

Town of Caledonia Planning Board

3109 Main St., Caledonia, NY 14423
(585) 538-4927

MEETING MINUTES

The Planning Board held a Public Meeting at 7:30PM Wednesday, January 28, 2026 in the Town Hall.

MEETING CALLED TO ORDER

7:30PM by Chairman Sickles

Board Members Present:

- Mark Callan
- Stephanie Hann
- Jenea Rychlicki
- Steve Sickles
- Nick Sims
- Matt Sluberski
- Keith Stein

Others Present:

- JP Schepp, Town Engineer
- Dwight Kanyuck, Town Attorney

PLEDGE OF ALLEGIANCE

Chairman Sickles

APPROVAL OF MINUTES

Motion: Mr. Stein approves November 19, 2025 Planning Board Meeting Minutes

Seconded by: Mr. Callan

Aye: Chairman Sickles, Mrs. Hann, Ms. Rychlicki, Mr. Sims, Mr. Sluberski

Nay: None

Absent: None

Motion was carried.

INFORMATIONAL – SITEPLAN

Dean & Sue D'Agostino
2800 Caledonia LeRoy Road

Chairman Sickles welcomed Mr. & Mrs. D'Agostino to the meeting. A pre-existing ADU approval was granted. The applicants were told by the Town Clerk that the Town had all the documents in their files for the survey and site plan maps. The map provided was missing a lot of details that are needed for a full site plan. Chairman Sickles read the requirements for a complete site plan and the Town Code. A site plan will need to be provided and include all the requirements including the gravel driveway, curb cuts, and possible DOT approval. Updated plans will be provided to the clerk electronically and 10 paper copies 10 days prior to the next meeting they wish to attend.

FLOODPLAIN PERMIT

Todd Knobbe
Horseshoe Solar
875 River Road

Chairman Sickles welcomed Mr. Knobbe to the meeting. The last time Mr. Knobbe was here for boring. They hope to break ground next week, on or about 2/2/26. He is now here to place infrastructure in FEMA mapped floodway. Current law was written to keep structures above flood level. The Town and MR. Knobbe will work with Mr. Schepp to ensure it is functional but meets the requirements of the law. Mr. Knobbe will ensure the town received reports, analysis etc. The current analysis shows no rise. Mr. Kanyuck will prepare the permit, and Mr. Knobbe will work through the model and let the PB Clerk and Chairman know when he is ready to attend another meeting.

SITEPLAN APPROVAL

Angela Carrol, Jen Plunkett
Aaron’s Alley
4600 Avon Caledonia Road

Chairman Sickles welcomed Ms. Carrol and Ms. Plunkett to the meeting. The applicants responded to concerns brought up at the Public Hearing in November. (attached)

In the Matter of the Application of
Aaron’s Alley Dispensary and Aaron’s Alley Boutique

RESOLUTION

UPON MOTION OF MR SLUBERSKI, SECONDED BY MS. RYCHLICKI, IT IS UNANIMOUSLY RESOLVED THAT:

WHEREAS, the Town of Caledonia (“Town”) received an application, dated July 10, 2025, (the “Application”), from Jennifer Plunkett and Angela Carroll (together, the “Applicant”) for a site plan approval of two retail businesses from the Planning Board for a (1) NYS retail cannabis dispensary (the “Dispensary”) and (2) clothing, jewelry, and accessories retail boutique located at 4600 Caledonia Avon Road (Tax Parcel ID 24.-1-4.1) (the “Property”) in the Town of Caledonia (together, the “Project”); and

WHEREAS, the Property is located in the B-3 Highway Business District, which includes among the permitted uses, subject to site plan approval, “any retail business or retail service”; and

WHEREAS, the Dispensary, and the limitations on zoning restrictions associated with the Dispensary, is regulated by the NYS Cannabis Law and related regulations and overseen by the NYS Office of Cannabis Management (the “Office”); and

WHEREAS, the Town of Caledonia has not opted out from allowing cannabis dispensaries in the Town of Caledonia; and

WHEREAS, the Town Engineer provided comments on the Application by letter dated August 27, 2025 requesting an updated site plan to include lighting plan, detailed parking requirements, ADA accommodations, and proposed signage; and

WHEREAS, the site plan was updated per the comments of the Town Engineer and discussed at the October 22, 2025 Planning Boarding meeting; and

WHEREAS, the Planning Board provided feedback on the Application at the July 23, 2025, August 27, 2025, September 24, 2025, October 22, 2025, and November 19, 2025 Planning Board meetings; and

WHEREAS, at its meeting held on November 13, 2025, the Livingston County Planning Board reviewed the zoning referral for the Project and, by letter dated November 14, 2025, approved the Project and provided 5 advisory comments related to confirming an Agricultural Data Statement had been provided, floodplain issues were considered, that the SEQRA process was completed, that parking requirements were considered, and that sign requirements had been reviewed; and

WHEREAS, at the October 22, 2025 Planning Board meeting, the Planning Board resolved to set a public hearing on the Complete Application for the November 19, 2025 Planning Board meeting; and

WHEREAS, property owners located within 500 feet of the proposed Property were notified of the date of the public hearing and opportunity to provide comments on the Project; and

