

City of Oneida Planning Commission & Zoning Board of Appeals Meeting Checklist, February 10th, 2026

GENERAL MEETING CHECKLIST

City Hall – 109 N. Main Street, Oneida, NY 13421

Common Council Chambers

Tuesday, February 10, 2026, 6:00 PM

Call to Order time: _____

Roll Call

<u>Attendees</u>	<u>Present</u>	<u>Absent</u>	<u>Arrived Late/Time</u>
Perry Tooker (Chair)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Todd Schaal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Gregg Myers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Kipp Hicks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Pat Thorpe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Dave Scholl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Andrea Hitchings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

Also Attending

<u>Name/Title</u>	<u>Present</u>	<u>Absent</u>	<u>Notes</u>
Steve Vonderweidt/City Planner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jeannie Markel/Account Clerk	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jay Ackerman/Code Enforcement	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____/Fire Department	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____/_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

Date: _____

Minutes from Meeting Date

January 13th, 2026 Regular Meeting

Amendment? (if necessary): _____

Approve Minutes – Motion

Member	Moved Second	
Perry Tooker (Chair)	<input type="checkbox"/>	<input type="checkbox"/>
Todd Schaal	<input type="checkbox"/>	<input type="checkbox"/>
Gregg Myers	<input type="checkbox"/>	<input type="checkbox"/>
Kipp Hicks	<input type="checkbox"/>	<input type="checkbox"/>
Pat Thorpe	<input type="checkbox"/>	<input type="checkbox"/>
Dave Scholl	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Hitchings	<input type="checkbox"/>	<input type="checkbox"/>

Total Aye: _____ Total Nay: _____ Motion Result: ☐ Passed ☐ Failed

Adjournment

Adjourn Time: _____

Adjourn – Motion

Member	Moved Second	
Perry Tooker (Chair)	<input type="checkbox"/>	<input type="checkbox"/>
Todd Schaal	<input type="checkbox"/>	<input type="checkbox"/>
Gregg Myers	<input type="checkbox"/>	<input type="checkbox"/>
Kipp Hicks	<input type="checkbox"/>	<input type="checkbox"/>
Pat Thorpe	<input type="checkbox"/>	<input type="checkbox"/>
Dave Scholl	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Hitchings	<input type="checkbox"/>	<input type="checkbox"/>

Total Aye: _____ Total Nay: _____ Motion Result: ☐ Passed ☐ Failed

Chairperson Signature: _____ Date: _____

City of Oneida

Planning Commission Zoning Board of Appeals

Regular Meeting Agenda

Council Chambers, City Hall, 109 N. Main Street

Tuesday, February 10th, 2026 – 6:00 PM

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – January 13th, 2026 Regular Meeting

Item #1 – Hotel Oneida, 181 Main Street

Conditional Use Permit Modification to extend the construction completion deadline for the previously approved Hotel Oneida project located at 181 Main Street, Tax Map #30.80-1-54, zoned DC (Downtown Commercial), by The Oneida Group, LLC.

Planning:

The applicant requests a modification to the previously issued Conditional Use Permit to extend the construction completion deadline by an additional two (2) years. No changes are proposed to the approved use, intensity, site layout, building footprint, parking, or access. All previously approved Conditional Use Permit conditions would remain in full force and effect.

239 Review:

Not required – administrative action with no change to site conditions.

SEQRA:

Type II (6 NYCRR 617.5[c][1] and [26]) – Administrative action involving no material change to a previously approved project.

4. Old Business
None.
5. New Business
To be determined at meeting.
6. Adjournment
Motion to adjourn.

CITY OF ONEIDA

PLANNING COMMISSION / ZONING BOARD OF APPEALS

REGULAR MEETING MINUTES

Date: January 13th, 2026

Time: 6:00 P.M.

Location: Common Council Chambers, City Hall, 109 N. Main Street, Oneida, NY

Call to Order

Chairperson Perry Tooker called the meeting to order at 6:00 P.M.

