

Conklin Planning Board Meeting – July 20, 2026

MEMBERS

PRESENT: Chairperson Chris Ostrowsky, Dan Smith, Sandra Beam, Art Boyle

ABSENT: Nick Pappas,

ALSO

PRESENT: Mark Spinner, Attorney
Bill Farley, Town Board Liaison
Mary Plonski, Secretary

VISITORS: Brett Pritchard 618 Conklin Rd. Binghamton

7:00 PM Chairperson Ostrowsky called the meeting to order.

Chairperson Ostrowsky asked for a motion to approve the meeting minutes of June 15, 2026. Art Boyle abstained.

Dan Smith made a motion to approve the minutes of June 15, 2026.

Sandi Beam second the motion. Motion passed.

Agenda Item #1 **Brett Pritchard**
 618 Conklin Rd. Binghamton
 Tax Map# 161.11-1-5

Attorney Spinner asked that Brett Pritchard explain to the board what his plans were for the new building.

Mr. Pritchard stated he wanted to store his equipment inside of the building outside of the elements and for security. He will have no storage of hazardous material. The building will be insulated. They will run water and electric to building coming from existing building. There will be no change to the drainage as everything drains to the front and back of the property. There will be no additional traffic.

Attorney Mark Spinner read into record the Broome County 239 comments.

BC Case: 239-2026-088

618 Conklin Rd.

The Planning Department has reviewed the above-cited case and has not identified any significant countywide or inter-community impacts associated with the proposed project. However, we have the following comments for the site plan and SEQR EAF:

The project is located entirely within the Existing and Preliminary FEMA Special Flood Hazard Areas. The Town should exercise caution in approving, and the applicant should know the risks in placing the project within the Special Flood Hazard Areas and within the flood-prone area. The Town should consider the NYS Uniform Fire Protection and Building Code restricts the placement of hazardous materials in the floodplain.

(It was noted that the property has a LOMA on file at the Town, a copy will be sent to Broome County)

The site plan and SEQR EAF should show compliance with all applicable requirements. The SEQR EAF should include the residential and commercial in the land use response and address the “no” floodplain response. The site plan should include flood elevations, building elevations, grading and drainage, flood-resistant measures, and zoning notes.

The case files was routed to the Binghamton Metropolitan Transportation Study (BMTS), New York State Department of Transportation (NYSDOT), Broome County Department of Public Works (DPW), and Broome County Health Department (BCHD) for review. BMTS, NYSDOT, and BCHD had no comments.

Art Boyle asked about drainage. Mr. Pritchard stated that the water would run from the middle to either the front or the back where there are already two detention ponds.

Attorney Mark Spinner asked that Brett talk with the code officer on permits needed. Building permits and a flood permit. It was noted that the property has a LOMA (Letter of Map Amendment) on file with the town. (see attached)

Attorney Mark Spinner reviewed SEQR with the board.

Chairperson Chris Ostrowsky made a motion SEQR/Negative Declaration:

I move that the Planning Board classify the 618 Conklin Rd. site plan application for the proposed 40' x 140' pre-engineered metal storage building as an Unlisted Action under SEQRA, complete Parts 2 and 3 of the Short Environmental Assessment Form as discussed on the record, and issue a Negative Declaration, finding that the proposed action will not result in any significant adverse environmental impacts.

Dan Smith second motion.

Dan Smith	Yes
Art Boyle	Yes
Sandi Beam	Yes

Chris Ostrowsky Yes

All approved.

Attorney Spinner read the following Resolution.

TOWN OF CONKLIN PLANNING BOARD

**RESOLUTION CLASSIFYING ACTION UNDER SEQRA, ISSUING NEGATIVE
DECLARATION, AND APPROVING SITE PLAN WITH CONDITIONS**

**618 Conklin Road / Pritchard Development Corporation
Tax Map No. 161.11-1-5**

At a regular meeting of the Planning Board of the Town of Conklin, held at Conklin Town Hall, 1271 Conklin Road, Conklin, New York on the 20th day of July, 2026, the following resolution was offered and seconded:

