

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
February 20, 2018**

Joseph Southern
Donald Kasper
Scott Winkelman
Douglas Hamlin
Anne Redmond
Scott Molnar, Legal Counsel
John Camp, P.E. (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Clerk

Chairman Southern opened the meeting at 6:30 p.m. The meeting minutes of December 19, 2017 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Kasper to approve the minutes as submitted. The Board having been polled resulted in the affirmance of said motion. Member Redmond abstained from the vote.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Abstain]

The meeting minutes of January 16, 2018 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Redmond to approve the minutes as corrected. The Board having been polled resulted in the affirmance of said motion. Members Kasper and Winkelman abstained from the vote.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Abstain]
Member	Scott Winkelman	Present	[Abstain]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Absent	[Yes]

At this time, the Board discussed the reappointment of Donald Kasper. as Vice Chair for the Planning Board for the year ending December 31, 2018.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin to re-appoint Member Donald Kasper as Planning Board Vice Chair. The Board having been polled resulted in the affirmance of said motion.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Abstain]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Public Hearing –Special Permit/Site Plan Review

Applicant: Richard & Shannon Pratten
 2595 Benson Road
 Skaneateles, NY 13152
Tax Map #035.-01-04.0

Present: Richard Pratten, Applicant; Robert Eggleston, Architect;

A revised site plan dated January 24, 2018 reflects modifications that include a gravel area for catering truck to park, an overflow parking area for approximately 10-12 vehicles on the north side of parking, and an adjustment to the trees separating the private lawn from the parking area for the event center. OCDOT has conceptually approved the driveway cut and a formal permit will be obtained once the application has been approved by the town.

The events would be managed by the applicants and music mostly provided by DJs who would park their vehicle in the residential driveway. Events would conclude by 11 pm on Fridays and Saturdays with 9 pm for other days. There will be post lights by the entrance and a restroom trailer with bollard lighting by the parking area. An electrical sub panel will be installed in the shed for this lighting and lighting for the tent.

Member Winkelman inquired if the overflow parking is included in the impermeable surface coverage calculations. Mr. Eggleston stated no; however, the coverage calculation does include the grass parking area that will be used seasonally. The gravel driveway will not be paved.

At this time Counsel Molnar recommended to the Board that the application be an Unlisted Action and reviewed the short form SEQRA with the Board.

WHEREFORE, a motion was made by Member Redmond and seconded by Member Winkelman, the Board declared this application to be an Unlisted Action. The Board having been polled resulted in the affirmance of said motion.

In evaluating, each of the criteria set forth in Part II:

Part II	No or small impact	Moderate to Large impact
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulation? It is a permitted use	X	
2. Will the proposed action result in a change in the use or intensity of use of land? Small	X	
3. Will the proposed action impair the character or quality of the existing	X	

community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a CEA?	NA	
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway? Small, There will be an effect on traffic on the rural road during events.	X	
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	X	
7. Will the proposed action impact existing public/private water supplies and/or public/ private wastewater treatment utilities?	X	
8. Will the proposed action impair the character or quality of important historic, archeological, architectural or aesthetic resources?	X	
9. Will the proposed action result in an adverse change to natural resources (e.g. wetlands, water bodies, groundwater, air quality, flora and fauna)? Small modification to flora and fauna.	X	
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	X	
11. Will the proposed action create a hazard to environmental or human health?	X	

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin, and after review of the SEQRA short environmental assessment form and determined that the proposed action will not result in any significant adverse environmental impacts. The Board having been polled resulted in the affirmance of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Southern asked if there was anyone wishing to speak in opposition, or had any other comments. Martin Dean, neighbor across from the applicant's property, commented that he has no issues with the proposal and questioned how the applicant would handle an event when 50 cars arrived. He was concerned that cars would be parked along the road and could cause a difficulty with farm equipment having enough clearing on the road to pass. Dessa Bergan, 1448 Old Seneca Tpk, inquired about the type of events that would occur. Mr. Pratten stated that it would be mainly weddings held at the venue.

