

**TOWN OF SKANEATELES PLANNING BOARD  
SPECIAL AND REGULAR  
MEETING MINUTES  
July 18, 2017**

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/Secretary

Chairman Southern opened the meeting at 6:30 p.m. The meeting minutes of June 20, 2017 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 submitted. The Board having been polled resulted in the affirmance of said motion.

**RECORD OF VOTE**

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

**Public Hearing – Subdivision**

Applicant     Robert Sykes  
                  Tom Baker  
                  4786 Foster Road  
                  Skaneateles, NY 13152  
                  Tax Map #020.-02-19.1

Present: Tom Baker, Applicant

No one wished to have the public notice read. A site visit was conducted on July 8, 2017. The Onondaga County Planning Board stated that the proposal will have no adverse implication and commented that the easterly frontage on Foster Road is increase from 50' to 60', and that septic system approval must be obtained by OCDOH in their resolution dated June 21, 2017. The OCDOH had approval the proposed septic plan for Parcel D in their letter dated June 2, 2017.

The applicants are proposing a two-lot subdivision with Parcel A being reduced to 46 acres and the creation of parcel D at 2 acres. The existing lot is mostly forest with a logging operation located on the northern end of the property. Mr. Baker would be acquiring the two-acre lot and developing the site for a single-family dwelling. There will be a strip of land 50 feet wide, that will be a buffer between the southern property owner and the proposed lot.

The larger lot owned by Mr. Sykes is known as Fox Ridge Farm and there was a question of access to the larger lot. Mr. Baker submitted a map reflecting the various roads and trails that are existing on this property and two other properties that Mr. Sykes owns. 80 feet north of the proposed north property line of parcel D is a logging trail entrance. Member Winkelman clarified that the 50-foot strip of land south of the proposed lot would not be used as access as there is an established logging road for access. Mr. Baker commented that there is also a telephone pole ten feet in from the right of way on the 50-foot strip. Mr. Sykes has been considering placing a conservation easement over the property at some point in the future.

**WHEREFORE**, a motion was made by Member Kasper and seconded by Member Hamlin to consider the proposed action as a Type II SEQR action and not subject to SEQR 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. No one spoke in opposition or had any other comments.

Member Kasper inquired if contact was made with Allan Wellington regarding the proposed location of the driveway. Mr. Baker commented that they have discussed the location but they have not obtained a driveway permit. The lot will need to be pinned at the four corners and shown on the subdivision map.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Redmond 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 Douglas Hamlin and seconded by Member Scott Winkelman, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby APPROVES the Subdivision, with the following conditions:

1. The Subdivision map dated May 23, 2017 prepared by Paul Olszewski (“Map”) shall be updated to reflect the pins of the corners of the lot and submitted for the Planning Board Chairman’s review and signature within 180 days from the signing of this resolution; and
2. The applicant shall obtain approval from the Town Highway department for the proposed driveway cut; and
3. The Subdivision Map and deed transferring the property must be filed in the Onondaga County Clerk’s Office within sixty-two (62) days of the signing of said Map or the Subdivision approval shall be null and void. Proof of said filing shall be immediately forwarded to the Secretary of the Planning Board upon receipt by the Applicant and/or Applicant’s representative.

**RECORD OF VOTE**

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

**Public Hearing – Special Permit**

Applicant RJ Cunningham Jr.  
4302 Jordan Rd  
Skaneateles, NY

Property:  
Giles Road  
Skaneateles, NY 13152  
Tax Map #055.-03-26.0

Present: RJ Cunningham, Jr. Applicant

No one wished to have the public notice read. A site visit was conducted on July 8, 2017. The Onondaga County Planning Board stated that the proposal would have no adverse implication in their resolution dated June 21, 2017.

Proposed is a 104 x 50 foot pole barn on a vacant lot that will be used for personal storage. Mr. Cunningham Jr. stated that he had contacted Alan Wellington and the driveway location was determined for the access to the proposed pole barn. The new driveway is ready to be installed and a town highway permit has been obtained. No septic or water is proposed with the storage barn.

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 Winkelman and seconded by Chairman Southern, the Board declared 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.

