

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
September 18, 2018**

Joseph Southern
Donald Kasper
Scott Winkelman
Douglas Hamlin
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 August 21, 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 Kasper to approve the minutes as submitted. The Board having been polled resulted in the affirmance of said motion. Chairman Southern abstained from the vote.

RECORD OF VOTE

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

The meeting minutes of August 28, 2018 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

RECORD OF VOTE

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

Public Hearing – Subdivision

Applicant: Paul Thomas
935 Parker Lane
Skaneateles, NY 13152
Tax Map #027.-01-30.1

Present: Paul Thomas, Applicant; Bob Eggleston, Architect;

The proposal is for the subdivision of the 13.5 acre parcel to create two parcels, with parcel A being 4.58 acres that will include the dwelling and have continued access off Parker Lane, and Parcel B being 9 acres

of vacant land with access exclusively from O’Neil Lane. The Town Highway Superintendent has approved the proposed driveway off O’Neil Lane for the proposed lot B. A site visit was conducted on September 8, 2018. Onondaga County Planning Board had stated that there are no significant adverse implications to the proposal and included a comment that based on the frontage of Lot B, advised that future subdivision should not occur, in the resolution dated August 15, 2018.

WHEREFORE, a motion was made by Member Kasper and seconded by Member Winkelman to consider the proposed action as an Unlisted SEQR action and subject to SEQR review of the short form. The Board having been polled resulted in the unanimous affirmance of said motion.

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 Chairman Southern and seconded by Member Winkelman, the Board reviewed this application as an Unlisted Action, under 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 Southern opened the Public Hearing and asked if there was anyone in favor of the proposal. Laura Downs, who lives across the street off O’Neil Lane, stated that she supports the subdivision as the land has been sitting vacant for some time. David Figuera, said he is across the street at the same address as Laura, and stated that he sees no adverse impact from the lot being subdivided and that it would be nice to have another neighbor. Chairman Southern asked if there was anyone who wished to speak in opposition or had any other comments on the project. No one spoke in opposition or had 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, duly seconded by Member Douglas Hamlin, 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 September 7, 2018 prepared by Paul Olszewski, Licensed Surveyor, P.L.S., PLLC be submitted for the Planning Board Chairman’s review and signature within 180 days from the signing of this resolution; and
2. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application; 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]

Public Hearing – Special Permit/Site Plan Review

Applicant:	Jennifer Carden	Property:	
	Irving H Goldman Trust		1800 Tamarack Trail
	26 Zephyr Court		Skaneateles, NY 13152
	San Rafael, CA 94903		Tax Map #062.-01-16.1

Present: Bob Eggleston, Architect;

A site visit was conducted on September 8, 2018. The proposed shoreline redevelopment and second floor addition remains the same as discussed at last month is meeting. Member Winkelman inquired about the proposed deck by the lake. Mr. Eggleston commented that it would have a low profile that rests on the ground with no steps greater than 30 inches, so that a railing is not required. Alongside the steps to the lake will be an earthen ramp for the sliding of kayaks to the lake. The material being removed from the bank will fill in the depression areas and the remaining material removed off-site. Member Kasper

inquired about the retaining wall. Mr. Eggleston said that it would be a modular masonry wall with a decorative stone, with the maximum height of five feet. Member Kasper inquired about the shed at the shoreline. Mr. Eggleston stated that it would be built into the bank in place of the existing steps that will be removed. It will have a three sided wood timber retaining wall behind it, and the shed will be placed above flood level for the area. There is a level beach area to walk from the shed to the kayak rack at the other end of the property. The plantings on the slope will be ground cover and small bushes. The proposed walkway from the dwelling to the deck will be a permeable stone step walkway.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin, the Planning Board declared this application a Type II action pursuant to 6 NYCRR617.5(c)(10) and not subject by SEQR for further 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 proposal. George Randall, neighbor to the north, is in support of the proposal, however suggested that the applicant needs to address the drainage plan for the lot as the applicant's cellar regularly floods. The drainage is routed to his property prior to drainage into the lake. Mr. Eggleston commented that the drainage would be corrected, as part of the proposed project as there is a full lawn up front for the rain to drain. Chairman Southern inquired if the property should have a small-scale stormwater management system on the lot. Member Kasper commented that the second floor would have gutters that will drain. Member Winkelman said that there is a huge lawn in which the gutters could drain. Mr. Eggleston said that the impermeable surface coverage is being reduced on the lot that will also improve the drainage of the lot. Chairman Southern asked if there was anyone who wished to speak in opposition or had any other comments on the project. No one spoke in opposition or had other comments.