WHEREFORE, a motion was made by Member Kasper and seconded by Member Redmond to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Winkelman commented that some neighbors, Brewster and Mary Tucker, on the corner of Benson and 41A expressed their concern with the traffic from the events and the safety of the intersection. The parking on the site plan reflects 30 parking spots with overflow for 10-12 cars. Mr. Eggleston restated that the event center is for a capacity of 90 people and no more. He continued saying that based on his conversation with other event centers, there are busses and trolleys used at the events in addition to cars with more than one person. Member Kasper commented that there will be no parking on Benson Road, and Benson Road has no shoulders and the speed limit is un-posted. Member Kasper recommended that signs be posted that state that there is no parking on Benson Road. Mr. Camp commented that at the last meeting Member Hamlin had requested information on parking guidelines for this type of use. He continued saying that based on the discussion he has had with one of the traffic

engineers in his organization, the use fits into a couple of categories of land use, and the number of those categories were right above or right below what was proposed.

Counsel Molnar commented that the tent over deck was going to be seasonal and temporary, and inquired if the dates of installation would be no earlier than May 1 and removed no later than October 31st. Mr. Eggleston confirmed the time period. Mr. Brodsky clarified that the code classifies temporary use less than eight months of a year.

WHEREAS, the Board in reviewing the Application under the special permit and site plan review criteria, adopted the following findings (“Findings”) for proceeding with a determination on the Application:

(1) That the Application is consistent with the purposes of the land use district in which it is located and is also addressed in the SEQRA review; and

(2) That based on the narrative provided, the proposal will not adversely affect the surrounding land uses with the proposed prohibition of on street parking and posted signs stating such; and,

(3) That an occupancy sign limiting maximum occupancy to 90 is required to be posted; and

(4) The application is not contrary to the Comprehensive Plan as it is not removing any land out of production; and

(5) That all relevant site plan criteria as required under 148-18D have been satisfied.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and seconded by Member Donald Kasper, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the Minor Special Permit and Site Plan Approval Application, with the following conditions:

1. That the Special Permit Approval stated herein shall expire if the Applicant fails to comply with the conditions stated herein within 18 months of its issuance or if its time limit expires without renewal; and
2. That a site plan 1 of 1 dated January 24, 2018, and revised Narrative dated January 30, 2018, prepared by Robert O. Eggleston, Licensed Architect be followed in all respects; and
3. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application, and
4. That the temporary tent is installed no earlier than May 1 and removed no later than October 31; and
5. That the Applicant shall not have any more than ninety (90) people gathered at any one time for an event or gathering with occupancy signage displayed stating the maximum occupancy capacity of 90; and
6. That all on street parking is prohibited and signage shall be in place stating such, and

7. That there shall be no on-site food preparation at the Premises for events except that warming or assembling of cooked food brought onto the Premises shall not be considered preparation; and
8. That no event shall operate past 11:00 pm Fridays and Saturdays, or past 9:00 pm other days. Cessation of music shall occur one half hour prior to conclusion of the event, and.
9. That any proposed signage for the event center comply with Town zoning codes.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present]Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Public Hearing –Special Permit/Site Plan Review

Applicant: John & Dawn Altmeyer
644 Southridge Drive
Mechanicsburg, PA 17055

Property:
2530 Wave Way
Skaneateles, New York
Tax Map #054.-04-07.0

Present: Robert Eggleston, Architect;

The proposal is for a detached garage with living space above. Variances for the project have been approved by the Zoning Board of Appeals at their meeting on February 6, 2018. A revised site plan dated January 30, 2018 reflects minor modifications to the permeable ramp and walkway, and a rain garden added at the end of the driveway to control stormwater. The application requires special permit approval for redevelopment of the property with the existing impermeable surface coverage of 28.1% reduced to 18.1%.

Proposed stormwater improvements include a slight berm on the north side of the property line as the drive come down with a rain garden at the end of the driveway to treat the water before it goes to the underdrain and drains out onto the lawn. The existing drain that takes the water from the 6,391 square feet existing driveway runs to the watercourse to the south. It will be maintained although there will be a reduction in the driveway to 2,276 square feet. Rainwater from the roof of the proposed garage will drain onto the lawn to clean the rainwater prior to reaching the existing pipe to the creek. A new septic system will be located more than 200 feet from the lake. Member Winkelman inquired on the look of the rain garden. Mr. Eggleston stated that they are working with Jim Clark on the appropriate plants to be used. Member Winkelman commented that there have been issues with maintenance of approved rain gardens; grass is easier to maintain.

The vegetation in and around the ravine is natural and will not be disturbed. Member Kasper inquired if there was water that came from across the road. Mr. Eggleston commented that there is some stormwater that comes down the driveway, and with the reduction in the driveway with the proposed drainage improvements, the stormwater will be slowed and treated before it is released.