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. No one spoke in opposition or had any other comments.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Kasper 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 Donald Kasper and seconded by Member Scott Winkelman, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit, 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/Survey dated May 1, 2017 prepared by Jay Holbrook, Licensed Land Surveyor, and Narrative dated July 18, 2017, prepared by RJ Cunningham Jr., be strictly followed; and
3. The driveway location shall conform as per the issued Town Highway permit; and
4. The parcel is not approved for a subsurface water treatment system at this time, and until OCDOH approves a subsurface water treatment system for the Property, no permits shall be issued for a buildout of the structure to include restroom(s); and
5. That water usage at the Property will be for the incidental washing of personal boats and equipment that will be stored in the structure; and
6. 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]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

**Public Hearing – Special Permit**

Applicant	Jim & Michele Norstad	Property:
	1595 Van Camp Rd	1594 Van Camp Road
	Skaneateles, NY	

Present: Jim & Michele Norstad, Applicants;

No one wished to have the public notice read. A site visit was conducted on July 8, 2017. The Onondaga County Planning Board stated that the proposal will have no adverse implication and commented that there should be no access to Old Seneca Turnpike in their resolution dated June 21, 2017.

The proposal is for a 2,688 square foot pole barn, for personal storage on a vacant 15.4-acre lot. There will be a 434 square foot open porch to the south side of the building, gravel parking and connection to an existing driveway to Van Camp Road. The area for the structure is a clear and level area with the rest of the lot wooded. Chairman Southern noted that at the site visit they observed that there was an existing grass strip driveway and flat area where the barn is proposed. There are no plans for a septic system, water, or electrical to the barn on the property. The driveway was installed in 1996 and a permit was obtained at the time.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Hamlin to consider the proposed action as a Type II SEQR action and not subject to SEQR 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. No one spoke in opposition or had any other comments.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Hamlin 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 Doug Hamlin and seconded by Member Don Kasper, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit, 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/Survey dated May 30, 2017 prepared by Paul Olszewski, Licensed Land Surveyor, and Narrative dated May 31, 2017 prepared by James & Michelle Norstad, be strictly followed; and
3. The parcel is not approved for a subsurface water treatment system at this time, and until OCDOH approves a subsurface water treatment system for the Property, no permits shall be issued for a buildout of the structure to include restroom(s); and
4. That water usage at the Property will be for the incidental washing of personal boats and equipment that will be stored in the structure.

**RECORD OF VOTE**

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

**Public Hearing – Site Plan Review**

Applicant:	Thuan Loi	Property:	3221 East Lake Road
	1034 Butters Farm Lane		Skaneateles, New York
	Skaneateles, New York 13152		Tax parcel: 040.-01-12.0

Present: Thuan Loi, Applicant; Bill Murphy, Architect;

No one wished to have the public notice read. A site visit was conducted on June 10, 2017. The Onondaga County Planning Board stated that the proposal will have no adverse implication and commented that all approvals are obtained for the City of Syracuse Department of Water, NYSDEC, and ACOE prior to approval in their resolution dated May 31, 2017. The City of Syracuse Department of Water had no comments in their correspondence dated June 19, 2017. OCDOH has approved the septic design for a four-bedroom dwelling in their letter dated April 26, 2017.

Mr. Murphy stated that the applicant is proposing more space for the bedrooms on the second floor by raising the roof and attaching the dwelling to the detached garage. Member Winkelman commented that the issue was the nonconforming impermeable surface coverage on the long narrow lot, and the applicant has reduced the coverage to the maximum extent possible. Impermeable surface coverage will be reduced from 15.2% to 12.6%. as reflected on the June 12, 2017 site plan. Member Hamlin noted that the revised narrative of June 12, 2017 references variances that are being requested. Mr. Murphy stated that they are no longer pursuing a variance from the DRA fund, and intend to contribute to the DRA fund.

**WHEREFORE**, a motion was made by Member Hamlin and seconded by Member Winkelman to consider the proposed action as a Type II SEQR action and not subject to SEQR 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. No one spoke in opposition or had any other comments.

