

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
June 17, 2014**

Mark J. Tucker, Chairman
Elizabeth Estes
Donald Kasper
Joseph Southern
Scott Winkelman
Scott Molnar, Legal Counsel
Doug Wickman, P.E. (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Clerk to the Boards

Chairman Tucker opened the meeting at 7:30 p.m. The meeting minutes of May 20, 2014 were previously distributed to the Board and all Members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Member Southern and seconded by Chairman Tucker to approve the minutes with minor corrections. The Board having been polled resulted in the unanimous affirmance of said motion.

RECORD OF VOTE

Chair	Mark J. Tucker	[Yes]
Member	Joseph Southern	[Yes]
Member	Donald Kasper	[Yes]
Member	Scott Winkelman	[Yes]
Member	Elizabeth Estes	[Abstain]

The meeting minutes of May 27, 2014 were previously distributed to the Board and all Members present acknowledged receipt of those minutes. The Board requested more time to review the minutes and rescheduled their approval to June 24, 2014.

Public Hearing- Special Permit/ Site Plan Review

Applicant:	Harmony Homes LLC	Property:
	PO Box 792.	3460 County Line Road
	Skaneateles, NY	Skaneateles, NY 13152
		Tax Map #048.-01-01.4

Present: Mark Aberi, Applicant; Robert Eggleston, Architect

No one requested the public notice to be read. The Onondaga County Planning Board suggested modifications to the proposal that a plat plan be submitted prior to issuance of a building permit in their resolution dated May 14, 2014. A site visit was conducted May 10, 2014.

Mr. Eggleston stated that one small change to the site plan was submitted that reflects the 100% expansion area for the septic system. Eric Buck is the engineer that will be certifying the fill for the approved raised bed septic system. Cayuga County Planning Board and the Town of Sennett had no response to the proposed action.

At this time Counsel Molnar recommended to the Board that the application be an Unlisted Action and reviewed the short form SEQR with the Board. 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?	X	
2. Will the proposed action result in a change in the use or intensity of use of land?	X	
3. Will the proposed action impair the character or quality of the existing community?	X	
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a CEA?	X	
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?	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)?	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 Member Southern and seconded by Member Estes to declare this application to be an Unlisted action, and after review of the SEQR 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 unanimous affirmance of said motion.

At this time, Chairman Tucker opened the Public Hearing and asked if there was anyone in favor of the project. A letter of support from the Deckers, neighbors to the north, was submitted. Chairman Tucker asked if there was anyone wishing to speak in opposition, or had any other comments. No one spoke in opposition or had any other comments.

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Scott Winkelman and seconded by Member Elizabeth Estes, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the minor special permit/site plan review for an office building, a use allowed in the RF district, with the following conditions:

1. That Special Permit 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.

2. That the site plan 1 of 3 dated April 29, 2014 augmented to reflect the 100% septic field expansion area with narrative including construction sequence dated May 1, 2014, prepared by Robert Eggleston, Licensed Architect, be followed; and
3. That an as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of the completed project within (60) days of completion of the project.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[Yes]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	[Yes]

Public Hearing Continuance- Special Permit/site Plan Review

Applicant:	Patricia Ford 41Academy Street Skaneateles, New York	Property: 2797 East Lake Rd Skaneateles, New York Tax Map #038.-01-20.0
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Present: Patricia, Ford, Applicant; Robert Eggleston, Architect

A meeting was held with the neighbors, Richard and Jill Sargent, and the property was visually staked to demonstrate that the views of the lake would improve for their accessory apartment with the proposed redevelopment of the Ford lot. The submitted shed design dated May 30, 2014 is in keeping with the design of the balance of the property’s proposed structures. Member Kasper inquired whether the location of the shed remained the same. Mr. Eggleston stated that it is in the same location and that the neighbors were in support of keeping it in the same location.

Member Estes reiterated that she is not in support of the use of the driveway grass strip to attain 10% impermeable surface coverage. Mr. Eggleston stated that the floorspace calculation for this lot is 15% and that a neighboring property, the Parkes, was approved for 17.7% floorspace, and as the properties are similar in size, the proposal is consistent with properties in the area. Member Estes stated that the proposal should not be compared with approvals granted to other properties, as it would destroy the character of the lake.

WHEREFORE, a Type II action not subject to SEQR review determination was made at the last Planning Board meeting on May 27, 2014.

