

**VILLAGE OF HILTON  
ZONING BOARD OF APPEALS  
Meeting Minutes of January 13, 2026  
Approved**

**Present:** Chairman Kim Fay, Members Elaine Begy, Harry Reiter, Laura Pettine, Joe Ruta and Paul Cliff; Mayor Joe Lee, Village Liaison Larry Speer, Code Enforcement Officer Ron Bragg, Deputy Clerk Amy Harter, Administrative Assistant Fawn Cretelle-Galan

**Guests:** Mark Mazzucco via Zoom, Dave Willard of MRB, Pat Laber of Schultz Associates, Chris Brower and Rick Borrelli

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

1. Chairman Fay called the meeting to order at 6:29 p.m. with the Pledge of Allegiance and a moment of silence.
2. Chairman Fay declared that a quorum was present so the meeting may proceed.

**Minutes**

Motion to approve the meeting minutes of December 9, 2025 as submitted made by Elaine Begy, seconded by Kim Fay, approved 4-0-1. Joe Ruta abstained.

**Reports**

Village Board liaison Larry Speer gave his report.

Village Mayor Joe Lee gave his report.

Code Enforcement Officer Ron Bragg gave his report.

**Planning Segment opened at 6:43 p.m.**

**CONCEPTUAL REVIEW – PARKLAND SUBDIVISION – Wegmans 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 Ave will be via the existing Hilton East Assisted Living Facility driveway.

Member Laura Pettine pointed out that page 3 of the SEQR application was missing a time frame, Pat Laber replied that it has been changed on his paperwork and the timeframe is 24

months to complete. Member Pettine inquired about the distance between the rails for the split rail fencing and would like to make the rails tighter for safety of children. Dave Willard noted that a 3-rail fence would automatically create a tighter distance between rails. Pat Laber reminded all that the maximum slope of the area is 4' to 1' and it would be difficult to slide down.

Member Joe Ruta inquired about the addition of sidewalks and Pat Laber confirmed there is a 5' wide asphalt sidewalk adjacent to the gutter. Dave Willard noted that the sidewalks are adjacent to the gutter due to the shorter 25' driveway. The 25' driveway meets the 30' setback code according to Pat Laber, which was confirmed by Dave Willard. Member Ruta appreciated the upscale rent prices which could potentially bring higher income families to the village.

Member Harry Reiter also asked about the proposed material for the sidewalks, he reiterated that the board would like concrete. Pat Laber explained that the sidewalks would all interconnect and would connect to the Salmon Creek park area. Member Reiter started a discussion regarding the flood plain and the basements of some of the units, to which Pat Laber replied that the 100-year flood plain is 262.2, and that after two of the units that were touching the flood area were removed, all remaining basements are above this flood plain. Discussion regarding the 100-year and 500-year flood plain commenced. Member Reiter questioned whether Dave Willard was comfortable with the proposed flood plain and Dave Willard confirmed he was because they must go through all the necessary procedures, but that they need zoning board approval first to start that process. Member Reiter reminded applicants that the code for residential properties allows no more than 3 single-family homes of substantially similar style located on three adjacent lots which front the same street. I know this is for a residential area, but the intent is to have some architectural design and not have the homes look like row houses. The same should apply here with some differences in roof design, dormers, etc.

Member Pettine asked about the sidewalk coming to an end at the emergency exit located behind Hilton East, which was confirmed by Pat Laber. Village Board Liaison Larry Speer questioned whether the driveway and parking lot area on the west side of Hilton East, which is to be used for emergency fire truck access, will be upgraded and noted that the drop-off of that area may be too steep for a fire truck. Dave Willard stated that the drop off looks like approximately 5' and that it should be no more than a 10% grade. Pat Laber confirmed that it will have to be dealt with. Larry Speer also noted the dumpsters behind Hilton East would need to be moved to allow fire truck access. Member Paul Cliff opined that Hilton East needs to fix the existing roads. Chairman Kim Fay would like that noted in the minutes the access road to the west of Hilton East needs to be resurfaced and the trees must be trimmed for firetruck access.

Chairman Kim Fay remarked that we are making progress and would really like to discuss the sidewalks and roadway and the need to have these issues addressed. Chairman Fay asked Dave Willard to describe the grading, to which Dave stated that the grading plan is as

follows: units 7-12 back up to the pond with an elevation of 267, then a 25' measure to the stone dust path, then a fence, then a 5' drop from 266-262 beyond the sidewalk and fence. He indicated that there was no more than a 5-degree grade on the trail per the ADA requirements.

Chairman Fay communicated that corrections should be made to the plans by next month to decide on SEQR, and emphasized that the board prefers concrete sidewalks, and it was noted that all village owned sidewalks are concrete. Pat Laber conveyed the significant cost of the concrete sidewalks. Dave Willard pointed out that the benefit of the sidewalks being so close to the gutters would lead to easier snow removal. There would be no grass between the gutters and the sidewalks.

Member Pettine questioned the additional water demand, which Larry Speer concluded is not applicable. Member Pettine asked about the meters in the units and Pat Laber answered there will be one main meter to the village and that the developers would decide how to configure the water meters in the units.

Member Reiter pointed out the sloped backyards of the units and the possibility that the developers could fix up the Salmon Creek Park area for use of the families living in the subdivision. Pat Laber replied that there was a planned passive area with benches as well as the possibility of contributing to the village park. Discussion commenced regarding the drop off to the pond, with Dave Willard surmising a 3-rail fence with the lowest rail being 1' from the ground would be a deterrent for children.

Chairman Kim Fay opened public comment at 7:18 pm

Guest Rick Borrelli, a real estate broker from Greece, asked whether the development had considered sales instead of rentals. Kim Fay responded that the developer was interested in rentals, and that the area is zoned multi-residential. Pat Laber held that too many variances would be required to pursue ownership as opposed to rental units.

Chairperson Kim Fay declared the board's intent to become lead agency on this project. Chairman Kim Fay made the motion, seconded by Member Reiter and carried 5-0. MRB Group will prepare the necessary lead agency coordination packages to the involved and interested agencies.

Next steps:

- February 10<sup>th</sup>
- Public hearing
- Accept Conceptual Review
  
- March 10<sup>th</sup>
- SEQR review
- begin Final Site Plan Review

Next meeting: February 10, 2026.  
Agenda deadline: January 20, 2026

Motion to adjourn the meeting at 7:22 p.m. made by Paul Cliff, seconded by Kim Fay.  
Motion carried 5-0.

Respectfully Submitted,

Fawn Cretelle-Galan  
Recording Secretary