



## TOWN OF STILLWATER

ESTABLISHED 1788 - SITE OF THE TURNING POINT OF THE AMERICAN REVOLUTION

PO Box 700 ~ 881 Hudson Ave., Stillwater, NY 12170 ~ (518) 664-6148 ~ [www.townofstillwater.ny.gov](http://www.townofstillwater.ny.gov)

## PLANNING BOARD MEETING MINUTES

November 10, 2025 @ 6:00 PM

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### **PRESENT**

Frank Bisnett, Chairman  
Eliot Cresswell, Member  
Kimberlee Marshall, Member  
Mary Beth Reilly, Member  
Dale Smith, Member  
Randy Rathbun, Member  
Timothy Scrom, Alternate Member

### **ALSO PRESENT**

James Trainor, Attorney for the Town  
Paul Male, Town Engineer  
Lindsay Buck, Senior Planner  
Erin Herring, Planner  
Ellen Vomacka, Town Board Liaison

### **ABSENT**

Carol Marotta, Alternate Member  
Peter Buck, Vice-Chairman  
Ryan Pezzulo, Attorney for the Planning Board  
Sheila Silic, Secretary for the Planning Board

Chairman Frank Bisnett called the meeting to order at 6:11 PM and led everyone in the Pledge to the Flag.

### **Minutes of Planning Board Meeting October 27, 2025**

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Member Scrom made a motion to approve the October 27, 2025 meeting minutes, seconded by member Cresswell.

**Vote**

Member Cresswell	Yes
Member Scrom	Yes
Member Reilly	Yes
Member Rathbun	Yes
Chairman Bisnett	Yes
Member Marshall	Yes
Member Smith	Yes

**PB2025-01-02: Voyentzie Minor Subdivision and LLA**

Chairman Bisnett recognized Richard Voyentzie, the property owner, who will be presenting the project this evening.

Richard Voyentzie:

This is a subdivision on 508 Route 9P, known as SBL #230.-1-4.1 with the purpose of creating 2 lots. One lot will contain the existing single-family home, and the other is proposed for a construction of a new single-family home. There is also a lot line adjustment proposed with the adjacent vacant Lot #238.20-2-45 to straighten the boundary line. I have the last response letter from Paul Male. I have not responded to the hand-written response letter as of yet. The main concern appears to be the grading between the next-door property, owned by Stewarts Co., and the new proposed house lot. I am going to provide the grading info.

Paul Male:

I am concerned about the boulder wall being within a foot of the property line and how you are going to construct a retaining wall within that foot of space.

Lindsay Buck:

You may need a temporary access/work easement in order to build the retaining wall.

Richard Voyentzie:

That's doable then. The intention with putting the house there was to push it back as far as possible away from the road. But a temporary access easement sounds doable to me.

Paul Male:

Well the easement may force you to move the house forward again.

Richard Voyentzie:

Understood. Is during construction the main concern, or once construction is completed?

Lindsay Buck:

Yes, we are concerned about how you will access the neighboring property during construction of the wall.

Paul Male:

The easement will be listed under the conditions for approval.

Lindsay Buck:

Our main concern is making sure Stewarts is ok with the wall being there and they are okay with you accessing their property when building the wall.

Richard Voyentzie:

I know that the Pine Ridge HOA is here and they are worried about the Lot Line Adjustment and easements, because there appears to be unclear boundaries of the easements. The HOA is also helping figure out the boundaries of the easement.

Lindsay Buck:

The HOA would like an emergency access easement along the waterline easement going to 9P through parcel #218.20-2-45.

Rich Voyentzie:

That sounds fine to me. I will get it written, filed, and resolved. Is this easement a condition for approval?

Lindsay Buck:

Yes, that would be fine for the Lot Line Adjustment. The Lot Line Adjustment could be a separate resolution to be included as a condition for approval.

James Trainor:

That's fine, I will just need language in order to draft that.

Richard Voyentzie:

Is obtaining a DOT curb cut permit another condition of approval, as well as sidewalks?

Paul Male:

Yes. Sidewalks can be included in the Building Permit.