Mr. Camp commented that there would be some earthwork on the bank that will be relatively minor. He continued saying that he had not noticed any drainage system at this site visit. Mr. Eggleston said that he could make sure that the gutters sheet flow onto the lawn. They will also determine if they might need a sump pump to daylight the drainage for the foundation, or they could gravity drain the basement to the top of the bank before the lake.

WHEREFORE, a motion was made by Member Kasper 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 by 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 special permit and 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. The Site Plan 1 of 4 through 4 of 4 dated August 21, 2018, and Narrative dated July 24, 2018 prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and

3. That the Applicant shall correct the existing stormwater management that currently drains onto the property located to the north, so that all stormwater from the Applicant's property is treated to pre-development conditions; and
4. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Application or Property; 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]

Continued Review – Lot Line Adjustment

Applicant:	Barbara Evans 52 Leitch Ave Skaneateles, NY 13152	Property:	4452 Vinegar Hill Road Skaneateles, NY 13152 Tax Map #023.-03-14.0 &023.-03-15.1
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Present: Richard Evans, Representative;

The applicant submitted a revised survey dated September 10, 2018 that reflects the proposed lot line adjustment to add 1.8 acres of walnut grove land to Parcel 2 and reducing Parcel 1 to 8.3 acres, with the existing dwelling located on Parcel 1. The applicant now resides in the Village and will be selling Parcel 1 while retaining Parcel 2 for his family. A site visit was conducted on September 8, 2018.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin, the Planning Board declared this application a Type II action pursuant to 6 NYCRR617.5(c)(10) and not subject by SEQR for further review. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin, seconded by Chairman Joseph Southern, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby APPROVES the Lot Line Adjustment, with the following conditions:

1. The plat plan survey prepared by Warren Ramie Surveying, licensed land surveyors dated September 10, 2018 reflecting the re-aligned two lots, be submitted to the Chairman for review, approval and signature prior to filing with the Onondaga County Clerk's Office; and
2. The lot line adjustment map and deed must be filed in the Onondaga County Clerk's Office within sixty-two (62) days of the signing of said map or the lot line adjustment 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]

Sketch Plan-Subdivision and Lot Line Adjustment

Applicant: Patrick Gray
Mindy Gray
4272 Jordan Rd
Skaneateles, NY 13152
Tax Map #023.-03-06.2

Present: Dana Pickering, Representative

The applicant would like to subdivide the existing 56-acre parcel into Lot 1 with ten acres and with the existing dwelling, and lot 2 of 44 acres of vacant land. Included with the proposal is a lot line adjustment with two acres being added to Mr. Kyles lot, and Mr. Kyle giving .2 acres to the applicant for a 75-foot access to Vinegar Hill Road. As the land swap between the applicant and Mr. Kyle would make the Kyle lot nonconforming to road frontage on Vinegar Hill road where 200 feet is required, it was suggested that the applicant revised the map and obtain a 75-foot easement over Mr. Kyle's property to access the 44-acre lot.

The OCDOT has been contacted to determine if the proposed driveway can be established. Member Kasper suggested that the proposed 44-acre lot should also obtain an easement access over the existing 55 easement to the south so that the large lot could have two access points.

Sketch Plan-Special Permit/Site Plan Review

Applicant: Eileen Murphy
3259 East Lake Rd
Skaneateles, NY
Tax Map #040.-01-03.0

Present: JoAnne Gagliano, EDR; Joe Falco, EDR.

The 61,795 square foot nonconforming lot has a nonconforming dwelling and accessory structures with a long narrow driveway for access that is shared by the dwelling located to the west. Impermeable surface coverage is at 25% and the detached garage is located two feet from the north property line. Proposed is the demolition of the existing structures, and construct a new single family dwelling with attached garage located 8 feet to the north property line. The existing tennis court would be demolished and a proposed asphalt court will be located 8 feet to the north property line due to the change in grade to the south. The driveway will become a shared driveway with the property to the south to replace the three driveway entrances at East Lake Road, with the separate driveway access for the property to the west remaining. Impermeable surface coverage will be reduced to 23.3%. There will be a new septic system that has been approved by OCDOH for a four-bedroom dwelling. The seasonal cottage will be converted to a year round dwelling.

The proposed dwelling will be located more than 100 feet to the lake line. The existing shoreline gabion basket seawall will be replaced with a new stone seawall and permeable patio totaling 604 square feet of shoreline structures. There is a pending DEC permit for the replacement/repair of the existing sea wall;

however, proposed is an undulating seawall that will be two feet high with limestone boulders and rip rap in front. This habitat driven seawall is pushed back from the lake and not at the lake line. There will be a permeable patio and stone treads set into the grade for the stairs to the proposed patio.