Mr. Camp inquired on the status of review for the new septic system field as the culvert along Wave Way may be close to it. Mr. Eggleston stated that the culvert is open on the west side of Wave Way and not near the proposed septic field.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin to consider the proposed action as a Type II SEQRA action and not subject to SEQRA review. The Board having been polled resulted in the unanimous affirmance of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Southern asked if there was anyone wishing to speak in opposition, or had any other comments. Dessa Bergen, 1448 Old Seneca Turnpike, commented that the NYSDEC called for modification of the drainage pipe into Harold Brook so that it did not outlet directly to the stream. She recommended that the drainage run over the land rather than into the pipe and encouraged erosion. She queried what the intended purpose is of the drainpipe, expressing her concern with erosion around the lake. Mr. Eggleston stated that it was a twelve-inch drain that was put in at the time the driveway when it had the extra 4,000 square feet of tarvia. It was originally put in to drain the tarvia. The pipe is approximately 40 feet long and extends out beyond the bank to allow water to drop into the stone lined center of the ravine. Mr. Eggleston continued saying that it was installed many years ago and with the proposal to reduce the tarvia thereby reducing the amount of water going through it, with the water going through it being cleaned prior to entry into the pipe. Member Winkelman commented that the drain is a pretty good size drain with the ten-inch pipe; the drainage from the driveway will go into the rain garden and then spread across the lawn.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Redmond to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

Mr. Camp commented that as part of the other application for the property across the street a couple of months ago, he did look at the ravine, he did not see the smaller pipe as he was looking at the larger pipe coming from Wave Way, and there was not any noticeable erosion at that time. Member Winkelman said that maybe during construction some rock could be thrown in there.

Member Kasper inquired if there will be bathrooms in the living space above the garage. Mr. Eggleston commented that there will be no water or bathrooms in the structure. Mr. Brodsky inquired if there can be any planting or contouring that can be done near the catch basin to slow the water down going in. Mr. Eggleston stated that the applicants will be working with Jim Clark for an overall landscaping plan for the entire lot and that the recommendation could be taken into consideration. Member Kasper recommended that the town engineer inspect the rain garden and the drainage pipes prior to the Codes Officer issuing a certificate of occupancy.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Scott Winkelman and seconded by Member Douglas Hamlin, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan, with standard conditions and the following additional conditions:

1. That the Site Plan Approval shall expire if the applicant fails to comply with the conditions stated within 18 months of its issuance or if its time limit expires without renewal; and
2. That the Site Plan 1 of 3 through 3 of 3 dated January 30, 2018 and Narrative with

construction sequence dated January 30, 2018 prepared by Robert Eggleston, Licensed Architect (collectively “Site Plan”), be strictly followed; and

3. That \$31,127.13 be submitted to the Town of Skaneateles Land and Development Rights Acquisition Fund; and
4. That the Applicant establish an escrow account with the Town of Skaneateles for engineering review in the amount of \$250; and
5. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application, and
6. That all conditions required by the Skaneateles Zoning Board of Appeals in connection with its approval be fulfilled; and
7. The Town Engineer inspect and approve the rain garden installation prior to issuance of a Certificate of Occupancy; and
8. An as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of completed project within (60) days of completion of the project.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Sketch Plan – Special Permit

Applicant: 1938 West Lake Rd, LLC
Skaneateles, New York
Tax parcel#058.-01-10.0

Present: John Cherundolo, Applicant; Tom Trytek, TDK Engineering; Debbie Williams, Representative

The applicant is requesting a special permit for changes in the existing marina use to accommodate the increase in the number of boat slips from 40 moorings to 103 boat slips that will operationally change the function of the site. An application has been submitted with the OGS for approval of the 103 boat slips that is in their jurisdiction. The purpose for the boat slips is to ease the congestion during the summer months. The docks will be placed in the lake in April and removed in September, with boat storage occurring on the property during the fall and winter months.

Fifteen of the boat slips will be for the benefit of the public with three slips dedicated to the police, two slips for the milfoil boats, and ten slips for the public using the town boat ramp to tie up their boat while parking their cars in the town lot. The remaining ninety boat slips would be for the marina customers and boats available for rental through the marina.

During the summer months, the property will be used for vehicle parking of the marina customers that will be processed through a valet service, a repair building with outdoor storage for five boats maximum, and the convenience store/office use. There would be enough parking for 85 cars, and a fence would be

placed in the westerly and northerly part of the property with landscaping to keep the parking inside of the fenced area.