WHEREAS, the duly noticed public hearing was held on the Application for site plan approval at the November 19, 2025 Planning Board meeting and comments were received from the public and the applicant; and

WHEREAS, written comments were received from Jen Robee and the applicant submitted responses providing state regulatory requirements related to the public comments; and

WHEREAS, the public comments expressed concern regarding impacts to the adjacent dance studio and automobile business, including security concerns, loitering, exposure to minors, odors, signage, marketing and advertising, and whether a use variance is required; and

WHEREAS, the Cannabis Law preempts local setback requirements beyond those related to schools and public youth facilities as such terms are defined in the Cannabis Law; and

WHEREAS, the Cannabis Law requires a Security Plan (the "Security Plan"), approved by the Office, for: 24-hour surveillance of parking lot, entrances, cannabis storage areas, and point of sale locations; lighting indoors and out to allow surveillance; that cannabis products not be viewable from store windows; maintenance of foliage to prevent concealment; alarm systems; Office access to surveillance; identification of individuals to confirm they are greater than 21 years of age; and safe or vault storage of cash and cannabis products; and

WHEREAS, the Cannabis Law requires an Operations Plan (the "Operating Plan"), approved by the Office, that includes operating procedures for theft deterrence, loitering prevention, preventing consumption on the Property, cash handling, and monitoring of complaints; and

WHEREAS, the Cannabis Law limits the content of no more than two signs to the business name, contact information, health and use warnings, and the nature of the business with no depiction of cannabis products and not be attractive to individuals under the age of 21; and

WHEREAS, the Cannabis Law allows local municipalities to regulate: (1) retail hours of operation (but no less than 70 hours per week); (2) the visual or architectural integrity of the building if located within historical districts; (3) parking; (4) traffic control, including but not limited to pedestrian and vehicular traffic; (5) odor, pursuant to article 13-E of the Public Health Law and the Clean Indoor Air Act; (6) Noise; and (7) distance requirements between a retail dispensary and a public youth facility (as defined in the Cannabis Law as a facility owned by a government or government subdivision or agency, that is accessible to the public, where the primary purpose is to provide recreational opportunities or services to children or adolescents), if that distance requirement is no greater than 500 feet from the retail dispensary; and

WHEREAS, the Project is an unlisted action pursuant to the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, in accordance with SEQRA and regulations adopted to implement SEQRA, the Planning Board undertook an environmental review of the construction and operation of the Project and issued a Negative Declaration prior to the adoption of this Resolution at the September 24, 2025 Planning Board meeting.

NOW, THEREFORE, IT IS RESOLVED, that the Planning Board makes the following findings with regard to the site plan approval:

- The Project is a permitted use within the B-3 Highway Business District and the Project is located in the sole B-3 Highway Business District area in the Town;
- The Project complies with the area requirements, parking, and signage requirements of the zoning district;
- The Project complies with the setback requirements of the Cannabis Law and Zoning Code;
- The Cannabis Law requirements for the Security Plan and Operations Plan address the concerns raised at the public hearing but additional measures should be taken to screen the Project from the adjacent dance studio to the extent reasonably feasible.

IT IS FURTHER RESOLVED that the Site Plan is approved, subject to the Conditions to Approval listed in Exhibit "A" annexed hereto.

Exhibit A

Conditions to Approval

1. Solid fencing or other screening compliant with the building code shall be installed on the sidewalk between the Project building and the building on the adjacent property.
2. The Security Plan and the Operating Plan, as approved by the Office, shall be provided to the Zoning Enforcement Officer prior to the issuance of a certificate of occupancy for the Dispensary.
3. Compliance with the approved Security Plan and Operating Plan is an enforceable condition of this site plan approval.
4. The Applicant's shall notify the owners and operators of properties adjacent to the Property of the business hours for the Dispensary, contact information for the operators of the Dispensary for addressing concerns, and the procedure used by the Office for filing complaints with the Office regarding the Dispensary.

Aye: Chairman Sickles, Mr. Callan, Mrs. Hann, Mr. Sims, Mr. Stein

Nay: None

Absent: None

Motion was carried.

LIVINGSTON COUNTY PLANNING BOARD UPDATE

Update was given

TOWN BOARD

No update as liaison was not in attendance.

OLD BUSINESS

Planning board trainings – continue

Austin Genna – Prestige Pest Solutions – Town referral to the Planning Board. Letter was emailed to PB members in December. PB Clerk has not been contacted yet for placement on an agenda.

ADJOURNMENT

Motion: Mr. Sims motions to adjourn at 8:35PM

Seconded by: Mr. Sluberski

Aye: Chairman Sickles, Mr. Callan, Mrs. Hann, Ms. Rychicki, Mr. Stein

Nay: None

Absent: None

Motion was carried.

Minutes of this meeting were prepared by Katie Hillman and constitute her understanding of the discussions. If you have any questions, comments, or corrections regarding these minutes, please contact the undersigned, in writing, immediately.

Respectfully submitted,

A handwritten signature in blue ink that reads "Katie Hillman". The signature is written in a cursive, flowing style.

Katie Hillman
Planning Board Clerk
Town of Caledonia