

**TENTATIVE AGENDA**  
**Town of Vienna**  
**Planning Board (PB) Regular Meeting**  
**November 20, 2025 7:00 PM**

**Call to Order**

**Minutes Approval:**

October 16, 2025 Regular Meeting  
November 13, 2025 Special Meeting

**Correspondence:**

- Submitted 239m review for SUB2025-04 Preston Hill Rd.
- Prepared and distributed letters of determination for SUP2025-05 Tourist Home.
- Received recommendations from DOT on SUP2025-06 Equipment Building. No letter of determination created. Waiting on further direction from the PB.
- Reminded St. John's Church about updated reallocation survey maps.
- Submitted legal notice for 1 public hearing scheduled for tonight.
- Coordinated plat updates for Relot2024-02 St. John's Church.
- Prepared and distributed a letter to extend SUP2024-04 6 months (Deer Ridge Cabins).
- Coordinated and attended Campground Information meeting on 11/12/2025.
- Coordinated the special PB meeting on 11/13/2025.
- Received training certificates from Miranda Ward. Sent reminders to PB.
- Received a call from Paul Rosati asking for a site plan review.
- Researched a 2021 Special Use Permit Application for a campground at 7592 Vienna Rd.

**Public Hearings:**

**7:10 SUB2025-04 Christmas & Assoc. 3-lot Subdivision;** 198.000-2-23.2; 8055 Preston Hill Rd; 16.5 acres, Zone: RR-2.

**Unfinished Business:**

**SUB2025-04 Christmas & Assoc. 3-lot Subdivision;** 198.000-2-23.2; 8055 Preston Hill Rd; 16.5 acres, Zone: RR-2. Received responses from Oneida DPW and Oneida County Planning. Due date was 11/19/25.

**SUP2025-06 Jeff Moore (North Shore Prop. Man. LLC);** Special Use Permit Additional 9600 sf Equipment Building; Zone C; 7596 NYS Rte 13; 3.7 acres. The 239m review was submitted to OC, DOT, and DEC on 9/30/2025 after receiving a copy of the site plan. Received recommendations from NYS DOT which were sent to applicant. A new motion from PB is required.

**SUP2025-04 Galway Amy/Paul,** Special Use permit for second residential structure; 7800 Mill Rd; 215.000-2-10; 36.4 acres; Zone RR2. PB requested a survey to verify setbacks. Received a survey map. Surveyor prepared a subdivision survey. Owner wants to pursue the 2<sup>nd</sup> residential structure.

**New Business: None**

**Sketch Plan Reviews:**

**Paul Rosati** – possible subdivision of 575 NYS Route 49, 215.000-1-24.2, 11.9 acres, 600+' road frontage, Zone SR.

**Other:** Zoning Law updates

**Next Regular Meeting:** December 18, 2025 (new agenda items due December 11, 2025).

**Public Comments**

TOWN OF VIENNA  
CODE OF CONDUCT

RESOLUTION #14 OF 2025

WHEREAS, In an effort to provide an atmosphere conducive to conducting the official business of the Town of Vienna, The Town Board of said Town has adopted the following resolution.

BE IT RESOLVED that the Town Board of the Town of Vienna adopts the following standards of conduct on any Town Property to comply with the TOV Handbook.

- A. All persons, either public official or private citizen, shall refrain from making inappropriate, offensive, insulting, or malicious remarks to anyone. Likewise, vocal, boisterous, or other disruptive demonstrations which will disrupt the orderly flow of Town business or Town meetings will not be allowed. Any person engaging in this type of behavior shall be ruled out of order and shall be escorted from the building.
- B. Elected Officials, Appointed Officials, and Employees shall be expected to treat each other and the public with respect.
- C. Any person who observes or overhears any violation of this order will contact the most senior town official in attendance of this violation. Said senior town official will deliver a copy of this resolution to the violator and request that the violator refrain from such conduct. If the violator continues the use of said language in addition to any other sanction prescribed under the New York State Penal Law, he (she) will be ordered to immediately vacate the property.

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Date: January 8, 2025