The elevation between the neighbors drive to the west and the proposed driveway has an elevation change and the existing retaining wall will be maintained in the area. The property slopes along the driveway and at the end of the driveway, the stormwater collects into a pipe and then drains to the lake. The proposal will replace the pipe to a grass swale for the stormwater to drain prior to draining to the lake. The proposed location for the dwelling moves the structure to the north so that the drainage of the property can be managed more efficiently.

Mr. Camp commented that the board is looking closely on stormwater management on lots in the watershed. The applicant will apply the Small Scale Stormwater Management Guidelines to develop additional drainage plans. Chairman Southern inquired if the applicant has considered permeable surfaces such as Har-Tru for the tennis court. Ms. Gagliano stated that the applicant is an avid tennis player and prefers to have a court that is not impacted by rain. Chairman Southern commented that other porous materials that are not considered permeable for driveways, could be considered by the board as potentially permeable in terms of use for the tennis court. Member Kasper commented that the International Fire Code may require a specific width of the proposed driveway based on the length of the proposed driveway.

Mr. Brodsky commented that the size of the proposed dwelling and attached garage is larger than the existing, exceeding 2500 square feet, and located within 1500 feet of the lake line, requiring site plan review. He continued saying that it will affect the board's review in term of character of the neighborhood and could affect the requested side yard variance for the principal structure. The applicant was referred to the Zoning Board of Appeals for variance approval.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Winkelman to schedule a site visit on *Saturday, October 6, 2018 at approximately 9:15 am*. The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan-Subdivision

Applicant:	Russel Zechman	Property:
	PO Box 6	2054 Coon Hill Road
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #035.-03-05.2

Present: Russel Zechman, Applicant; Robert Eggleston, Architect

The existing 7.8-acre lot has an existing single-family dwelling and barn located towards the back of the property. The proposal is for a three-lot subdivision with lot 1 of 2.3 acres along Coon Hill Road, lot 2 of 2.3 acres, and lot 3 of 3.2 acres with the existing dwelling and barn. The existing common driveway would divide lots 1 and 2 down the middle to continue to provide access to lot 3. The proposed Lots 1 and 2 placement was designed to comply with the correct road frontage required for a lot and for the correct front yard setback for the existing barn location. Septic results are still pending and topography will be provided next week. A portion of the lot may be located in the Skaneateles Lake watershed at the southwest corner of the lot.

Mr. Brodsky encouraged the applicant to apply the small-scale stormwater management guidelines to the proposed lots to properly manage any drainage. A site visit will be conducted on October 6, 2018.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin to schedule a public hearing on *Tuesday, October 16, 2018 at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Continued Review-Special Permit

Applicant:	Chris Graham	Property:
	Trillium Homes Inc.	4331 Jordan Road
	4302 Jordan Road	Skaneateles, NY 13152
	Skaneateles, NY	Tax Map #024.-02-01.1 & 024.-02-01.2

Present: Chris Graham, Applicant; Bob Eggleston, Architect;

The applicant has requested a postponement for the application.

Discussion
Town Board Lead Agency Request

At the request of the Town Board, the Planning Board reviewed the Lead Agency request for SEQRA review with respect to the project proposed by Abundant Solar Power Inc. to develop and install a solar power photo-voltaic plant and associated improvements on the property owned by the Town of Skaneateles located at 1676 Old Seneca Turnpike in the Town of Skaneateles. After thorough review, the Planning Board adopted the following:

WHEREFORE a motion was made by Member Kasper and seconded by Member Hamlin, and after an affirmative vote of all members present, the Town of Skaneateles Planning Board has concluded it has no objection to the Town Board Lead Agency request regarding the aforementioned project proposed by Abundant Solar Power Inc. The Board having been polled resulted in the unanimous affirmance of said motion.

Discussion

Applicant:	Emerald Estates Properties, LP	Property:
	3394 East Lake Rd	2894 East Lake Rd
	Skaneateles, New York	Skaneateles, New York
		Tax Map #036.-01-37.1

Present: Robert Eggleston, Architect;

The applicant is requesting a special meeting to continue the application process. A Planning Board Special Meeting was scheduled for *Tuesday, October 23, 2018 at 6:30 p.m.* at Town Hall.

WHEREFORE, a motion was made by Member Hamlin 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 7:56 p.m. as there being no further business.

Respectfully Submitted,
Karen Barkdull, Clerk