

TOWN OF NEWSTEAD - PLANNING BOARD MINUTES
Newstead Town Hall – 6:30PM
October 26, 2026

MEMBERS

PRESENT: Andy Kelkenberg, Acting Chairperson
John Potera
John Olaf
Erik Polkowski
Christine Falkowski
Tim Martin
Jacob Halleck (Alternate)
ABSENT:: Tom Cowan, Chairperson
Dave Miller, CEO
OTHER: Julie Brady, Recording Clerk

**UNOFFICIAL
MINUTES**

The planning board meeting began at 6:33pm. by reviewing the minutes of September 28, 2026. Jacob H. motioned to approve the minutes. Andy K.& Erik P. abstained as they were not in attendance. John O. seconded the motion. Hearing All Ayes, No Nays, the minutes were approved unanimously.

Site Plan Application for Zackey Landscaping Business located in the C2/Route 5 overlay zone at 11681 Main Rd., owned by Thomas and Candy Zackey. Jonathan Long, P.E. & Lee Talley, P.E. of Long Talley Engineering, P.C. were present representing the Zackeys.

Jonathan Long presented the site plan. The current property has an old, dilapidated garage where Zackeys store their lawn equipment, and an existing curb cut driveway that is grown over. The site plan request is to construct a 7,200 sq. ft. pole barn with 6 bays for a cold storage warehouse with no water or electricity. Jon L. clarified that this property will not be rented out but will only be used for Zackey's landscaping business. The site plan also includes a 40' x 20' mulch bin (3-sided structure) and a stormwater detention basin. A delineation was completed by the DEC showing that the project will not affect any wetlands. Excavation on the site will be minimal. A six-foot high privacy fence will surround the property, screening all outdoor storage. The parking is gravel as well as the stone floor in the pole barn where mowing equipment will be stored. The interior is designed to be wide-open with 6 bay doors and 6-man doors. There will be a 20-foot locked gate with a knox box or chain that could be cut by the fire company. This site will not be open for business to the public, just employees. The mulch bins and reworking the driveway are the first projects the Zackeys would like to begin with the pole barn to be constructed at a later date.

John P. asked what type of fence. Jon L. indicated it would be a picket fence.

Erik P. asked if a proposed future sign could be added to the site plan with the address on it.

John P. enquired about lighting. Jon L. stated that nothing is proposed at this time. John P. asked if vehicles will be stored/parked on-site. Jon L. stated no. John P. noted that if he changes anything, he will need to come back to the planning board.

The board discussed the setback and height of the fence and requested it be clearly noted on the site plan and recommended speaking directly with Dave Miller regarding the Town Code. The fence may require a variance or may need to be shifted to the south.

Andy K. noted that the Town Engineer was satisfied with the revisions. The planning board agreed to the following additions to the site plan before making the recommendation to the Town Board:

1. The height and setback of the fence (check with Dave Miller)
2. Notation of a proposed sign according to the Town Code 327
3. Decorative stone wall, should span at least 50% of the frontage.

The next planning board meeting will be November 9th to review the site plan again.

Town Engineer, Tim Walck joined the meeting to review the subdivision requests and Town Codes.

Hearing no further comments, John P. motioned to adjourn the meeting. Tim M.. seconded the motion. Hearing All Ayes, No Nays, the meeting was adjourned at 7:25pm.

Respectfully Submitted,

Julie Brady, Recording Clerk