

**TOWN OF NEWSTEAD - PLANNING BOARD MINUTES**  
**Newstead Town Hall – 6:30PM**  
**October 6, 2025**

**MEMBERS**

**PRESENT:** Tom Cowan, Chairperson  
Andy Kelkenberg  
John Potera  
Don Hoefler  
John Olaf  
Christine Falkowski

**OTHER:** Julie Brady, Recording Clerk  
Dave Miller, CEO  
Tim Martin (non-voting alternate)

**ABSENT:** Erik Polkowski  
Jacob Halleck (non-voting alternate)

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The planning board meeting began at 6:33pm.

The minutes from September 8, 2025 were reviewed. Christine F. motioned to approve the minutes, seconded by John P.. Hearing all other Ayes, No Nays, the minutes were approved.

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**Pre-application conference, 20-Lot Major Subdivision on the 88-acre northwest corner of Clarence Ctr. Rd. and Dye Rd..** Request made by: Jason Burfard, GPI, Kelly Schultz, 11080 Stage Rd. and Sam Lanasa, 11210 Stage Rd.

Kelly S. stated that they would like to subdivide 20 road frontage lots, many of them being over 5-acre deep lots. All of the proposed lots have at least 150 feet of frontage. The land is currently weeds and brush. This area has wetlands mainly in the rear of some lots. Across the street on Dye Rd. is all developed with nice homes so this subdivision will be in character with the neighborhood.

The planning board asked several questions and commented on the following:

- Wetland delineation will be required
- Easement for the Town to continue to mow the swale
- Stormwater drainage

Tom C. asked if they have a builder for the subdivision or will the owner be able to obtain their own builder. Kelly S. stated that they have not spoken to a builder but would like to construct a model home to get the subdivision started.

The board recommended they move forward with the subdivision application process.

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The planning board reviewed the pending items on the agenda, discussed the home-based business code and potential training on land conservations.

John P. motioned to adjourn the meeting at 7:31pm. Seconded by John O. Hearing All Ayes, No Nays, the meeting was adjourned.

Respectfully Submitted,

Julie Brady, Recording Clerk