The public dock area would be extended 140 feet, and beyond any private dock. Mr. Cherundolo stated that he owns the property north of the town boat launch and marina, and the two properties directly south of the marina. The seasonal docks will be stored off-site during the winter months.

The proposal will reduce the amount of boat traffic loading boats into the lake and the marina boats would be launched in the spring, removing the marina demand for use of the boat launch in the summer.

Member Winkelman commented that the valet parking would be needed based on the number of vehicles squeezing onto the lot. There are five parking spots down by the docks that have been in places for some time. Member Kasper inquired on the trailer storage. Mr. Cherundolo explained that the trailers will be stored at the boat owners homes off site, and in the winter there will be no more than 80 boats stored on site.

Mr. Camp inquired who will be doing the work in the road right of way with removal of the gravel area and replacement with grass. Mr. Cherundolo commented that it will be discussed with the NYSDOT. Chairman Southern recommended that the town post that there is no parking on Lacy Road. Mr. Cherundolo commented that the grass would help to eliminate that as there have been people parking there and on Route 41A. Mr. Trytek stated that the industry standard is 60-80% of the total number of boat slips as a ratio to determine the number of required parking spots needed, and they have proposed more than that ratio.

Mr. Camp inquired if the only regrading or re-surfacing proposed is along the road. Member Winkelman commented that there will need to be some regrading on the west side of the parking lot. Member Winkelman inquired what the modifications will do to the impermeable surface coverage. Mr. Brodsky stated that the proposed grass is in the right of way and would not change the impervious coverage of the lot. Mr. Cherundolo commented that the marina use has been in place since before the 1930s and has always been gravel, with no changes proposed to it.

Member Kasper inquired if one of the buildings is located in the town right of way. Mr. Cherundolo stated that it has encroached on the property for a long time and there has been a licensing agreement with the town since the 1980s. The town is reviewing the existing license and converting it to a permanent easement agreement for the building encroachment in exchange for the turnaround for the public to launch their boat. Member Winkelman commented that there will need to be some grading in a western portion of the parking lot, as there is a rise in the land there. Mr. Camp clarified that there is a slope between the two rows of boats that are shown in the aerial photograph. Mr. Cherundolo commented that they will not be re-grading the lot. Mr. Camp commented that the parking plan shows parking on the slope and it is difficult to determine if that is reasonable based on the photograph. Mr. Cherundolo reiterated that he is not making any changes to the lot.

Member Winkelman inquired where the septic is located on the property. Mr. Cherundolo commented that there are sanitary trailers that are utilized. Member Winkelman inquired if the applicant considered expanding the property to the south. Ms. Williams stated that the property to the south has a deed restriction for no commercial use.

Member Winkelman commented that he liked the plan and that the marina is an integral part of the community being the only location for fuel on the lake; his concern is with the number of cars on the lot. Mr. Brodsky commented that it is proposed valet parking.

WHEREFORE, a motion was made by Member Kasper and seconded by Member Hamlin to schedule a public hearing on *Tuesday, March 20, 2018 at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Amendment Request-Major Special Permit Site Plan Review

Applicant	Jonathan Cohan	Property:
	Louisa Cohan	241 Kenlyn Rd
		3007 East Lake Rd
	Palm Beach, FL 33480	Skaneateles, NY 13152
		Tax Map #039.-01-15.0

Present: Robert Eggleston, Design Professional;

The overall project is a four-phase project, with approximately two-thirds completed of phase two to-date. Phase 3 is projected to begin this spring, which will involve work on the boathouse. The revised application has been reviewed and approved by the Zoning Board of Appeals on February 6, 2018 for de minimis changes to the walkways and stairs, although there were no changes to the variances granted. Additional modifications to the site plan include the removal of the straight stairs down to the boathouse with the newly proposed stairs circling down from the northern side of the dwelling. There are also de minimis changes to the approved plan regarding the terraces around the tennis court with a two square foot reduction in lot coverage. Rudy Zona has been documenting any minor changes and his plans dated January 15, 2018 submitted shows the captured changes.

Member Kasper inquired on the status of the small dwelling near East Lake Road. Mr. Eggleston stated that the accessory building is being used as a construction office and will be removed at the end of the project. He continued saying that the structure houses all of the power for the site and cannot be removed until all of the power has been transitioned over to the new buildings. Member Kasper inquired if the boathouse is being remodeled. Mr. Eggleston commented that the boathouse will be an alteration, that same as it has always been proposed including reconstruction of the roof and exterior to make it look in keeping with the new house aesthetics. He continued stating that it would be classified as a type 3 alteration as classified in international building code.