WHEREAS, Brian Winters/Pritchard Development Corporation has applied for site plan approval for the construction/installation of a 40' x 140' pre-engineered metal building to be used for additional storage at 618 Conklin Road, Binghamton, New York, Tax Map No. 161.11-1-5; and

WHEREAS, the property is located in the Town's Limited Industrial zoning district; and

WHEREAS, the submitted materials include a Planning Board application, Short Environmental Assessment Form, stamped/sealed foundation and site location plans, parcel mapping materials, an elevation certificate, and related supporting materials; and

WHEREAS, Chapter 140 of the Town Code authorizes the Planning Board to review and approve site plans, and all permitted uses in the Limited Industrial district are subject to site plan review under Article XXVI of Chapter 140; and

WHEREAS, the proposed building is represented to be an accessory storage building customarily incidental to the existing permitted principal use on the same lot, and the applicant has represented that the building will comply with the accessory-building height limitation in Chapter 140; and

WHEREAS, the Planning Board has reviewed the application pursuant to Chapter 140, including the site plan review factors set forth in § 140-154; and

WHEREAS, the Planning Board referred the application to the Broome County Department of Planning and Economic Development pursuant to General Municipal Law §§ 239-l and 239-m; and

WHEREAS, by letter dated July 13, 2026, Broome County advised that it did not identify any significant countywide or inter-community impacts, but provided comments regarding FEMA floodplain mapping, EAF/site plan completeness, flood elevations, building elevations, grading/drainage, flood-resistant measures, hazardous-material restrictions, and zoning notes; and

WHEREAS, the Planning Board has considered the County Planning comments and addresses them through the findings and conditions set forth below; and

WHEREAS, the Planning Board has reviewed the Short Environmental Assessment Form, the application materials, the site plan materials, the County Planning comments, parcel/floodplain materials, and the applicant's presentation; and

WHEREAS, the Planning Board classifies the proposed action as an Unlisted Action under SEQRA; and

WHEREAS, the Planning Board has reviewed Part 1 of the Short Environmental Assessment Form and has completed Parts 2 and 3 of the Short Environmental Assessment Form as lead agency; and

WHEREAS, in completing Part 2, the Planning Board considered potential environmental impacts relating to land, geology, surface water, groundwater, flooding, air, plants and animals, agricultural resources, aesthetic resources, historic and archaeological resources, open space and recreation, critical environmental areas, transportation, energy, noise, odor, light, human health, consistency with community plans, and community character; and

WHEREAS, the Planning Board found that the proposed action will result in no or small environmental impacts, and that any remaining issues relating to building height/zoning compliance, final grading and drainage, and Chapter 76 floodplain review can be addressed through conditions of site plan approval; and

WHEREAS, Part 3 of the Short Environmental Assessment Form has been completed based upon the Board's review of the whole record and the findings set forth herein.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Board hereby makes the following findings:

1. The project is located in the Limited Industrial zoning district.
2. The proposed building is intended for additional storage in connection with the existing site use and is consistent with the character of the developed industrial/commercial property and surrounding area.
3. The proposed building is an accessory storage building customarily incidental to the existing permitted principal use on the same lot.
4. Based upon the applicant's representation and the record before the Board, the proposed accessory building will comply with the applicable accessory-building height limitation under Chapter 140.

5. The project constitutes a new land use activity/new structure requiring site plan review under Chapter 140.
6. The Planning Board has considered the site plan factors in § 140-154, including building location, size, design and compatibility; traffic access and circulation; parking and loading; pedestrian access; stormwater and drainage; water and sewer; fire and emergency access; flooding/erosion susceptibility; and neighborhood compatibility.
7. The project will use existing site access and circulation and is not expected to materially increase traffic.
8. The project does not propose new public water or wastewater connections based on the submitted EAF.
9. The principal remaining issues identified in the record relate to final building-code review, floodplain/Chapter 76 review if applicable, and stormwater/grading/drainage details.
10. The Planning Board has considered the Broome County 239-m comments and finds that those comments can be adequately addressed through conditions of approval.
11. Subject to the conditions set forth below, the proposed site plan will not create undue adverse impacts on adjoining properties, traffic, drainage, utilities, emergency access, flooding/erosion, or neighborhood character.
12. The Planning Board finds, based upon review of the Short EAF and the whole record, that the proposed action is an Unlisted Action under SEQRA and, as conditioned, will not result in any significant adverse environmental impacts.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Planning Board hereby classifies the proposed action as an Unlisted Action under SEQRA; and