Roll Call

Present: Perry Tooker (Chair), Kipp Hicks, Pat Thorpe, Dave Scholl

Absent: Todd Schaal, Greg Myers, Vacant (Barbara Henderson – retired; seat pending appointment)

Also Present: Steve Vonderweidt (Director of Planning & Development), Jeannie Markle (Codes & Planning), Jay Ackerman (Code Enforcement Officer)

Quorum: Achieved.

Approval of Meeting Minutes

November 18th 2025 – Approved as

presented. Motion: Hicks / Second: Thorpe

Vote: Ayes – Unanimous / Motion Carried

Item #1 – Area Variance – 221 Maple Drive

Applicant / Owner: Nathan Ryan Kling

Location: 221 Maple Drive, Oneida, NY

Tax Parcel: 38.56-1-29

Zoning: R-2 Residential-2

Request: Area variance to allow an approximately eight (8) foot reduction from the required side-yard setback pursuant to City of Oneida Code §190-14(D)(2) to permit construction of a residential accessory shed.

Discussion:

The applicant presented a request to construct a residential accessory shed that does not meet the minimum required side-yard setback under the City of Oneida Zoning Code. The Board reviewed the site plan, lot configuration, existing development pattern, and the proposed location of the shed relative to adjoining properties.

The Board discussed the statutory area variance criteria, including whether an undesirable change would be produced in the character of the neighborhood, whether the benefit sought could be achieved by other feasible means, the substantiality of the variance, potential adverse environmental or physical impacts, and whether the difficulty was self-created.

The Board found that the requested variance was dimensional in nature, would not result in an undesirable change to the character of the neighborhood, would not create adverse impacts on nearby properties, and represented a minor deviation from zoning requirements.

SEQRA: Type II Action – No further environmental review required pursuant to 6 NYCRR §617.5(c)(1) and §617.5(c)(15).

Motion to Open Public Hearing:

Motion: Scholl / Second: Thorpe

Vote: Ayes – Unanimous / Motion Carried

No members of the public spoke.

Motion to Close Public Hearing:

Motion: Thorpe / Second: Scholl

Vote: Ayes – Unanimous / Motion Carried

Motion to Approve Area Variance:

Approve the area variance for 221 Maple Drive to allow an eight (8) foot reduction from the required side-yard setback for construction of a residential accessory shed, subject to compliance with the City of Oneida Zoning Code and issuance of all required building permits.

Motion: Hicks / Second: Thorpe

Vote: Ayes – Unanimous / Motion Carried

Action: Area Variance approved.

Item #2 – Conditional Use Permit – 1566 Middle Road (Buddhist Temple / Monk Residence)

Applicant: Dinh Thanh Temple

Owner: Church of Jesus Christ of Latter-Day Saints

Location: 1566 Middle Road, Oneida, NY

Tax Parcel: 47-1-24

Zoning: Agricultural

Request: Conditional Use Permit to allow continued use of an existing church building as a Buddhist temple, including on-site residence by monks as accessory to the religious use.

Discussion:

The applicant presented the request to continue use of the existing structure as a Buddhist temple with limited on-site residential occupancy by monks. The Board discussed the scope of the proposed use, emphasizing that the approval was limited to religious worship and customary accessory religious activities only. The Board specifically discussed occupancy, parking, operational impacts, and the importance of ensuring that no physical expansion or site changes occur without further review.

The Board noted that the applicant confirmed in writing that no exterior alterations, site work, parking changes, or building expansion were proposed as part of this application, and that the existing site layout would remain unchanged from its prior use as a church.

SEQRA: Type II Action – No further environmental review required pursuant to 6 NYCRR §617.5(c)(1) and §617.5(c)(7).

239 Review:

Staff reported that the subject parcel does not front or lie within five hundred (500) feet of a county or state roadway; therefore, General Municipal Law §239-m review was not required.

Motion to Open Public Hearing:

Motion: Scholl / Second: Thorpe

Vote: Ayes – Unanimous / Motion Carried

No members of the public spoke.