**WHEREFORE**, a motion was made by Chairman Southern and seconded by Member Hamlin 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 Chairman Joseph Southern 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 special permit/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 Z-1 through Z-2 dated June 12, 2017, prepared by Space Architectural Studio, Licensed Architects, be revised to reflect the removal of the swales to the lake with the swale ending at the 874' elevation to the north and 870' elevation to the south, and be followed in all respects; and
3. That, the Narrative dated May 8, 2017, prepared by Space Architectural Studio, Licensed Architects, be revised to reflect that no variances are being requested, and be followed in all respects; and
4. That \$25,298.90 be submitted to the Town of Skaneateles Land and Development Rights Acquisition Fund; and
5. That the Applicant shall obtain all necessary permits and approvals from the City of Syracuse Department of Water, and approval from any other agency having jurisdiction needed for the Application; and
6. 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]
Member	Donald 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: Keefe & Susan Gorman  
 2545 East Lake Road  
 Skaneateles, New York  
**Tax parcel: 037.-01-29.0**

Present: Andy Ramsgard, Architect;

No one wished to have the public notice read. A site visit was conducted on June 10, 2017. The Onondaga County Planning Board stated that the proposal would have no adverse implication in their resolution dated July 12, 2017. The City of Syracuse Department of Water has no objections to the proposal once a NYSDEC permit has been issued, in their correspondence dated May 8, 2017.

The proposal is to rebuild the existing staircase with a set of modular galvanized steel segments that would cascade down the existing bank within the same footprint of the existing staircase. There will be three steel beams that will follow the 53° angled slope up the bank, with the steel structure clipped onto the steel rails. The stairs would be clad in wood shingles with trellis detail to break up the cladding and provide visual interest, as shown in the artist rendering provided to the board.

Member Winkelman inquired about the amount of shaving of the shale that will need to be done. Mr. Ramsgard commented that based on the scan done, there is no way to see behind the existing stairs to determine what will need to be shaved; however, there will be some as indicated in the cross-section provided. How much excavation will not be known until the existing structure has been removed.

Member Winkelman inquired if the structure could be cantilevered from the top of the bank. Mr. Ramsgard said that there is no guarantee that the cantilevered technique would provide less disturbance than what is proposed. He continued saying that the cross section reflects that the staircase is being pushed out as much as possible to follow the slope; however, steel likes to be in a straight line. It is a shale bank that naturally sloughs off and they propose to remove any overburden that would slough off the bank anyways. The cross section shows the worst-case scenario as it is only showing one section and the bank will undulate back and forth across the area.

Member Winkelman inquired about the drainage plans so that the water does not flow behind the stairs. Mr. Ramsgard stated that there will be crushed stone along the face of the deck, capturing the water and direct it through an open box shaped gutter to reduce the impact of freeze and thaw. The stormwater would go across the face and down so the bank is not being eroded further. Mr. Camp inquired how the stormwater would get down the bank to the lake. Mr. Ramsgard said that there would be a run mounted along the two outside steel beams that will control the stormwater down the cliff to the lake.

Mr. Camp inquired how the material would be removed from the bank. Mr. Ramsgard stated that it would be hand dug and bucketed up to the top. The staircase will be installed in sections with a skid steer that will come in. The over-burden will drop down and will be removed at the end of installation. Member Winkelman commented that the erosion control would be in place in the lake. Member Kasper commented that there would be a platform at the bottom of the staircase that would collect most of the over-burden.

Mr. Brodsky inquired if there is any existing plant material on the shale. Mr. Ramsgard said that underneath the existing stairway there is no vegetation. Mr. Brodsky inquired if the client is in support of the cladding for the structure as there will be no possibility of vegetation with the cladding. Mr. Ramsgard stated that his client does like the cladding on the staircase. Mr. Camp reminded the board that the cladding on the staircase would create a striking visual difference from the existing staircase. He continued commenting that the cladding could be painted any color at some point. Member Kasper commented that the cladded staircase would look like a building instead of a staircase. Mr. Brodsky inquired the reason for the staircase being enclosed. Mr. Ramsgard said that it was to provide more visual interest but the client is fine with the staircase being open. The neighboring properties have stacked tower staircases to the lake. On the Leone property next door there were three cement columns installed for the staircase support that caused some shale to crumble as they drilled for the support columns.

