

Town of Constantia Zoning Board

Meeting Minutes – November 12, 2025

Call to Order

Chair Peck opened the meeting at 6:00 PM

Pledge of Allegiance

Attendees

Voting members in attendance included:

- Chair James Peck
- Dave Antos
- Brien Connolly
- Martin Godzwon
- John Mura
- Terri John
- Brenda Mosher, Secretary

Guests in attendance included: Matt Johnson, Tug Hill Commission

Members not in attendance included: Randall West, Sandy Retajczyk, Joseph Markham, Jeff Rumble and Sandi Touri-Bell.

Approval of Minutes

A motion to approve the minutes of the previous Oct. 28 meeting was made by Mr. Godzwon and seconded by Mr. Connolly. Motion passed unanimously.

Zoning District Dimensional Standards, Setbacks and Easements (R3)

Zoning law standards draft incorporates the changes that have been made so far. Changes made less restrictive than the Land Development Laws. Mr. Godzwon spoke with the Town of Clay to research what their standards are compared to what the Board has drafted. Standards are very similar and the standards are consistent in keeping with the Town of Constantia Comprehensive Plan.

MOTION to accept the Town of Constantia Zoning Law Standards Draft made by Mr. Mura, seconded by Ms. John. Motion passed unanimously.

Zoning Districts Matrix

Ms. John amended the matrix and the mock up is much improved. Upon completion this will be in the same format as the current Land Development Laws. Board discussed the merits of the sub-division section of Land Development Laws discussing the proper language that should be stated in the draft of Zoning Laws. Draft Zoning districts and regulated use definitions need to continue to be determined and finalized. Adding new coding to the matrix to more easily define zoning and understand requirements.

New Site Plan/Special Use Permit Application Draft

Board paused from the matrix to review Mr. Johnson's draft *Special Use Permits* document. Draft of application and requirements that make a *Special Use Permit* needed for Board review. Draft will be

adjusted to fit the needs of the Town if adopted. Board encouraged to review the current site plan application for changes.

Special Use Permit defined as recognizing “not normal” activity that requires special scrutiny.

Zoning Districts Matrix

Zoning Board continued discussion on Zoning Districts Matrix. Mr. Connolly posited that the section referring to antennas be more clearly defined to include “Residential typical use exemptions” as there are ham radio operators that would use a small antenna in their activities. More discussion needed around co-located existing structure antenna’s.

Discussed next steps in this process including presenting draft to the Town Board for feedback.

Scheduling day/time may need to include a special meeting for presentation to Town Board.

Informational public hearing for presentation and feedback will need to be scheduled. Taking the feedback and making any necessary changes if required.

Next Meetings

Next regularly scheduled meeting slated for 11/25/25 at 6 PM.

Legal notice sent out for *additional meeting* scheduled 12/2/25 @ 6 PM.

Adjournment

Mr. Mura moved that the meeting be adjourned, seconded by Mr. Connolly. Members voted unanimously to adjourn at 7:02 PM

Brenda Mosher

11/25/25

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

Date of Approval