Motion to Close Public Hearing:

Motion: Thorpe / Second: Scholl

Vote: Ayes – Unanimous / Motion Carried

Motion to Grant Conditional Use Permit:

Grant a Conditional Use Permit to allow continued use of the existing church building as a Buddhist temple, including on-site residence by monks as accessory to the religious use, at 1566 Middle Road, subject to the following conditions:

1. The approved use shall be limited to religious worship and customary accessory religious activities, including on-site residence by monks as accessory to the religious use.
2. No exterior alterations, site work, parking changes, or building expansion are approved as part of this action.
3. Any future exterior or site changes shall require separate review and approval by the City of Oneida Planning Commission / Zoning Board of Appeals.
4. All required building, fire, and occupancy permits shall be obtained and maintained in compliance with applicable City, State, and Federal codes.

Motion: Scholl / Second: Hicks

Vote: Ayes – Unanimous / Motion Carried

Action: Conditional Use Permit approved.

Item #3 – Traditional Use Permit Extension – Hotel Oneida

Location: Hotel Oneida, Oneida, NY

Discussion:

The Board discussed a request related to the Hotel Oneida project. During the discussion, a Board member recused themselves from participation due to a conflict of interest. As a result of the recusal, the Board no longer had a quorum necessary to take formal action on the item.

Motion to Table:

Table the Hotel Oneida item due to lack of quorum.

Motion: Tooker / Second: Scholl

Vote: Ayes – Unanimous / Motion Carried

Action: Item tabled. No action taken.

Other Business**2026 PCZBA Meeting Schedule**

At the request of the Chair, the Board reviewed the proposed 2026 Planning Commission / Zoning Board of Appeals meeting schedule.

Motion to Approve 2026 Meeting Schedule:

Approve the 2026 PCZBA meeting dates and times as presented.

Motion: Hicks / Second: Thorpe

Vote: Ayes – Unanimous / Motion Carried

Public Comment

No members of the public offered comment.

Adjournment

Motion to Adjourn: Scholl / Second: Hicks

Vote: Ayes – Unanimous / Motion Carried

Time: 7:18 P.M.

Respectfully submitted,

Steve Vonderweidt, MBA

Director of Planning & Development

City of Oneida

Hotel Oneida – Conditional Use Permit Extension

PCZBA Project Checklist

Applicant: The Oneida Group, LLC

Property: 181 Main Street

Tax Map #: 30.80-1-54

Zoning: DC (Downtown Commercial)

File #: 2023-019

PCZBA Meeting Date: February 10, 2026

Applicant in Attendance: ☐ Yes ☐ No

239 Review

Not required – Administrative modification with no change to project scope, site layout, access, or conditions.

Motion #1 — SEQRA Classification

Type II

(6 NYCRR §617.5[c][1] & §617.5[c][26] – Administrative action involving no material change to a previously approved project)

Member	Moved Second	
Perry Tooker (Chair)	<input type="checkbox"/>	<input type="checkbox"/>
Todd Schaal	<input type="checkbox"/>	<input type="checkbox"/>
Gregg Myers	<input type="checkbox"/>	<input type="checkbox"/>
Kipp Hicks	<input type="checkbox"/>	<input type="checkbox"/>
Pat Thorpe	<input type="checkbox"/>	<input type="checkbox"/>
Dave Scholl	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Hitchings	<input type="checkbox"/>	<input type="checkbox"/>

Total Aye: _____

Total Nay: _____

Motion Result: ☐ Passed ☐ Failed

Motion #2 — SEQRA Declaration

Type II – No further environmental review required

Member	Moved Second	
Perry Tooker (Chair)	<input type="checkbox"/>	<input type="checkbox"/>
Todd Schaal	<input type="checkbox"/>	<input type="checkbox"/>
Gregg Myers	<input type="checkbox"/>	<input type="checkbox"/>
Kipp Hicks	<input type="checkbox"/>	<input type="checkbox"/>
Pat Thorpe	<input type="checkbox"/>	<input type="checkbox"/>
Dave Scholl	<input type="checkbox"/>	<input type="checkbox"/>
Andrea Hitchings	<input type="checkbox"/>	<input type="checkbox"/>

Total Aye: _____

Total Nay: _____

Motion Result: ☐ Passed ☐ Failed

Motion #3 — Approve Conditional Use Permit Modification (Extension)

Request:

Approve a modification to the previously issued Conditional Use Permit to extend the construction completion deadline for the Hotel Oneida project located at 181 Main Street, Tax Map #30.80-1-54, zoned DC (Downtown Commercial).