Member Winkelman inquired if the staircase is considered a shoreline structure and if it is considered permeable. Mr. Brodsky replied yes, and that it is a stairway that exceeds 25 feet in height that requires a special permit the applicant is seeking. Mr. Ramsgard stated that it has no roof and water can readily flow through it. Mr. Brodsky commented that it is being considered permeable. Mr. Ramsgard said the proposal for the cladding could be removed from the project. Member Hamlin inquired on the height of the cladding on the stairs. Mr. Ramsgard commented that it would be approximately 36 inches in height. Chairman Southern said that the sketch that was provided does not indicate the depth the project would have. Member Kasper commented that it still looks enclosed and that most stair towers are open. Member Winkelman commented that he prefers the open design and that visually the cladded stair tower seems more imposing. Mr. Ramsgard stated that on page Z-2 there are the three different possible designs, with the third option being an open staircase without cladding (Z3-2).

Mr. Camp stated that the three beams could be placed so that there is no excavation of the bank required. Member Kasper commented that it could be a tower that goes vertically. Chairman Southern noted that doing that would expand the deck on top. Chairman Southern commented that the Planning Board does



not regulate aesthetics other than how it fits within the immediate neighborhood under the special permit criteria.

**WHEREFORE**, a motion was made by Member Kasper and seconded by Member Hamlin to consider the proposed action as a Type II SEQR action and not subject to SEQR 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. No one spoke in opposition or had any other comments.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Redmond 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 Chairman Joseph Southern and seconded by Member Scott Winkelman, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit/site plan, with standard conditions and the following additional conditions:

5. 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
6. That the Site Plan Z-1 through Z-2 dated May 1, 2017, and Narrative dated May 1, 2017, prepared by Andy Ramsgard, Licensed Architect (“Site Plan”), be strictly followed; and
7. That the approved design alternative is 3-Z-2, as reflected on site plan Z-2, and the Site Plan be amended to exclude the proposed cladding, but the addition of the trellises may remain; and
8. That the Applicant shall provide a construction sequence to the Town; and
9. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$1,000; and
10. That the Applicant shall obtain all necessary permits and approvals from the any agency having jurisdiction needed for the Application.

**RECORD OF VOTE**

Chair	Joseph Southern	Present	[Yes]
Member	Donald 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: Charles Woodruff

Property:

19 Darmslatter Rd  
Ringwood, NJ 07456

2875 East Lake Rd  
Skaneateles, NY 13152  
**Tax Map #038.-01-06.1**

Present: Matt Vredenburgh, Architect

No one wished to have the public notice read. A site visit was conducted on August 6, 2016. The Onondaga County Planning Board stated that the proposal will have no adverse implication and commented that all approvals are obtained for the City of Syracuse Department of Water, NYSDEC, and ACOE prior to approval in their resolution dated July 20, 2016. The City of Syracuse Department of Water deferred comment pending the issuance of a NYSDEC permit in their correspondence dated July 6, 2016. NYSDEC issued a permit for the proposal on July 17, 2017.

The applicant is proposing the replacement of the 230LF seawall and to make some repairs to the drainage ditch on the northern edge of the property. The existing seawall is made of several different materials with areas failing. A segmental locking block wall is proposed for the full length of the property. The NYSDEC issued their permit and the ACOE has issued verbal approval with their permit being sent to the applicant shortly. A portion of the proposed seawall will be placed in front several areas of the existing seawall and trees that they are trying to keep.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Hamlin to consider the proposed action as a Type II SEQR action and not subject to SEQR 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. Robert Eggleston 3441 Rickard Road, expressed that he was in favor of the application and inquired on the status and location of the septic system, as the owner does have septic easement rights across the street. Chairman Southern 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 Winkelman and seconded by Member Kasper to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Winkelman inquired on the location of the septic fields on the property. Mr. Vredenburgh commented that he is working with the contractor to located the septic field to protect it before and during construction so that there would be no vehicles parking or driving over it. Member Winkelman asked on the timing of the work. Mr. Vredenburgh said that the contractor is waiting until the level of the water is lower, probably in September of this year. Member Winkelman noted that the DEC permit specifies the size of the rock that will be located at the toe of the wall that will range in size from 6" to 16". Mr. Vredenburgh commented that he had up-sized the rock based on feedback received from Mr. Camp.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Member Donald Kasper and seconded by Member Scott Winkelman, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit/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 L-200 through L-201 dated May 5, 2017, and plan L-102 dated March 15, 2017, with Narrative dated July 1, 2016, prepared by Matthew Vredenburg, Licensed Landscape Architect, be strictly followed; and
3. That the Applicant shall obtain all necessary permits and approvals from the ACOE, City of Syracuse Department of Water, and approval from any other agency having jurisdiction needed for the Application; and
4. That the septic system be located and the Applicant prevent access of vehicles and/or equipment on the fields; and
5. That the Applicant shall follow all conditions set forth in the DEC and ACOE permits issued for the project; and
6. 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]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