WHEREAS, a motion was made by Member Kasper and seconded by Member Redmond, the Planning Board adopted and ratified its prior SEQRA determination for the Application, which was a determination that the Application constitutes a TYPE II single-family residential project action, not subject to further SEQRA review. The board having been polled resulted in the unanimous affirmation of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Donald Kasper, seconded by Member Douglas Hamlin, and upon an affirmative vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Application, and amends the Approving Resolution, with the Approving Resolutions remaining in full force and effect except as amended hereby, with the following additional conditions:

1. That the Site Plan 1 of 2 through 2 of 2, with the revised date of December 22, 2017, revised narrative dated December 22, 2017, all as prepared by Robert O. Eggleston, licensed architect; Site Designs 1 of 3 through 3 of 3 dated December 22, 2017 prepared by Robert A.M. Stern Architects; and Site Esc and SWPPP plan C-1, C-1A

and C-1B dated January 5, 2018, prepared by RZ Engineering, be followed in all respects.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Abstain]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Amendment Request- Site Plan Review

Applicant Theodore & Nancy Norman
8665 Duarte Road
San Gabriel, CA 91775

Property:
1992 West Lake Road
Skaneateles, NY 13152
Tax Map #058.-01-17.2

Present: Robert Eggleston, Design Professional;

The Normans had received approval to redevelop lot two in 2016. There are three modifications to the approval that include: the reworking of the retaining wall and steps around the pool; the addition of a grass depression at the end of the swale to the north of the driveway to control stormwater drainage from the driveway and from the neighboring property; and replacement of the foot bridge that provides access to lot one.

The proposed grass depression is similar to the design of a rain garden that was originally proposed, but then removed from the final approval. The stormwater would be filtered through the grass depression before draining into the watercourse. With the addition of the grass depression, the stormwater would not flow on to the east lawn of the neighboring property to the north. The swale cannot continue, as it would interfere with the existing trees. The watercourse has been stone lined and has check dams as part of a NYSDEC remediation that was done, and would manage the stormwater.

The footbridge is in poor condition that has a three-foot arch over the creek that is not sufficiently high enough during strong storm events creating a dam and flooding the area. The proposal is to widen the streambed to six feet, line with rock, and construct the new bridge with a four-foot arch. The modification of the streambed will be a modification to the existing NYSDEC permit for the remediation. Concrete abutments will be placed on the sides of the creek. During construction, a temporary pond will be created with the water redirected to it. A silt fence will be placed at the end of the stream to collect any sediment as a result of doing the work. The bridge will also be moved over away from the existing tree so as not to damage the roots. The revised narrative with construction sequence dated February 7, 2018 reflects the modifications.

Mr. Brodsky inquired if there will be disturbance around the bridge with the installation of the abutments. Mr. Eggleston commented that it would be minimal; five to six feet away begins the pavement area and that would be enough space to get the abutment foundation in. The applicant is in the process of submitting the revisions to the stream bed and bridge to the NYSDEC. The NYSDEC restricts work in the watercourse between July 15th to October 15th.

Member Kasper commented that he has a concern with the proposed bridge being ten feet wide and which could accommodate the weight of a vehicle. He inquired how the applicant will ensure that no vehicular

traffic uses the bridge. Mr. Eggleston stated that they could install a break away bollard or other mechanism to restrict the bridge from vehicular traffic but that would allow lawn mowers. Member Kasper suggested that the bridge be reduced to eight feet wide that would still allow gators and lawn equipment to cross. Mr. Eggleston commented that when the cottage was remodeled on lot one, a temporary construction access drive was created and then restored as grass; conversely the construction vehicles could use the bridge. Member Hamlin inquired on the duration of the bridge construction. Mr. Eggleston stated that it would be approximately two weeks.