At this time, Chairman Tucker continued the Public Hearing. No one spoke in favor of the project. Chairman Tucker asked if there was anyone wishing to speak in opposition, or had any other comments. No one spoke in opposition or had any other comments. A letter of support from Richard and Jill Sargent, neighbors to the north, was submitted.

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Scott Winkelman and seconded by Member Donald Kasper, and after an affirmative vote of a majority of Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the special permit and minor site plan review, with the following conditions:

A. Before issuance of a building permit the following conditions shall apply:

4. That Special Permit 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.
5. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$500; and
6. That the Site Plan 1 of 3 dated April 25, 2014, site plan 2 of 3 and 3 of 3 dated March 25, 2014 , and Shed plan 1 of 1 dated May 30, 2014 prepared by Robert Eggleston, Licensed Architect, be followed in all respects; and
7. That the Narrative dated March 27, 2014 prepared by Robert Eggleston, Licensed Architect be followed; and
8. That an as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of all phases of the completed project within (60) days of completion of the project.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[No]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	[No]

Sketch Plan –Subdivision

Applicant	Margaret McCarthy	Property:
	PO Box 228	1247 Longview Shores
	Palm Beach, FL 33480	Skaneateles, NY 13152
		Tax Map #054.-01-08.1

Present: Mark & Margaret McCarthy, Applicants; Robert Eggleston, Architect

The applicant owns 5.4-acre reverse flag lot parcel that has 39FT of lake frontage. The property includes a cottage by the lake and a 33FT wide right of way off West Lake Road that serves six properties. The proposal is for a two lot subdivision with lot 1A consisting of 2.7 acres with lakefront and the lakeside dwelling, and lot 1B 2.7 acres. A prior two-lot subdivision in 2011 created parcels 1 and 2.

Lot 1A has an existing septic system for the lakeside dwelling and a septic easement for the Bruni/McCarthy property. Lot 1B has a proposed septic system and a small portion of the wetlands mostly located on lot 2. The wetlands drain to the north and into a shallow swale that runs through proposed lot 1B and on to the property north of the fire lane.

Fire lane 24 is the road right of way on the property and was widened to 33FT with the last subdivision approval. The applicant is proposing to widen the first 203.8' to 66' in width for safer ingress/egress to the properties on the right of way from Route 41A. Member Kasper commented that the road should be widened to 66' on the entire right of way. Member Estes commented that the proposed widening is inconsistent for all of the properties on the right of way. Mr. McCarthy stated that McCarthy family has owned the property for a very long time and the road has been improved with paving it and widening it to 33'. He continued stating that there is not a lot of traffic on the road and very seldom is there an issue with two autos passing each other on the road.

Chairman Tucker commented that the issue is that the road should conform to Town code and that 66' width is required when a private road serves more than four dwellings. Member Winkelman inquired if there is room to add more lots on the road. Mr. Eggleston stated that the proposed subdivision would be the final lot that could be created and that widening the road by the state highway is a benefit for public safety.

Mr. Eggleston stated that the impervious surface for Lot 1A is 1.9% from .9%; and lot 1B is 0%. The open space for lot 1A is 98.1% and lot 1B 100%. These calculations are based on the lot without the right of way included in the lot size. Member Winkelman stated that the land is an open spot offering views of the lake and stated that what could happen eventually is a dwelling located on lot 1B potentially blocking views of the lake. Mr. Eggleston stated that the conservation value of the land is low as there is no view going south on route 41A and only a small view of the lake above the existing trees going north on route 41A. The land has not been successfully farmed in over 20 years. He continued stating that he does not believe a conservation analysis is required for the property.

A site visit will be conducted on June 21, 2014. The public hearing could be scheduled at next week's meeting for the July meeting. The Board requested a letter from DOT be submitted regarding their response to the proposed widening of the fire lane for the first 208'. Member Kasper suggested that the entrance to the road should be widened before any proposed dwelling is constructed for lot 1B. Mr. Brodsky requested a design plan for the improved road to Town standards be submitted to the Board.