**Sketch Plan –Site Plan review**

Applicant: Brookedale LLC  
 PO Box 476  
 Syracuse, NY 13211

Property:  
 2935 East Lake Rd  
 Skaneateles, NY 13152  
**Tax Map #039.-01-26.0**

Present: Jo Anne Gagliano, Architect EDR; Danielle Carr, EDR

The existing property has a shed, a storage building with a compost toilet, and a small porch. There are no dwellings or septic system on the property and the applicant is proposing a small three-bedroom dwelling, new septic system, 276square feet detached one-car garage, driveway, and 192square feet patio. The storage building compost toilet will be replaced with a connection to the proposed septic system. Proposed impermeable surface coverage will be 9.4% with open space proposed at 90.6%. The overhead power lines have been buried and are not located in the septic area. The shoreline deck has a DEC permit pending for repairs.

Counsel Molnar disclosed that he had represented the applicant in the acquisition of the property. Although he does not represent the applicant of this proposal seeking site plan review, if there are any issues that needs legal counsel on either side, he would refer it to independent counsel for both the board and the applicant.

Member Winkelman inquired what makes the lot buildable since it is under two acres. Ms. Gagliano stated that they met the requirements for the non-conforming lots and had even met the conforming setbacks for the structures. Mr. Brodsky commented that there is an exemption in the code for

nonconforming lot and they are meeting the standard district guidelines for setbacks. A site visit will be conducted on August 5, 2017.

**Continued Review – Site Plan Review**

Applicant:	Martin Hubbard	Property:	West Lake Road
	52 Jordan Street		Skaneateles, New York
	Skaneateles, New York 13152		Tax parcel: 054.-01-12.0

Present: Debbie Hubbard, Applicant; Robert Eggleston, Architect;

A site visit was conducted on June 10, 2017. The Onondaga County Planning Board stated that the proposal will have no adverse implication and commented that all approvals are obtained for the City of Syracuse Department of Water, NYSDEC, the board discourages any encroachment in to watercourse buffers, and that the location of the basketball court does not encroach on the existing septic system in their resolution dated May 31, 2017. The City of Syracuse Department of Water had no comments regarding the proposal in their correspondence dated April 26, 2017.

Submitted were revised plans dated July 12, 2017 reflecting the removal of lighting and the addition of a 12'x16' shed located near the basketball court that will be used to store recreational equipment. The Zoning Board of Appeals had approved the variance on July 11, 2017. The size of the court has been reduced that will be built into the bottom of the steep slope with a 10 foot high ball wall. There will be a drainage pipe in the wall (see detail) and a drainage swale around the wall. There will be no parking on the property and there is an agreement with the Hoags to create a 6 foot unimproved walking path across their property to access the lot.