Lindsay Buck:

The County Planning Board made a comment about the Curb Cut Permit being provided. They also mentioned an easement for emergency services through parcel #218.20-2-45.

Frank Bisnett:

Does anyone on the Board have any questions as of right now?

Tim Scrom:

There seem to be a lot of conditions on the approval, are we okay with having all these conditions?

Paul Male:

I don't see anything that would prevent the Board from being able to act tonight.

Chairman Bisnett:

Opened the public hearing, asking if anyone from the public wishes to comment on the project.

Kevin O'Connor, 35 Pine Ridge:

I am from the Pine Ridge HOA, and I just want to clarify that if approved Pine Ridge would be given an easement down to 9P through parcel #218.20-2-45 for emergency access? If that's the case, I think we will be able to work together to get an easement. Is that a part of his presentation? Will there be documentation for us to have on file?

Lindsay Buck:

The board recommends that a condition will be placed on the approval that states parcel #218.20-2-45 will offer the easement. The Lot Line Adjustment cannot be filed until that easement is in place.

Kevin O'Connor:

That's great then. That was our major concern with this project.

Richard Voyentzie:

The only comment I would have is for the owner of parcel #218.20-2-45, Tony Panza, would be the liability going through there and what sort of maintenance is going to occur like, snow removal. It's currently not up to the standard that allows for safe access, it's all grass. So, when it should all be maintained and made safe for access, and who is responsible for that.

James Trainor:

Mr. Panza's attorney will help draft the appropriate language for the maintenance of the emergency access easement.

Frank Bisnett:

Asked if there were any other comments, and hearing none, Tim Scrom made a motion to close the public hearing, seconded by Eliot Cresswell.

Chairman Frank Bisnett asked if anyone had any further questions or concerns, and hearing none, he asked to move to discussion of SEQRA.

**TOWN OF STILLWATER PLANNING BOARD  
2025 RESOLUTION NO. 16  
A RESOLUTION PURSUANT TO SEQRA  
REGARDING THE APPLICATION BY VOYENTZIE  
FOR A MINOR SUBDIVISION AND LOT LINE ADJUSTMENT**

WHEREAS, the applicant has submitted an application for a minor subdivision and lot line adjustment at 508 NYS Route 9P, more particularly described as SBLs 230.-1-4.1 & 238.20-2-45; and

WHEREAS, the applicant has submitted a fully completed Short Environmental Assessment Form ("SEAF"); and

WHEREAS, pursuant to 6 NYCRR section 617.6, the Stillwater Planning Board is the appropriate lead agency for SEQRA review; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act (“SEQRA”) the proposed action is a Type II action requiring SEQRA review; and

WHEREAS, the Planning Board has duly reviewed the SEAF and has considered the criteria contained in 6 NYCRR section 617.7 (c) to determine if the proposed action will not have a significant impact on the environment.

NOW, therefore, be it

RESOLVED, the Town of Stillwater Planning Board hereby determines that the proposed action by the applicant will not result in significant impacts on the environment and a negative declaration is hereby issued.

A motion by Member Cresswell seconded by Member Rathbun to adopt Resolution No. 16 of 2025.

A roll call vote was taken on Resolution No. 16 of 2025 as follows:

Chairman Bisnett	YES
Member Buck	ABSENT
Member Reilly	YES
Member Marshall	YES
Member Rathbun	YES
Member Smith	YES
Member Cresswell	YES
Alternate Member Marotta	ABSENT
Alternate Member Scrom	YES

Resolution No. 16 of 2025 was passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on November 10, 2025.

**TOWN OF STILLWATER PLANNING BOARD**  
**2025 RESOLUTION NO. 17**  
**A RESOLUTION REGARDING THE APPLICATION BY VOYENTZIE**  
**FOR A MINOR SUBDIVISION AND LOT LINE ADJUSTMENT**

WHEREAS, The applicant has submitted an application for a minor subdivision and lot line adjustment at 508 NYS Route 9P, more particularly described as SBLs 230.-1-4.1 & 238.20-2-45; and

WHEREAS, pursuant to Resolution 16 of 2025, the Planning Board issued a negative declaration pursuant to SEQRA; and,

WHEREAS, on November 10, 2025, a public hearing was held to allow for and receive public comments regarding the application.

