 2024 Planning Board Meeting.

Chairman Miller asked for a motion to call for a Public Hearing to be held January 9, 2024, at 7:00 PM or thereafter.

Motion Made: N. Sarpolis  
Motion Seconded: S. McLain  
MOTION: Call for a Public Hearing January 9, 2024.  
VOTE: **In Favor:** L. Miller, T. Crowley, N. Sarpolis,  
G. Ksenak, S. McLain  
**Opposed:** None  
**Abstained:** None  
Motion Carried

#### **E. Other Such Matters as May Properly Come Before the Board:**

1. Chicken Chicks:

Ms. Lane advised that Chicken Chicks restaurant moved into the space formerly known as Mama T's. Because this was a restaurant-to-restaurant change that took place within a year of the former owner moving out, no plans were needed, and the project was not required to be presented before the Board.

2. 1500 Co. Airport Road:

Bob Kashou is looking to re-zone the dome property to a PUD so that more events can be held at the location. This proposal is currently under legal review and may come before the Board in the future.

3. Waterman's Parking Lot:

Ms. Lane state this was a minor in-house project that was not required to be reviewed by the Planning Board.

#### **F. Adjournment**

Chairman Miller asked for a motion to adjourn the meeting at 7:52 PM

Motion Made: T. Crowley  
Motion Seconded: N. Sarpolis  
MOTION: Adjourning the meeting.  
VOTE: **In Favor:** L. Miller, T. Crowley, S. McLain,  
G. Ksenak, N. Sarpolis  
**Opposed:** None  
**Abstained:** None

Motion Carried

**Next Meeting Date**

The next meeting of the Planning Board is tentatively scheduled for Tuesday, January 9, at 7:00 p.m.

Respectfully Submitted,  
Sandra Cragle