WHEREAS, a motion was made by Chairman Southern and seconded by Member Hamlin, the Planning Board adopted and ratified its prior SEQRA determination for the Application, which was a determination that the Application constitutes a TYPE II single-family residential project action, not subject to further SEQRA review. The board having been polled resulted in the unanimous affirmation of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Scott Winkelman, seconded by Member Douglas Hamlin, and upon an affirmative vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Application, and amends the Approving Resolution, with the Approving Resolutions remaining in full force and effect except as amended hereby, with the following additional conditions:

1. That the Site Plan 1 of 2 through 2 of 2, with the revised date of February 7, 2018, revised narrative dated February 7, 2018, all as prepared by Robert O. Eggleston, licensed architect; be followed in all respects; and
2. That a barrier be established to restrict vehicular access to the proposed footbridge.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present]Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Sketch Plan- Site Plan Review

Applicant Thomas D'Amico
 1290 Sailboat Way
 Skaneateles, NY 13152
 Tax Map #054.-05-21.1

Present: Robert Eggleston, Design Professional;

The applicant is proposing a 24 feet by 32 feet garage addition that will have living space above it that will be handicap accessible. There will be an eight-foot connection that will also house an elevator to provide access to the first floor. The deck located to the east will be removed to accommodate the addition and the southern deck will be expanded and have a ramp for an additional means of egress. Most of the work will be done over the existing tarvia driveway with some additional tarvia along the east side of the proposed garage that would allow patio use out of direct sun in the summer. There will be minimal ground disturbance and the impermeable surface coverage will be 8.9% meeting all of the footprint and floor space restrictions. The immediate neighbors have signed that there are no objections to the project. Member Winkelman commented that at the site visit he noticed a nice natural rain garden that should be

maintained. The Onondaga County Panning Board had no comments in their resolution dated February 7, 2018 regarding the project.

Member Winkelman commented that there is a huge row of cedars to the west that acts like a natural barrier to stormwater. He inquired if there is a roadside ditch located there. Mr. Eggleston stated that the ditch is located on the other side of the road, and that the lot drains southeast away from the road. Member Hamlin inquired on the type of elevator proposed. Mr. Eggleston said that it would be a traction elevator.

WHEREAS, a motion was made by Member Winkelman and seconded by Member Hamlin, the Planning Board classified this application a Type II single family residential action pursuant to 6 NYCRR617.5(c)(9) and not subject to further review under SEQRA. The board having been polled resulted in the unanimous affirmation of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Scott Winkelman and seconded by Member Anne Redmond, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan, with standard conditions and the following additional conditions:

1. That the Site Plan Approval shall expire if the applicant fails to comply with the conditions stated within 18 months of its issuance or if its time limit expires without renewal; and
2. That the Site Plan 1 of 4 through 4 of 4 dated January 19, 2018 and Narrative with construction sequence dated January 22, 2018 prepared by Robert Eggleston, Licensed Architect (collectively "Site Plan"), be strictly followed; and
3. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application, and
4. That the Applicant maintain the natural rain garden to the east be maintained for stormwater control; and
5. An as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of completed project within (60) days of completion of the project.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Sketch Plan Special Permit Site Plan Review

Applicant Kyle Murphy
4384 County Line Rd
Skaneateles, NY 13152
Tax Map #023.-05-01.3

Present: Robert Eggleston, Design Professional;

The parcel is 8.9 acres on County Line Road with an existing dwelling. Proposed is a carriage style barn facing the existing driveway and a second dwelling on the back of the barn. The house will have a garage in the basement with the living space on one floor, and providing handicap accessibility with an elevator from the basement to the first floor. The proposed dwelling and garage are not interconnected; with the dwelling located at a lower elevation due to the topography of the area. The dwelling will have its own well and septic system and could be subdivided in the future if needed. There will be a separate driveway cut for the proposed dwelling with the driveway also continuing in front of the dwelling and connecting to the existing driveway that services the existing dwelling and proposed storage garage. This would provide safer access to each dwelling with having to go on the main road to access the other dwelling. Although the impermeable surface coverage will increase to 5.1%, it will be substantially below the maximum 10% allowed.

The 30% slopes are located next to the existing dwelling, created when the dwelling was constructed. The proposed construction area is in approximately 12% slope area. The proposed garage will be located 62 feet from the road right of way. Member Kasper inquired if approval has been obtained from the Town of Sennett for the driveway cut. Mr. Eggleston stated that they have verbal approval from the Town of Sennett and will obtain a permit once the application has been approved by this board.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Kasper to schedule a public hearing on *Tuesday, March 20, 2018 at 6:40 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan- Special Permit

Applicant Keith Dart:
 917 Stump Road
 Skaneateles, NY 13152
 Tax Map #019.-02-06.0

Present: Robert Eggleston, Design Professional;

The applicant has lived at the property for a number of years and has had a home occupation for his tree service business. The logs left over from the trees service were stored in the northeast corner of the property. He would take phone orders for firewood or mulch and process the wood on the property, then deliver to the client. No customers come to the site for firewood or mulch. The business has become increasing successful and grown beyond a home occupation to a service business.