NOW, therefore, be it

RESOLVED, the Town of Stillwater Planning Board hereby approves the application for a minor subdivision and lot line adjustment at 508 NYS Route 9P, more particularly described as SBLs 230.-1-4.1 & 238.20-2-45 conditioned upon:

1. Compliance with the requirements described in the letter November 3, 2025 from Paul Male, P.E.
2. Obtaining An easement shall be obtained through parcel #218.20-2-45 owned by Tony Panza for the benefit of the Pine Ridge residents through the southside of the parcel from the east boundary to NYS Route 9P.

A motion by Member Rathbun seconded by Member Cresswell to adopt Resolution No. 17 of 2025.

A roll call vote was taken on Resolution No. 17 of 2025 as follows:

Chairman Bisnett	YES
Member Buck	ABSENT
Member Reilly	YES
Member Marshall	YES
Member Rathbun	YES
Member Smith	YES
Member Cresswell	YES
Alternate Member Marotta	ABSENT
Alternate Member Scrom	YES

Resolution No. 17 of 2025 was passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on November 10, 2025.

**PB2025-014: Werneburg and Belfield Trust Subdivision of 2025**

Chairman Frank Bisnett recognized James Vianna of Vianna Land Surveying PLS, who will be presenting the project this evening.

James Vianna:

I am here representing Cathy Werneburg, who is looking to make 3 new lots for residential construction in the T2 Zoning District on Groncziak Road. Based on comments from the last meeting, Lindsay Buck and Erin Herring visited the site to review the site distance for proposed Lot #6 and recommended the Lot 6 driveway be pushed as far south as possible, due to poor sight distance, rather than be directly across from Munger Hill Road.

Lindsay Buck:

Correct, we took a drive over there and found that when you come off Munger Hill Road it's hard to see, and coming out across there is dangerous. The site distance is better if moved south, rather than north.

James Vianna:

I will make sure the plat is revised to reflect that. I will also make sure addresses and the Planning Board number will be added to the Plat.

Lindsay Buck:

When referred to the county, they offered no inter-community impact.

Frank Bisnett:

Opened the public hearing, asking if anyone wishes to comment on the project.

Nicole Oliver, 22 Gronczniak Road:

The lots have 200 feet of frontage, but ECode says the legislation was updated but there is a section that says the T2 district requires at least 300 feet of lot width.

Lindsay Buck:

I'm not sure where that is located on Ecode. The Zoning Code was updated in June of this year. Where did you find that information?

Nicole Oliver:

I have a screenshot of the ECode website where it says this. She then showed Lindsay the screenshot.

Lindsay Buck:

This isn't the most updated version of the area requirements. This appears to be from the Old Code relating to required lot width, which we updated this summer. It appears as though that article may have been mistakenly overlooked when the update occurred on ECode. The Town code no longer has required lot width but now refers to required lot frontage. We will make sure we find this on ECode and have it updated to reflect the corrected area requirements as adopted by the Town Board.

Nicole Oliver:

Asked when the public hearing was held for the Zoning Update and stated, I didn't receive a letter in the mail to notify me that the Code was changing.

Lindsay Buck:

When a large Town-wide update is proposed to the Town Code, the notification is posted in the newspaper and the Town website. The Town does not send letters to every resident in the Town informing them that we are holding a Public Hearing to change the Code as this is not required.

Nicole Oliver:

Well, the wells are not great there either, so we shouldn't be adding more houses that will need to use wells. Will the project need to be tabled until the Code can be updated to reflect the new frontage?

Lindsay Buck:

The code has been updated. As we stated, it was updated this summer, so there is no need to table the project as it conforms to the Town Code. The zoning chapter of the Code accurately reflects the changes made this past summer in Chapter 210, Attachment 2 Table 2 “Bulk Area Requirements”. It appears as though there may be a section of Chapter 210, Article XXI that still contains information from the previous version of the Code. The Town will review that section.

Nicole Oliver:

This is why no one comes to Planning Board Meetings, because you people are rude and don't listen.

