

Town of Constantia Zoning Board

Meeting Minutes – October 28, 2025

Call to Order

Chair Peck opened the meeting at 6:01 PM with the Pledge of Allegiance.

Attendees

Voting members in attendance included:

- Chair James Peck
- Sandra Retajczyk
- Sandra Touri-Bell
- Brien Connelly
- Dave Antos
- Martin Godzwon
- John Mura
- Randall West
- Terri John
- Brenda Mosher (Secretary)

Members not in attendance included: Joseph Markham, Jeff Rumble

Guests in attendance included: Ron Chapman, Town Board; Matt Johnson, Tug Hill Commission

Approval of Minutes

A motion to approve the minutes of the previous September meeting was made by Mr. Mura and seconded by Ms. Retajczyk. Motion passed unanimously.

Zoning District Dimensional standards, setbacks, and easements

Continued discussion on Zoning Districts, standards, setbacks, and easements. Mr. Johnson presented to the Board examples of similar size towns and their dimensional requirements in Residential zones. Suggestions made for dimensional requirements keeping in mind that the comparable towns have public sewer and water. Chair Peck would like to see the Board set up similar requirements as they have been already vetted. Mr. Johnson's office researched areas analyzing existing residential areas, road frontage, width of road frontage, setback of buildings, potential dimensional standards, lot size, and side setbacks. Also discussed by the Board using edge of pavement as a guide for setbacks, existing setback- the lesser of the adjacent setback previously established or 20 feet from the edge of the road pavement when there is no established setback on either side, as well as speed limits. Mr. Godzwon offered that he had been researching by driving around and assessing different Towns/Villages average home setbacks and they are on average 20' from the edge of pavement. After the Board thoroughly discussed the merits of Mr. Johnson's suggestions and they appear to be consistent with other Towns and Villages in the area. Some changes were discussed to be incorporated in an updated table.

Vote: Mr. Peck proposed adopting the discussed table with changes, presentation to be voted on in finished form next meeting Wednesday, November 12th. This meeting is in addition to the regularly

scheduled meeting of the 4th Tuesday and public notices will be posted. Board voted unanimously to move this forward.

Zoning Districts Matrix

The completed work by the Board are now the map zones, purpose statement, and the dimensional matrix. Remaining work to be done includes establishing how the matrix works with the 4 zones. Any setbacks or requirements in all 4 zones would be affected by DEC guidelines, which would supercede any requirements established by this Board. Ms. Touri-Bell noted that in addition to the DEC, any requirements by the Army Corps of Engineers would have to be adhered to. Zoning Matrix table to be primary task for next Xoning Commission session

Vote: Chair Peck proposed accepting the added language “A minimum setback placed on all four zones is per DEC or Army Corps of Engineers requirements”, Board voted unanimously to accept proposed language.

Adjournment

Chair Peck moved that the meeting be adjourned at 7:00 PM, Members voted unanimously.

Brenda Mosher

11/12/25

Brenda Mosher
Secretary
Town of Constantia Planning Board, Zoning Board, and Appeals Board

Date of Approval