

Joseph M. Lee, Mayor

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VILLAGE OF HILTON

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VILLAGE OF HILTON ZONING BOARD OF APPEALS

Approved Meeting minutes of

November 18, 2025

Present: Members Reiter, Begy, Ruta and Pettine
Code Enforcement Officer Ron Bragg, DPW Superintendent Jeff Pearce
Deputy Clerk, Amy Harter and Administrative Assistant, Fawn Cretelle Galan

Absent: Chairman Kim Fay

This meeting was held in the Board Room and via Zoom.

1. Member Reiter called the meeting to order at 6:30 p.m. with the Pledge of Allegiance to the flag and a moment of silence.
2. Member Reiter declared that a quorum was present so the meeting may proceed as planned.

Minutes

Motion to approve the meeting minutes of October 14, 2025 as submitted, made by Elaine Begy, seconded by Joe Ruta, approved 4-0-1. Harry Reiter abstained.

Reports

Code Enforcement Officer Ron Bragg updated the board on recent permits and explained the upcoming court case of 17 Fraser Drive for housing chickens.

PLANNING SEGMENT

CONCEPTUAL REVIEW – PARKLAND SUBDIVISION –

Wegman's Specialties LLC, 231 & 261 East Avenue

Application of Wegman's Specialties, LLC to construct 24 townhouse units in 12 duplex buildings, along with a private roadway and all necessary utilities. A full storm water management system will also be constructed. Access into the development from East Avenue will be via the existing Hilton East Assisted Living facility driveway.

Pat Laber, Schultz Associates was present to explain this plan. Jeff DeCearse was also present, he is a partner in this project.

The plan consists of 12, two-unit buildings. They will be rentals, with approximately 1370 square feet of living space with a two-car garage and space for two cars in each driveway. The approximate cost is \$1800-\$2000 per month and is not an over 55 community. The developer would like to utilize Salmon Creek Park, for residents' recreation and will consider providing playground equipment. Sidewalks and a natural pathway will be added, possibly with concrete or asphalt. There will be a management company that will be responsible for the maintenance of the development including lawns and snow plowing.

Walkways: The plans currently show stone dust walking paths to Salmon Creek Park and the commercial area to the west of the development. Public sidewalks along the private road are not currently proposed.

Roads: Ron Bragg discussed the need to have the roadway be in compliance with the proper turn radius of the Hilton Fire Department vehicles, the applicant agreed.

This project has been approved by FEMA since a portion of the project is located in a Flood Hazard Protection Area. FEMA has issued a Conditional Letter of Flood plain Map Revision and is required to apply to the Village Flood Plain administrator for a floodplain development permit.

Parking: There is a total of 96 parking spaces which includes: two spaces per driveway and two spaces per garage, plus 18 off-street spaces for guests.

Refuse: Each tenant will be provided with a refuse cart to be stored inside each garage; no dumpsters are proposed.

Mailboxes: One single bank of mailboxes is proposed between units 22 & 23.

Utility Plans: The water main will tap into the existing 12" main located on the south side of East Avenue. Approximately 25' south the tap will be a master meter with backflow preventor. It has yet to be determined how the developer will bill each unit for water use.

Sanitary Sewers will be dedicated to the Village and documents will be provided for Village and MRB's review and approval.

Floor drains will be connected to the sanitary sewer system.

Landscaping has been detailed on the plans this includes plantings to the storm water management facility. The ZBA will review them for their approval.

SWIPP: Schultz Associates will provide the necessary documentation as the plan moves to Site Plan approval.

SEQR: This will be reviewed at the December meeting.

Meeting Dates

Next Meeting: Tuesday, December 9th, 2025
Agenda Deadline: Wednesday, November 19th, 2025

Adjournment

Motion to adjourn made by Member Pettine, seconded by Member Begy. Motion carried 4-0.

Respectfully submitted,


Amy Harter, Deputy Clerk