Sketch Plan –Site Plan Review

Applicant	David & Suzanne Nangle	Property:
	PO Box 228	2890 East Lake Road
	Palm Beach, FL 33480	Skaneateles, NY 13152
		Tax Map #036.-01-37.4

Present: David & Suzanne Nangle, Applicants

The applicant has a six-acre property in the Hidden Estates subdivision. Proposed is a three bedroom dwelling with a three-car attached garage and 6% impervious coverage. A site visit will be conducted on June 21, 2014. The location of the dwelling has been staked out and trees destined to be removed have been marked with Xs. Member Winkelman inquired about the

undeveloped section of the lot. Mr. Nangle stated that his goal is to have natural plantings so that he does not have to mow. Mr. Brodsky inquired on the strategy for maintenance of the proposed rain gardens. Mr. Nangle stated that the two 25' diameter rain gardens are intended to manage the runoff from the dwelling. Mr. Brodsky stated that supporting information including planting materials that will be used and how the gardens will be maintained should be provided to the Board. Member Winkelman commented that the rain gardens will filter and treat the stormwater runoff whereas a retaining pond just holds the stormwater. Mr. Wickman stated that identifying the species for the rain gardens is needed in addition to more detail on the grading plan on how it will be completed. There is a berm shown along the driveway that should be a swale.

Mrs. Nangle inquired about the drainage issues for the subdivision. Counsel Molnar stated that there are conditions that have to be met by Emerald Estates to complete the work in the NYSDOT right of way and correct the drainage into the retention pond.

Amendment Request Major Site Plan

Applicant:

Tessy Plastics
8409 Pickwick Lane
Dallas, Texas

Property:
700 Visions Drive
Skaneateles, New York
Tax Map #023.-01-08.7

Present: Carl Hewlett, Tessy Plastics; Tom Malinowski, Architect VIP Structures

Tessy Plastics recently acquired the HHP building and is requesting an amendment to the use of the building. HHP will continue to use 35% of the building for their business for the next two years and the remainder of the building is being retrofitted to accommodate Tessy Plastics. HHP is considered a low hazard business and Tessy Plastics is considered a moderate hazard as the product is flammable. Two external cooling towers will be added to the facility for the clean rooms, with some of the roof cooling systems removed. The towers will be as tall as the building to effectively provide cooling to the building. A CO2 tank will be added adjacent to the generator and transformer pad, and a retaining wall is proposed by the dock door for grade access. A third cooling tower will be added when HHP moves out of the facility. Mr. Hewlett stated that the intention is to phase out all of the roof top cooling units over time.

Tessy Plastics is a 24/7 operation and there is more than enough parking. Planning for the parking needs was based on two shifts of parking. There will be approximately 100 employees at the Tessy Plastic Facility with HHP having 141 employees, and there are 495 parking spaces available.

Chairman Tucker inquired about the lighting of the facility. Mr. Malinowski stated that they had located a pole with a couple of floodlights on it that did not seem to relate to the parking. Chairman Tucker stated that the parking lot was expanded and additional lighting was added. He continued stating that the lighting is poor with only one or two lumens making it difficult to see.

Member Estes inquired whether there is additional safety code requirements needed for the moderate hazard business. Mr. Malinowski stated that there are no additional requirements. The maximum height for storage of combustibles is 12' and the building cannot support more than 12' in height of storage.

There was concern over the rooftop cooling systems generating noise, however the proposed cooling towers are quiet and more efficient providing warm and cool water without the use of compressors. There will be a phase out of the existing rooftop systems with nine of the twenty-five being removed with the installation of the two cooling towers. The plastic production has some pneumatic equipment used however it is a quiet operation as the product produced will be small cartridges for minimally invasive surgery that use very little plastic.

Member Kasper inquired about the expected truck traffic for Tessy plastics. Mr. Malinowski stated that projected is 2-3 trucks per day with shipping completed during daytime business hours. Member Kasper suggested that the shifts should be established that are staggered from GEIT to reduce congestion at shift change. Mr. Hewlett stated Tessy staggers shifts at the other plants and will coordinate with GEIT for this plant.

Chairman Tucker inquired about the waste disposal for the scrap plastic. Mr. Hewlett stated that most of the plastic is recycled as it is re-melted and reused. If there is any material that cannot be used it is given to a recycler. Member Kasper inquired about the energy usage. Mr. Hewlett stated that the existing 3000 amps should be sufficient for the equipment for the next three years. Member Estes stated that the cooling towers are a closed loop system that only gets cleaned once a year, and inquired about what chemicals will be used for the yearly cleaning. Mr. Hewlett stated that the cooling towers operate with the dolphin water care system that uses pulse power technology that does not require chemical cleaning. A site visit will be conducted on June 21, 2014.