The applicant had begun to cut trees and overgrowth on the lot; however, the large equipment used created more disturbance than expected. The lot has been replanted with six river birch adjacent to the watercourse, three red maples, and four dogwood planted by the toe of the slope. There will be a lawn planted by the creek for field sports and there will be additional plantings on the property. The surface for the court will be a permeable tarvia as suggested by the Zoning Board of Appeals, which will reduce the proposed impermeable surface coverage to 0.4%. The basketball court and retaining wall will be constructed at the bottom of the slope, and if it were located at the top of the slope, it would impact all of the slope. The retaining wall will have a three-foot fence to protect from falls, and the slope will be planted with indigenous plants throughout. Member Kasper inquired on the conditions placed from the Zoning Board in their approval. Counsel Molnar stated that the conditions were: 1)for that the Planning Board, and all other authorities having jurisdiction, approve the application; 2) no lighting is permitted for the completed basketball court; 3) no parking is permitted on the property; 4) the silt fences remain in place until the property is stabilized; 5)an as built survey be provided to show the proximity of structures to the watercourse; (6) and the site plan dated July 10, 2017, and a revised narrative identifying the permeable surface, be utilized for the basketball court and structures to be placed on the property.

Member Winkelman inquired on what the playing surface will be. Mr. Eggleston stated that it would be permeable tarvia, a product the Onondaga County Parks Department has been using. Member Kasper noted that the Zoning Board of Appeals gave the applicant credit for the permeable surface of the court. Chairman Southern inquired if the surface is a permitted surface in the code. Mr. Brodsky stated that it is not specifically in the code as to whether it would be impermeable surface coverage or permeable, and that the board had addressed permeable surface coverage with the Skaneateles Country Club tennis courts. The concern is that we do not want to consider any surface that is approaching a driveway surface. Mr. Camp commented that when there is an application that is close to the coverage limit, in the future, if it were resurfaced, it would be difficult for the town to know if it were no longer permeable. Mr.

Eggleston stated that in this case, if they were to put a sealer on it, it would only increase the coverage number to 4%. He continued saying that the ZBA viewed the permeable pavement as a mitigating factor in approving the variances. Counsel Molnar recommended that if found acceptable to the board, the board approve the surface based on the unique nature of the application and reserving all the rights to future application where the surface is suggested to be utilized as driveways. Chairman Southern inquired about any lake front property putting in a patio using this material. Mr. Camp suggested that the board does not have to recognize the surface calculation and could go back to a more traditional calculation. Counsel Molnar commented that the board could approval the material but the calculation is as if it was impermeable surface coverage.

Member Hamlin inquired whether the walking path would be finished, and Mr. Eggleston replied that it would be strictly a grass-mowed access. Member Hamlin commented that it is not an easement arrangement so if it were to change hands it could go away. Mr. Eggleston said that in that case the kids would be a little older and would walk up the road and down the hill. He continued stating that it is not an access of necessity, but rather we asked for the access, as there seemed to be a lot of concern about parking on the lot, although the applicant does not want any parking on the property. Mr. Eggleston informed the board that letters of support from the neighbors have been submitted as part of the record, including the Padudas, residents on Minnow Cove and the Bruni/McCarthys located south of the property.

**WHEREFORE**, a motion was made by Chairman Southern and seconded by Member Winkelman to consider the proposed action as a Type II SEQR action as had a prior single-family dwelling and not subject to SEQR review. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Winkelman commented that the tributaries of Skaneateles Lake are obviously very important and are named in our comprehensive plan for the cleanliness of the water quality. The more trees and the more vegetation that can be done by the tributary, especially in the 100-foot setback to the stream bank, would be greatly appreciated. This is a different kind of ravine than some of the steeper shale ones we have. It is heavily vegetated and the water is moving much slower, the slopes are steep but a long way away from the stream itself, so it differentiates itself from other ravines that are highly environmentally sensitive.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Member Scott Winkelman 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 site plan review, 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 2 and 2 of 2 dated July 12, 2017, and Narrative dated July 12, 2017, prepared by Robert Eggleston, Licensed Architect, be revised to reflect that the basketball court surface shall be considered as impermeable surface coverage, and the revised site plan and narrative be followed in all respects; and
3. That all conditions imposed by the Skaneateles Zoning Board of Appeals, in connection with its approved variance, be fulfilled; and

4. 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]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

**Sketch Plan –Site Plan review**

Applicant: Richard Jackson  
 964 Entrada Way  
 Glendora, CA 91741

Property:  
 2358 Thornton Grove North  
 Skaneateles, NY 13152  
**Tax Map #056.-03-19.0**

Present: Richard Jackson, Applicant; Robert Eggleston, Architect

The Onondaga County Planning Board stated that the proposal would have no adverse implication in their resolution dated July 12, 2017. In 2010, the applicant had received a special permit to do a major rebuild of the steep slope bank with seawall and gabion system. In 2011, an amendment to the special permit was received that modified the proposal for a series of smaller retaining walls. There are stakes that are in the ground with airplane cable that goes to the top to hold in place the timber walls that has allowed vegetative terraces. The shoreline to the south of the existing remediation is failing and the applicant would like to install timber walls for erosions control in the same method as the previous installation.

