

**TOWN OF NEW HARTFORD
PLANNING BOARD MINUTES
MONDAY, JULY 13, 2026
TOWN OF NEW HARTFORD MUNICIPAL OFFICES
8635 CLINTON STREET, NEW HARTFORD, NEW YORK**

The Planning Board meeting was called to order by Chair Heather Mowat at 5:30 P.M. at which time the Pledge of Allegiance was recited. In attendance were Planning Board Members Julius Fuks, Jr., Lisa Britt, and Wilmar Sifre. Also in attendance were Town Attorney Herbert Cully, Esq., Richard Sherman, Highway Superintendent, Engineer John Dunkle, and Codes Enforcement Officer George Farley. Absent: Board Members Manzur Sikder and Jim Decker; and Dory Shaw, Secretary.

Minutes of the June 8, 2026 Planning Board meeting were approved as written. All in favor.

Special Use Permit for NBT Bank, 8549 Seneca Turnpike, New Hartford, New York. Tax Map #328.012-2-1; Zoning: C1 General Business. The applicant is proposing to install a 6' light gray vinyl fence approximately 48' off New York State Route 5, curb, 10' off NBT parking lot curb between NBT and Hoffman Car Wash. (Public Hearing was held at the June 8, 2026 Planning Board meeting and hearing concluded). Mr. Timothy Thompson is appearing before the Board.

This matter was tabled until the July 13, 2026 Planning Board meeting when Mr. Thomson will come back to the Board with additional information.

Additional information received and explained. Motion to approve the fence as submitted was passed and approved by Planning Board members.

Continuation of Public Hearing, Special Use Permit for House of the Good Shepherd, 1550 Champlin Avenue, Utica, New York (Town of New Hartford). The applicant is proposing to install an 8' chain link fence on the northwest (rear) property of their complex. Barbless Wire Option on top of fence to deter climbing. Tax Map #317.000-2-1.1; Zoning: Institutional. Mr. Brian McKee, Chief Executive Director and Mr. Clint Lanckton, Maintenance Director appeared before the Board.

The Board Members reviewed the submittals and asked for further information with a site plan depicting where the House of the Good Shepherd intends to erect the climb-proof fence. Mr. McKee will submit this to the members for the next meeting.

Burger King, 8515 Seneca Turnpike, New Hartford, New York. Preliminary and/or final review of a proposed addition of secondary drive-thru lane, upgrades to outside pavement, landscaping, and facade improvements. Tax Map #328.012-1-65; Zoning: C1 General Commercial. Mr. Andrew Hintenach of Sky High Architecture appeared before the Board.

The Board Members would have liked to have seen a full size presentation. The Town Engineer did not have a problem with the curb cuts as NYSDOT had approved them when installed. Discussion ensued on how the NYSDOT recommendations would affect the site work. Chair Mowat wanted to hear the Board's comments on what parking was being eliminated and new parking/drive thru. Comments made regarding signage. Double drive thru stacking was addressed – this site is much deeper than the existing McDonald's across the street.

The Civil Engineer's response on plans were that he could submit larger copies; clearly delineate existing parking spaces to be removed and confirm drive thru will not stack into roadway. He plans to be on the August 10, 2026 Planning Board agenda. He will have updated information.

Charles T. Sitrin, Cedarbrook Village, Minor Subdivision approval (lot line adjustments). Tax Map 11 Christine Court N., Tax Map #340.006-1-21; 15 Christine Court, Tax Map #340.005-2-14; 13 Christine Court N., Tax Map #340.006-1-22.

Town Attorney Cully explained the reasons for this subdivision. Approved as presented, plans to be signed.

There being no further business, the meeting adjourned at approximately 6:30 P.M.

Notes taken by staff as secretary Dory Shaw was not present.