Frank Bisnett:

Asked if there were any other comments and heard none. A motion was made by Eliot Cresswell to close the public hearing, and was seconded by Kimberlee Marshall.

Marybeth Reilly:

How wide are these lots, are they up to the new standard?

James Vianna:

Each one has between 200 to 300 feet of road frontage, I haven't added them all up or done the exact calculations for each lot.

Paul Male:

Mr. Vianna designed this project to the proper code area requirements, and so we shouldn't be worried about the lot width. The error in ECode shouldn't prevent the Board from acting tonight.

James Trainor:

We should decide based off what the intended area requirements were at the time the project was designed and submitted, which would be the 200-foot road frontage, rather than 300 feet lot width.

Frank Bisnett:

I have never heard anyone talk about the water wells not being good in that area.

Randy Rathbun:

I have also never heard any complaints of the water being limited or bad quality.

**TOWN OF STILLWATER PLANNING BOARD  
2025 RESOLUTION NO. 18  
A RESOLUTION PURSUANT TO SEQRA  
REGARDING THE APPLICATION BY WERNEBURG AND BELFIELD TRUST  
FOR A MAJOR SUBDIVISION**

WHEREAS, the applicant has submitted an application for a major subdivision at Gronczniak Road, more particularly described as SBL 220-1-38.11; and

WHEREAS, the applicant has submitted a fully completed Short Environmental Assessment Form (“SEAF”); and

WHEREAS, pursuant to 6 NYCRR section 617.6, the Stillwater Planning Board is the appropriate lead agency for SEQRA review; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act (“SEQRA”) the proposed action is a Type II action requiring SEQRA review; and

WHEREAS, the Planning Board has duly reviewed the SEAF and has considered the criteria contained in 6 NYCRR section 617.7 (c) to determine if the proposed action will not have a significant impact on the environment.

NOW, therefore, be it

RESOLVED, the Town of Stillwater Planning Board hereby determines that the proposed action by the applicant will not result in significant impacts on the environment and a negative declaration is hereby issued.

A motion by Member Cresswell seconded by Member Smith to adopt Resolution No. 18 of 2025.

A roll call vote was taken on Resolution No. 18 of 2025 as follows:

Chairman Bisnett	YES
Member Buck	ABSENT
Member Reilly	YES
Member Marshall	YES
Member Rathbun	YES
Member Smith	YES
Member Cresswell	YES
Alternate Member Marotta	ABSENT
Alternate Member Scrom	YES

Resolution No. 18 of 2025 was passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on November 10, 2025.

**TOWN OF STILLWATER PLANNING BOARD  
2025 RESOLUTION NO. 19  
A RESOLUTION  
REGARDING THE APPLICATION BY WERNEBURG AND BELFIELD TRUST  
FOR A MAJOR SUBDIVISION**

WHEREAS, the applicant has submitted an application for a major subdivision at Gronczniak Road, more particularly described as SBL 220-1-38.11; and

WHEREAS, pursuant to Resolution 18 of 2025, the Planning Board issued a negative declaration pursuant to SEQRA; and,

WHEREAS, on November 10, 2025, a public hearing was held to allow for and receive public comments regarding the application.

NOW, therefore, be it

RESOLVED, the Town of Stillwater Planning Board hereby approves the application for a major subdivision at Gronczniak Road, more particularly described as SBL 220-1-38.11 conditioned upon:

1. Compliance with the requirements described in the letter October 6, 2025 from Paul Male, P.E.
2. Move the proposed driveway to the southernmost portion of Lot 6.

A motion by Member Cresswell seconded by Alternate Member Scrom to adopt Resolution No. 19 of 2025.

A roll call vote was taken on Resolution No. 19 of 2025 as follows:

Chairman Bisnett	YES
Member Buck	ABSENT
Member Reilly	YES
Member Marshall	YES
Member Rathbun	YES
Member Smith	YES
Member Cresswell	YES
Alternate Member Marotta	ABSENT
Alternate Member Scrom	YES

Resolution No. 19 of 2025 was passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on November 10, 2025.

### **Adjournment**

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Tim Scrom:

Made a motion to adjourn, seconded by Kimberlee Marshall, at approximately 6:41 pm.