The property is used seasonally and they would like to preserve the bank. Mr. Camp inquired if the timber walls will be installed vertically or if they are laying back. Mr. Jackson commented that they are installed vertically to the bank. Member Hamlin said that it is almost the same as his waterfront, which is vertically installed. Member Winkelman commented that we have experienced six months of incredible rain with the ground saturated and with the threat of more storms to come. He continued saying that there are a lot of these emergencies around the lake this year, and it is important to stabilize these as soon as we can. Member Winkelman inquired where the water is coming from that washed out the area. Mr. Jackson stated that they are below Laxton nursery with a lot of water coming down. He continued saying they have tried to divert it with french drains that redirected it away from the cottage which may be contributing to this side of the erosion.

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

Mr. Camp stated that the fact that this technique seems to have been done on other parts of the site and they are proposing to do the same thing should be fine. Member Winkelman inquired if the work being proposed is above the mean high water mark. Mr. Eggleston stated that it is above the mean high water and the work will be done from a barge with minimal impact on the site coming down. A site visit will be conducted on August 5, 2017.

**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 special permit/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 June 27, 2017, prepared by Robert Eggleston, Licensed Architect and construction sequence dated July 18, 2017 prepared by Rick Estlinbaum, Licensed Contractor, be strictly followed; and
3. That the Applicant shall obtain all necessary permits and approvals from the City of Syracuse Department of Water, and approval from any other agency having jurisdiction needed for the Application.

**RECORD OF VOTE**

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

**Sketch Plan –Site Plan review**

Applicant:	Gerhart & Merrily Heyer	Property:	2526 Lakewatch Lane
	4104 Lafayette Road		Skaneateles, NY 13152
	Jamesville, NY 13078		<b>Tax Map #054.-03-07.0</b>

Present: Gerhart & Merrily Heyer, Applicants; Robert Eggleston, Architect

The applicants have owned the property with a seasonal cottage for several years. The lot is 22,041square feet that is bisected by a private road, and the proposal is to demolish the existing cottage and replace it with a 2,204square feet year round dwelling with a new parking area. The new dwelling meets all of the required nonconforming setbacks. Impermeable surface coverage will be 8.1% with the proposed open space at 86.4%. The footprint and floor space calculations meet the requirements for the lot. A new septic system has already been installed that is located more than 100ft from the lake line and sized to the proposed dwelling. The parking area will be located on-site and out of the right of way.

The dwelling will be a one-story house with a walk out basement with two bedrooms located on the basement level and first floor living for the applicants. Member Kasper inquired on the water source for the property. Mr. Eggleston stated that they will have a private water line direct from the lake, and the existing water line has been shared by three properties. Member Hamlin inquired if the road is managed by a homeowner’s association. Mr. Eggleston stated that it is co-owned by three of the residents in the area including the applicants, with the maintenance done by the three owners. There are six year round homes in the area with five that are lived in a year round basis. A site visit will be conducted on August 5, 2017.

**Sketch Plan –Special Permit/Site Plan review**

Applicants: Eric Brillo  
2487 Shamrock Road  
Skaneateles, NY 13152

Joseph Brillo  
2885 West Lake Road  
Skaneateles, NY 13152

Property:  
1786 Coon Hill Road  
Skaneateles, NY 13152  
**Tax Map #035.-04-20.0**

Present: Eric & Joseph Brillo, Applicants; Robert Eggleston, Architect

The Brillos have owned the 15+ acre parcel for over 60 years that includes two residences, a 3,449square feet barn built prior to 1996, and a 1,800square feet barn. There is a watercourse and pond located at the south end of the lot and a portion of the west side of the property is actively farmed. The lot is a mixed-use lot with the barns used for the commercial business. Proposed is for the construction of a 6,720square feet barn that will be used to house some of the equipment that is currently stored outside, and will have an office, bathroom, and breakroom facilities. The barn will be supported by its own proposed septic system that will be located to the west of the barn. There will be screening around the proposed barn and the parking area will be squared off.

