

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
January 16, 2018**

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

Chairman Southern opened the meeting at 6:30 p.m. The minutes from December 19, 2017 will be approved next month when there are sufficient members present. The Vice Chair appointment will be designated next month when the full board is present.

At this time, the Board discussed the reappointment of Scott Molnar, Esq. as Attorney for the Planning Board for the year ending December 31, 2018.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Redmond to re-appoint Scott Molnar as Attorney for the Planning Board. The Board having been polled resulted in the affirmance of said motion.

RECORD OF VOTE

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

At this time, the Board discussed the reappointment of John Camp of C&S Engineering as Planning Board Engineer for the year ending December 31, 2018.

WHEREFORE, a motion was made by Member Redmond and seconded by Chairman Southern to re-appoint John Camp as Planning Board Engineer. The Board having been polled resulted in the affirmance of said motion.

RECORD OF VOTE

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

Public Hearing – Special Permit

Applicant: John Menapace
Skaneateles Brewery LLC
4022 Mill Road
Skaneateles, NY 13152
Tax Map #027.-01-47.1

Present: John Menapace, Applicant;

Counsel Molnar recommended that the board adopt its prior SEQR determination from January 20, 2015 that was a negative determination, and as this proposal is no more than re-purposing space within an existing building.

WHEREAS, a motion was made by Member Hamlin and seconded by Member Redmond, the Planning Board adopted and ratified the prior SEQRA determination, last reviewed January 20, 2015 for the Application, which was a determination that the Application constituted an Unlisted Action with a negative declaration after review of the SEQRA forms submitted by the Applicant. The board having been polled resulted in the affirmance of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Southern asked if there was anyone wishing to speak in opposition, or had any other comments. No one spoke in opposition or had any other comments.

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Douglas Hamlin and seconded by Member Anne Redmond, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit, with the following conditions:

1. That the 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; and
2. That the Site Plan dated November 10, 2014 prepared by Salvins Strods, Landscape Architect, together with the Parking Analysis and floor plan dated January 16, 2018, and Narrative dated November 30, 2017 prepared by John Menapace, be followed in all respects; and
3. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or the Application; and

4. Except as modified hereby, the conditions set forth in the prior approving resolutions remain in full force and effect.

RECORD OF VOTE

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

Amendment Request- Major Special Permit

Applicant: Marc Pietropaoli
791 W. Genesee Street
Skaneateles, New York
Tax Map #047.-01-13.1

Present: Lance Wardell, Victory Sports Medicine, COO

The applicant is requesting to amend the original approval to allow the trailers to remain until the applicant vacates the location. The use and intensity of the use for offices will remain the same. Counsel Molnar disclosed that his son does work for Victory Sports Medicine and does not feel there is a conflict to represent the board as the applicant has its own counsel. However, if a conflict should arise, he would alert the board and the applicant, recuse himself to allow another counsel to assist the board with the application. Member Redmond commented that as long as the use and function are the same she did not see why the applicant should have to return to the board repeatedly. Member Hamlin agreed as long as the use and intensity of use remains the same.

WHEREAS, a motion was made by Chairman Southern and seconded by Member Hamlin, the Planning Board has determined that the Amendment Application for the Minor Special Permit is consistent with the terms of the Minor Special Permit approved November 1, 1999, modified October 15, 2002, as extended February 21, 2012, as extended February 18, 2014m extended February 16, 2016, and extended January 24, 2017, and does not represent a substantial change from the Minor Special Permit.. The Board having been polled resulted in favor of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and seconded by Anne Redmond, and after an affirmative vote of all Members present as recorded below, the Skaneateles Planning Board APPROVES the Extension Application with the following conditions:

1. That all conditions of the January 19, 2010 resolution remain in full effect except as amended hereby; and
2. That the approved Minor Special Permit for the use of the Trailers is extended to allow the same use, intensity of use, and occupancy of the Trailers upon existing impermeable surface for so long as the Applicant occupies the Property.

