PLANNING BOARD MEETING MINUTES - Draft

Town of Wayne - October 12, 2026

Quick Recap

The Town of Wayne Planning Board met in October 2026. The Board approved the September minutes with a previously identified correction, approved the Tarpon minor subdivision, and approved the Fadul retaining-wall site plan subject to engineering inspection and documentation conditions. The discussion focused on road access during construction, engineered wall design, inspection responsibilities, and protection of the Town roadway.

Next Steps

- Tarpon applicants and representative: Submit the corrected subdivision maps for the required signatures and coordinate their collection with the Town office.
- Mr. Fadul and contractor: Coordinate construction traffic and right-of-way work with Highway Superintendent Brian Starkweather and comply with applicable road-use permit requirements.
- Mr. Fadul, Grove Engineering, and the block manufacturer: Arrange engineering inspections during construction and provide inspection findings and sign-off documentation for the Town file.
- CEO Jesse Jaynes: Coordinate the required approvals, permit documentation, and inspection records; confer with the Highway Superintendent regarding any bonding or insurance requirements.

Attendance

Name	Status
Geoff Terwilliger, Chair	Present (Chair; inferred from proceedings)
Stan Witkowski	Absent
Nancy Gabel	Absent
Scott Hendershott	Present
Kurt Falvey	Present
Joyce Plaisted	Present
Andy Williams, ALT	Present
Russ Miller, ALT	Present
Jesse Jaynes, CEO	Present

Summary

Chair Mr. Terwilliger called the meeting to order at 7:00 p.m. A quorum was declared. The Board agreed to hear the Tarpon minor subdivision before the Fadul retaining-wall site plan review.

Approval of Previous Minutes

The Board considered the September 2026 Planning Board minutes. Members referenced a correction previously brought to the Board's attention. A motion was made and seconded to approve the minutes with that correction, and the minutes were approved.

Minor Subdivision Review - Tarpon

Mr. and Mrs. Tarpon presented the information regarding a minor subdivision. The representative indicated that approximately five acres and a residence were under contract for sale. The application was accepted for review, and Board members reported no substantive questions.

The public comment period opened at approximately 7:03 p.m. and closed at approximately 7:04 p.m. No public comments, telephone calls, or written correspondence were reported.

The Board discussed the final subdivision maps, which had not yet arrived for signature. The representative explained that revisions concerned map wording, not the lot configuration. Town staff would contact the parties when the documents arrived so they could be signed and collected.

Mr. Miller moved to approve the Tarpon minor subdivision, and Mr. Williams seconded. The motion carried with all members voting in favor.

Site Plan Review - Fadul Retaining Wall, East Lake Road

Mr. Anis Fadul participated via Zoom to discuss construction of a substantial retaining wall adjacent to East Lake Road. CEO Mr. Jaynes explained that the unusually large wall had been referred to the Planning Board because of its size, proximity to the Town roadway, construction impacts, and the importance of providing notice to neighbors. Highway Superintendent Brian Starkweather had been consulted regarding work within the right-of-way.

The proposed engineered concrete-block wall was described as approximately 11 feet high, with a central section approximately 65 feet long and wing sections approximately 13 feet long at each end. The applicant explained that an existing small steel-and-wood retaining wall was deteriorating and that replacement was intended to improve the stability of the bank. Members examined drawings showing the wall configuration, elevations, and relationship to the lake and road.

The Board reviewed the wall setback and changes from an earlier drawing. Mr. Jaynes stated that the wall had been moved outside the Town right-of-way and was situated approximately one foot beyond the right-of-way boundary. Members asked about excavation near the road and the possibility of undermining its stability. The Highway Superintendent had declined a proposed two-week road closure; the contractor instead planned to maintain passage where possible, keep equipment movable during working hours, and move or park equipment off the roadway overnight. Materials could be staged across the road or on neighboring property with permission.

The contractor stated that a $20,000 contingency allowance had been included for roadway repairs caused by construction. Members discussed whether additional insurance or a bond would be required under the Town highway-use process. They also raised broader questions about responsibility if the wall were to fail in future years and damage the road. No existing provision resolving that issue was identified during the meeting, and members recommended that the Town consider whether its roadway or land-use rules should address it in the future.

Members reviewed the engineering design, drainage behind the wall, substantial block sizes, possible safety barriers or landscaping along the top, and the need for professional construction oversight. Mr. Fadul stated that Grove Engineering designed the wall in coordination with the block manufacturer and confirmed that Grove Engineering would perform inspections. Board members emphasized that signed inspection findings and documentation from Grove Engineering and the manufacturer must be on file with the Town.

Public Comments: Mr. Fadul reported that the immediate adjoining owners to the north and south supported the project. A nearby resident attending the meeting spoke during public comment, expressed no objection, and said she wanted to learn more about retaining-wall construction because her own property faced similar bank conditions. No opposition was reported.

A motion was made to approve the Fadul application as presented, subject to inspections by Grove Engineering and the block manufacturer and the placement of their inspection findings and supporting documentation in the Town file. Mr. Falvey seconded the motion. After discussion of future liability and roadway protection, the Board voted in favor and the motion carried. The transcript does not clearly identify the member who made the approval motion.

Adjournment

Following approval of the Fadul application, the Board concluded the official portion of the meeting at approximately 7:40 p.m.

Respectfully submitted,

Amy Gush
Planning Board Secretary

These minutes are subject to approval at the next regularly scheduled Planning Board meeting.