Variances are being requested for more than 6,000 square feet of non-residential buildings built after 1996, and for the front yard setback of 88.7 feet where 100 feet is required. Mr. Brodsky inquired if there will be a separate exterior storage area. Mr. Eggleston responded saying that there is no exterior storage of material. Mr. Brillo stated that what are stored are attachments to the equipment and some leftover piping. He does not store gravel as the quarries are close and gravel is acquired, as they need it for the sites that are working at. Member Kasper inquired if there is a fuel tank on the property. Mr. Brillo commented that there is one off-road skid tank with a containment dike around it that has a 500-gallon capacity. Member Kasper inquired if they will be changing oil as part of the servicing of the equipment. Mr. Brillo stated that they have a service that comes to do the oil change and they have a containment 55-gallon drum in the shop. He continued stating that the regular maintenance is not done on site due to the complexity of the equipment. They do parts replacement but do not do any motor work on the property as the equipment is picked up and serviced off site.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Kasper to schedule a public hearing on August 15, 2017 at 6:30 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

**Discussion**

Applicant: Robert & Joyce Jowaisas  
3083 East Lake Road  
Skaneateles, NY 13152  
**Tax Map #039.-01-03.0**

Present: Robert Eggleston, Architect

The Jowasais have owned the property for 37 years that is on the lake. The vegetation slopes to the small seawall that includes day lilies and honeysuckle. The July 1. 2017 strong storms had caused some intensive damage to the land above the seawall with the soil calving in three areas. The property is under contract to be sold in the fall, and the owner feels obligated to do the repairs before the sale. The proposal is to line the areas with filter fabric, add Virginia creeper, and hand place gabion rock to step it up, stone



to armor the sloped area, and prevent any siltation into the lake. The drainage along the hedgerow undermined the areas and caused the de-stabilization.

The sketch that was shown was send to the NYSDEC and they will be sending a no jurisdiction letter as the seawall is intact with the damage above the seawall. The grade will not be changed and although there is disturbance of greater than 200 square feet, it was caused by weather. The repair will have a bobcat with stone that would be brought to the area and then the rock will be hand stacked. The City of Syracuse Department of Water would need to review the application. Member Winkelman commented that it seems like a minor landscape emergency due to the recent storms and the need to protect the lake. Member Kasper commented that the damage was not created by wave action of the lake. Site Plan Review would be required for the land disturbance. Counsel Molnar sated that the Planning Board has the right to wave certain requirements based on special conditions of an application. These are special conditions of an urgent nature, and with the Planning Board determining that the application is a site plan review only, it is a reasonable conclusion based on the factors. He continued stating that the proposal should be considered as a Type II action under SEQR and not subject to additional review.

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

Chairman Southern commented that the Planning Board could give permission to do the work with the understanding that an application would be submitted for the next meeting to review. There may be other alterations proposed for the shoreline with the new owners in the future. The new owners may want to include a drain at the top of the bank. Mr. Camp commented that adding a drain might not always be the best solution. A site visit will be conducted on August 5, 2017.

### **Escrow Request**

Applicant

Lakelawn Properties LLC  
PO Box 962049  
Boston, MA 02196

Property:  
3384 West Lake Road  
Skaneateles, NY 13152  
**Tax Map #049.-02-03.0**

**WHEREFORE** a motion was made by Member Kasper and seconded by Member Hamlin to increase the escrow account in the amount of \$1,000 for project engineering review. The Board having been polled resulted in the unanimous affirmance of said motion.

### **Discussion**

A joint meeting with the Zoning Board of Appeals was scheduled for August 10, 2017 at 6:30 pm to review the draft zoning code and solar legislation.

**WHEREFORE**, a motion was made by Member Winkelman 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 8:50 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Secretary/Clerk