Conditions:

- ☐ The construction completion deadline is extended for **two (2) years** from the date of adoption of this action.
- ☐ All previously approved Conditional Use Permit conditions shall remain in **full force and effect**.
- ☐ This approval authorizes **no changes** to the approved use, intensity, site layout, building footprint, parking, access, or other site conditions.

Member	Moved Second	
Perry Tooker (Chair)	<input type="checkbox"/>	<input type="checkbox"/>
Todd Schaal	<input type="checkbox"/>	<input type="checkbox"/>
Gregg Myers	<input type="checkbox"/>	<input type="checkbox"/>

Member	Moved Second	
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Kipp Hicks	<input type="checkbox"/>	<input type="checkbox"/>
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Pat Thorpe	<input type="checkbox"/>	<input type="checkbox"/>
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Dave Scholl	<input type="checkbox"/>	<input type="checkbox"/>
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Andrea Hitchings	<input type="checkbox"/>	<input type="checkbox"/>
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Total Aye: _____ **Total Nay:** _____ **Motion Result:** ☐ Passed ☐ Failed

Chairperson Signature: _____ **Date:** _____

CITY OF ONEIDA — PLANNING COMMISSION & ZONING BOARD OF APPEALS

RESOLUTION OF APPROVAL

Project: Conditional Use Permit Modification – Extension of Completion Date

Address: 181 Main Street, Oneida, NY 13421

Applicant: The Oneida Group, LLC

Tax Map #: 30.80-1-54

Zoning: Downtown Commercial (DC)

Meeting Date: February 10, 2026 – 6:00 p.m. (Council Chambers, City Hall)

WHEREAS, the applicant, **The Oneida Group, LLC**, previously received approval from the City of Oneida Planning Commission & Zoning Board of Appeals for a **Conditional Use Permit** to allow restaurant and residential uses within the former Hotel Oneida located at **181 Main Street**, Oneida, New York, Tax Map #30.80-1-54, zoned **Downtown Commercial (DC)**; and

WHEREAS, the Conditional Use Permit approval, granted on **July 11, 2023**, included a condition requiring construction to be completed within two (2) years of the date of approval; and

WHEREAS, the applicant has submitted a request to **modify the Conditional Use Permit** to extend the construction completion deadline; and

WHEREAS, the requested modification does **not** alter the previously approved use, intensity, site layout, building footprint, parking, access, or utilities; and

WHEREAS, the proposed action constitutes a **Type II action** pursuant to **6 NYCRR §617.5(c)(1) and §617.5(c)(26)** of the State Environmental Quality Review Act (SEQRA), requiring no further environmental review; and

WHEREAS, the subject property does not front or lie within five hundred (500) feet of a county or state roadway or facility; therefore, **General Municipal Law §239-m referral is not required**; and

WHEREAS, the City of Oneida Planning Commission & Zoning Board of Appeals reviewed the request at a duly convened public meeting on **February 10, 2026**, and determined that the requested extension is reasonable and consistent with the previously approved project;

NOW, THEREFORE, BE IT RESOLVED that the **City of Oneida Planning Commission & Zoning Board of Appeals** hereby **APPROVES** the request to **modify the Conditional Use Permit** for the project located at **181 Main Street** to extend the construction completion deadline, subject to the following conditions:

1. The construction completion deadline is hereby extended for a period of **two (2) years** from the date of adoption of this resolution.
2. All previously approved Conditional Use Permit conditions shall remain in full force and effect unless expressly modified herein.
3. This approval authorizes **no changes** to the approved use, intensity, site layout, or site conditions.

Adopted: February 10, 2026

Moved by: _____ Seconded by: _____

Vote: ☐ Approved ☐ Denied ☐ Tabled

Chairperson: _____ Date: _____