BE IT FURTHER RESOLVED, that the Planning Board hereby completes Parts 2 and 3 of the Short Environmental Assessment Form; and

BE IT FURTHER RESOLVED, that based upon review of the Short EAF, the application materials, the site plan materials, the County Planning comments, parcel/floodplain materials, the applicant's presentation, and the whole record, the Planning Board determines that the proposed action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, that the Planning Board hereby issues a Negative Declaration under SEQRA; and

BE IT FURTHER RESOLVED, that the Planning Board hereby approves the site plan for the proposed 40' x 140' pre-engineered metal accessory storage building at 618 Conklin Road, Tax Map No. 161.11-1-5, subject to the following conditions:

1. Before the Planning Board Chair signs the final approved site plan and before issuance of a building permit, the applicant shall submit any final or supplemental site plan materials reasonably required by the Code Enforcement Officer and/or Town Engineer to address the Broome County Planning comments, including floodplain notation, building elevation information, grading/drainage, and zoning notes.
2. The final building permit plans shall be consistent with the applicant's representation that the proposed structure is an accessory storage building and complies with the accessory-building height limitation under Chapter 140. This approval does not grant any variance, special permit, Town Board height approval, or approval for a principal building exceeding the applicable height limitation.

Before issuance of a building permit, the Code Enforcement Officer/local floodplain administrator shall determine whether the proposed building footprint or related

1. disturbance is within the mapped special flood hazard area. If Chapter 76 applies, the applicant shall obtain all required floodplain development approvals and submit required elevation/floodproofing documentation before construction.
2. Before issuance of a building permit, the applicant shall submit grading and drainage information acceptable to the Code Enforcement Officer and/or Town Engineer confirming that stormwater will be managed without adverse impact to adjoining properties or public facilities.
3. The applicant shall obtain all required permits and approvals before construction, including the building permit and any required floodplain, utility, stormwater, or highway/right-of-way approvals. No use or occupancy shall occur until the required certificate of occupancy or certificate of compliance is issued.

BE IT FURTHER RESOLVED, that the Planning Board Chair is authorized to sign the final approved site plan after the Code Enforcement Officer, Town Engineer if applicable, and Town Attorney determine that the above conditions precedent to signature have been satisfied; and

BE IT FURTHER RESOLVED, that any material change to the approved site plan, including building location, size, height, use, drainage, access, or floodplain compliance measures, shall require review by the Code Enforcement Officer and, if required, further Planning Board approval; and

BE IT FURTHER RESOLVED, that the Planning Board Secretary or other appropriate Town official shall transmit a copy of this decision to Broome County Planning within seven days of this action.

AND BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

CERTIFICATION

I, Chris Ostrowsky, do hereby certify that I am the acting Chairperson of the Town of Conklin Planning Board and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Planning Board of the Town of Conklin at a meeting thereof held at the Conklin Town Hall on July 20, 2026. Said resolution was adopted by the following roll call vote:

Chris Ostrowsky voted:	Yes
Sandy Beam voted:	Yes
Art Boyle voted:	Yes
Dan Smith voted:	Yes

Chairperson Ostrowsky site plan Approval Motion

I move that the Planning Board adopt the site plan approval resolution for the 618 Conklin Road application, including the findings set forth in the resolution, and approve the site plan for the proposed 40' x 140' pre-engineered metal storage building, subject to the conditions stated in the resolution.

Dan Smith second the motion.

Chris Ostrowsky	Yes
Art Boyle	Yes
Sandi Beam	Yes
Dan Smith	Yes

The August Planning Board meeting will be changed to August 24, 2026

A Public Hearing Notice will be posted.

Chairman Chris Ostrowsky asked for a motion to adjourn the meeting.

Dan Smith made a motion to adjourn meeting.

Sandi Beam second. All present board members approved. Meeting Closed 7:42 p.m.

Next Planning Board Meeting is scheduled for Monday, August 24, 2026 at 7:00 PM.

Respectfully Submitted,

Mary Plonski