Amendment- Special Permit/Site Plan Review

Applicant:	Mehdi Marvasti	Property:
	4337 City Lights Terr.	2022 West Lake Road
	Jamesville, NY	Skaneateles, NY 13152
		Tax Map #058.-01-24.0

Present: Mehdi & Kathi Marvasti, Applicants; Debbie Williams, Representative

The applicant is seeking to amend their April 15, 2014 resolution allowing redevelopment of their .65±acre lot. Concerns were raised regarding access to the existing boathouse and its impact to impermeable surface coverage, and as such, the applicant is now seeking to remove the 290SF boathouse and expand the dwelling by 198SF and the garage by 92SF. The garage will change in size from 22'x22' to 24'x24'. The removal of the dilapidated boathouse will improve the views of the lake for the applicant and the neighbor, and provide more protection of the lake by removing the structure from the lake yard. There will be no change in the approved impermeable surface coverage and variance granted. Mr. Marvasti stated that the boat will be stored off-site and the shoreline will be improved with the removal of the boathouse.

Member Estes stated that the grass strip was approved because of the boathouse. She continued stating that if the boathouse is going to be removed then the grass strip should be removed. Ms. Williams stated that the applicant is allowed 10% floorspace on a lot of this size according to Town code. The grass strip was approved with the impermeable surface coverage at 14.6% reduced from 19.9% existing impermeable surface coverage.

Member Kasper stated that the applicant wanted the shed and they were willing to sacrifice the driveway to save the shed. Now they would like the shed removed and the dwelling and garage

expanded. Chairman Tucker stated that the ZBA had granted them 6.9% footprint that forced the hand of the Planning Board on what they could reduce.

Member Winkelman inquired on the dimensions of the dwelling. Ms. Williams stated that the second floor of the proposed dwelling is 836SF, reduced by 83.5SF; the first floor is 1448.6SF, increased by 205SF; and the garage is 576SF increased by 92SF. Member Estes stated that she is concerned that in the process of minimizing the impermeable surface coverage, they proposed the grass strip and did not want to touch the garage, and now they want to remove the garage and expand the dwelling and garage. This was not the intent of the approval of the grass strip. Ms. Williams stated that it is an improvement of the site to remove the boathouse. The Board had determined what impermeable surface coverage that the Board could live with which was 14.6% and it will remain 14.6%, with the 10% floorspace they are entitled to on this lot. Member Estes stated that the applicant has changed the plan and it should not be approved. Ms. Williams stated that there are provisions in the code that allow for amendments. Member Kasper recommended that the grass strip discussion will need to be held outside of this project for future projects. Chairman Tucker stated that the ZBA's determination impacted their decision on this project. Ms. Williams requested the Board to consider this amendment as it is not changing the variance or impermeable surface coverage and is eliminating a nonconforming structure at the lake line that will improve the lot.

Whereas, 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, not subject to further SEQRA review.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Joseph Southern, seconded by Chairman Mark Tucker, and upon a vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Modification Application and amends the Prior Approval, with the Prior Approval remaining in full force and effect according to its terms, with the following additional conditions:

1. That the Revised Site Plan Z-1.1 through Z-1.3 dated June 2, 2014 and Narrative dated June 17, 2014, prepared by Licensed Architect, Andrew Ramsgard, be followed in all respects.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[Yes]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	[No]

Discussion

Member Kasper suggested that the Board needs to delve into the regulation of grass strip usage for driveways to control impervious surface on projects. Counsel Molnar suggested that assurance of compliance may need to be drafted to ensure that the grass strips are maintained. Mr. Brodsky suggested that the Board should only approve the use of a proposed grass strip after a site visit is conducted.

Discussion

Road analysis and status determination discussion needs to continue. One possibility is at our staff meetings.

Discussion

The first 20 pages of the draft comprehensive plan have been issued to the Planning Board. The beginning discussion will occur at the end of the July 15, 2014 meeting.

WHEREFORE a motion was made by Member Kasper and seconded by Member Southern to adjourn the meeting. The Board having been polled resulted in favor of said motion.

Respectfully Submitted,

Karen Barkdull

Karen Barkdull, Secretary/Clerk