The site plan shows a two-acre area of the lot that the tree service business activities occur including log storage, firewood and mulch areas, and parking for the five service vehicles. The applicant has three employees that would report to work, parking their cars and retrieving the service vehicles. There is an existing separate driveway access to the business area not connected to the existing dwelling. The applicant is the only one who works on site, processing firewood with the mulch done off site and stored on the premises.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Redmond to schedule a public hearing on *Tuesday, March 20, 2018 at 6:50 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Continued Review - Subdivision

Applicant: Emerald Estates Properties, LP
3394 East Lake Rd
Skaneateles, New York

Property:
2894 East Lake Rd
Skaneateles, New York
Tax Map #036.-01-37.1

Present: Donald Spear, Representative; Robert Eggleston, Architect; Rudy Zona, RZ Engineering

Since the last meeting, an updated EAF long form has been submitted to the board that reflects the current project and a letter from SHPPO dated June 6, 2015 commenting that the proposal has no impact on the cultural resources. The December 8, 2018 sketch plan reflects the realigned lots 3 and 4, removing the building envelopes from the steep slope areas. There are nine lots proposed with an 8.99-acre lot size average for the conservation subdivision. There will be twelve houses on the conservation road, the maximum allowed for the conservation road.

The conservation analysis indicates the high, medium and low conservation areas, with the proposed lots within the medium and low conservation areas. Any land 12% slope or greater are in the high conservation areas. All of the land will be put into conservation with the exception of the building envelopes, roads and access to the building lots. The building envelopes comprise 9.6 acres of the total property, ranging from .25 acre to 2.7 acres. The language for the conservation areas is being prepared to maintain its conservation value.

The existing road has 18-inch shoulders with a 13 feet wide travel lane. An updated road plan dated February 8, 2018 reflects a width of 18 feet with the grade along the existing swale being reworked to allow the greater width and two-way traffic on the road. Mr. Camp inquired if the ditch on the uphill side would be recreated. Mr. Zona affirmed and said that it will be just moved over with all of the riprap still in it. He continued saying that the bump out will still remain, as it is a little wider than 18 feet and there is a culvert located there. The existing drainage basin can accommodate the additional road expansion plus the drainage for lots 3 and 4. The remaining lots will develop their own drainage plans depending on the development. Guardrails will be installed on the west side of the road designed for 60mph travel, although it is unlikely that drivers would be driving 60mpn on the road.

Member Winkelman inquired on the range of the additional five feet on the uphill and downhill side of the road. Mr. Zona stated that the widening of the road will begin at the top curve and go down to 41A. He continued saying some of it is already widened and the road will be made uniform at 18 feet wide. Member Winkelman inquired how far the hill will need to be cut into to make the road 18 feet wide. Mr. Zona stated that it would be one to two feet into the grade to obtain the 18 feet, and as you are chasing it there may need to be a cut of 102 feet on the other side. He continued saying that there are shoulders on the driveway already and they will make use of those and only cut a couple of feet on each side.

Mr. Brodsky inquired if there will be shoulders on the road after it is widened. Mr. Zona said no, but there will be a guardrail on the west side and the riprap of the channel on the east side of the road that will provide a little bit of the shoulder. Member Kasper inquired if the road is flat or banked on the upper side. Mr. Zona stated that it is banked but different in all areas, with everything pitching towards the ditch inside so that the drainage gets into the basin. Member Kasper inquired if the guardrail will be right up to the blacktop. Mr. Spear stated that there is blacktop, then 18 inches and then the guiderail. Member Kasper inquired if there is a height requirement for the guardrail above the blacktop. Mr. Zona responded saying that there is a height requirement for above the grade that is about two and a half feet.

Member Kasper inquired on the maintenance agreement for the road. Mr. Spear stated that all of the lot owners will share equally. Mr. Eggleston commented that it would become a deed restriction. Member Kasper commented that the maintenance will be critical, especially during the winter months. Member Winkelman commented that based on the design and nature of the road with the steepness and guardrails, the maintenance will be high. Mr. Spear commented that the road will be an 800-foot stretch supported by 11 properties and should not be a burden for anyone. Member Winkelman commented that the road still goes through land of high conservation value. He continued saying that the applicant is still looking for a waiver from the Planning Board since there are parts of the road that would be greater than 12%. Counsel Molnar stated that code section 131-2G, a conservation density subdivision requires a HOA to regulate the maintenance of the road.

Member Kasper inquired if there was a drainage district for the subdivision. The drainage district was formed in 2012 and encompasses the applicant's lot as well and the Nangle and Weaver lots. Member Kasper inquired about lot 3 having three driveways for the three houses, whether the driveways could move further east to provide more sheeting action across the lawn. Mr. Eggleston commented that the location was chosen to avoid the steeper slopes. Member Kasper commented that lot three will have to manage more drainage on the lot due to the additional driveways. Mr. Eggleston stated that lot 3 is intentionally large to accommodate the additional impervious coverage.

Member Kasper said that the lot 4 building envelope comes to a point, which is wasted area and difficult to build in. He continued saying that the building envelope also goes right up to the steep slopes and managing runoff will be difficult. Mr. Zona stated that both lots 3 and 4 will have drainage directed to the drainage basin. There is a huge ravine along the corner of lot 4 and the Pajak property where the water will run, then to the drainage basin. Member Kasper commented that those are the most sensitive lots. Mr. Zona stated that they will drain into the existing drainage basin and will not have a separate drainage system. Mr. Eggleston said the lots 3 and 4 are ideal lots for walk out basements.

Mr. Eggleston said that the updated SEQRA EAF should be sent to the various agencies. Counsel Molnar stated that the board has not determined SEQRA lead agency status. He recommended to the board that the action be considered as an Unlisted Action given that it is a subdivision of several lots. The board then can request as lead agency under SEQRA on a coordinated basis with other potential parties. The Planning Board would instruct Counsel Molnar to provide notice to other interested parties and that the Planning Board will act as lead agency.

Mr. Brodsky inquired if the HOA documents should be drafted prior to entering SEQRA so that it could be included with the SEQRA. Counsel Molnar said that the language would need to be contemplated and developed as part of the total package with any final subdivision approval.

Member Kasper commented that he does not feel that he is qualified to approve the proposed road. Counsel Molnar clarified that in code section 131 there are requirements for the applicant to obtain approval from the fire department, town engineer and highway department superintendent. Mr. Camp stated that he would be examining the design of the proposed road for compliance with the town code. Member Winkelman said the road is not at 12% slope or less, so the road is noncompliant. Counsel Molnar inquired if the road is acceptable under the terms of the zoning code and the use. Member Winkelman commented that he does not want the applicant to go to all of this great expense for something that is non-complaint with the steep slopes and the road going up. Member Kasper commented that the SEQRA will notify everyone that we are considering it, and the agencies could comment on the road. Member Hamlin said that NYSDOT would only comment on the driveway cut. Mr. Camp commented that he suspects that not many agencies will comment on the slight nonconformity of the road

Member Winkelman stated that it is up to the board to give the waiver. There are two spots of 50-100 feet in length that are at 14% grade instead of 12% grade.

WHEREFORE, a motion was made by Member Kasper and seconded by Chairman Southern to consider the proposed action as an Unlisted SEQRA action, and that the Planning Board will serve as Lead Agency for the SEQRA review. The Board having been polled resulted in the unanimous affirmance of said motion.

<u>RECORD OF VOTE</u>			
Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

The letters for the lead agency request will go out next week with 30 days for the various agencies to respond.

Attorney Advice Session

WHEREFORE a motion was made by Chairman Southern and seconded by Member Hamlin to enter an attorney advice session. The Board having been polled resulted in favor of said motion.

WHEREFORE a motion was made by Chairman Southern and seconded by Member Redmond to return from attorney advice session. The Board having been polled resulted in favor of said motion.

The Board returned at 8:55 pm.

Discussion

The board discussed the need for additional meetings to be scheduled.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin to schedule a special meeting for Tuesday, February 27, 2018 for an attorney advice session to discuss pending litigation. The Board having been polled resulted in the affirmance of said motion.

<u>RECORD OF VOTE</u>			
Chair	Joseph Southern	Present	[Yes]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Discussion

The board discussed other reviews that will need to be addressed regarding Mr. Camp's stormwater memo, the open space plan that will have a public hearing Thursday February 22, 2018 at 7 pm, and the draft 148-12 legislation that will be discussed at the next joint work session scheduled for March 10, 2018.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Kasper to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 9:00 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Clerk