RECORD OF VOTE

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

Extension Request – Lot Line Adjustment

Applicant: Martin Dean
6459 Broadway Road
Auburn NY 13021

Property: 2472 Benson Road
Skaneateles, New York
Tax parcel#055.-02-11.3 & 055.-02-11.2

Present: Robert Bergen, Attorney;

The applicant is requesting additional time for the filing of the subdivision map, with an additional 30 days to complete the filing of the maps. Chairman Southern suggested that a six-month extension could be considered. Counsel Molnar suggested that 30 or 60 days could be granted to allow enough time for the applicant to complete the process.

WHEREAS, a motion was made by Chairman Southern and seconded by Member Redmond, the Planning Board adopted and ratified the prior SEQRA determination, last reviewed August 15, 2017 for the Application, which was a determination that the Application constituted an Type II action not subject to SEQRA review. The board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Chairman Joseph Southern and seconded by Member Anne Redmond, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Extension Application, with the following conditions:

1. That all conditions of the August 15, 2017 resolution remain in full effect except as amended hereby; and
2. That the time required for the Applicant to file the Map and Deeds with the Onondaga County Clerk in connection with the approved Minor Subdivision is extended for an additional sixty (60) days from January 16, 2018.

RECORD OF VOTE

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

Attorney Advice Session

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

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

The Board returned at 6:50 pm.

Sketch Plan –Special Permit/Site Plan Review

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

Present: Robert Eggleston, Architect;

The applicant had made an initial application in November and since then they have contracted Mr. Eggleston to represent them regarding their interest in establishing an event center. A revised site plan dated January 5, 2018 was submitted to the board that reflects the new proposal for the event center. The updated survey with topography indicates that there is a small seasonal watercourse located south of the southeast corner of the lot. After considering the costs associated with a larger pole barn accommodating over 100 guests, the applicants have decided to propose a seasonal event center from May through October, with a 42' x 62' low profile deck that could accommodate a 40' x 40' tent. There would be grass parking with gravel driveway for 30 cars, a shed to hold the tent when it is not in use, an area for portable toilet facilities, and the catering would be done off site. The deck would be level to the ground at one end and provide three steps at the opposite end to meet with the grade of the land. Minimal clearing of trees will be done on the property. Low voltage lighting will be provided along the walkways and deck. Events would end by 11 pm on Fridays and Saturdays, and 9 pm on other days.

Conceptual DOT approval has been obtained with final DOT approval obtained after the proposal is approved. The driveway is 20 feet at the entry point from the road and the driveway is located 100 feet from the watercourse. If the proposal proves successful, then a restroom structure and separate septic system would be installed to replace the portable toilet facilities. The lot is partially succession woods and the applicants want to retain the rural feel of the property. The impermeable surface coverage of the lot will increase from 2.4% to 9.6%, including the grass parking area that is two thirds of the calculation. The stormwater on the property flows to the southwest in the Owasco lake watershed, and the application has been forwarded to the Owasco lake watershed for comment.

Chairman Southern asked for additional information regarding the tent on a platform. Mr. Eggleston stated that the tent would go up in May and the platform will reduce the wear and tear on the grass, and the grass would also make it more difficult to dance. The maximum capacity of 90 guests would be allowed based on the 30 parking spaces designated for the event center. The Prattens would be working the event themselves and their driveway and garage by the house could be used for the parking of the catering staff and associates assisting with parking. Member Hamlin suggested that there be a permanent spot for the catering truck near the tent. There will be power run to the deck and shed, a post light at the driveway entrance, a post light by the rest room area, and low voltage bollards to light the path from the parking area. The tent will probably stay up May through October. Member Hamlin said that he thought

it was noted that the tent would be up per event. Mr. Brodsky commented that in the code there is a provision that defines temporary as 8 months or less. He suggested that the tent and the mobile toilet facilities are provisioned to be installed only during a certain time period to maintain their temporary status. He continued saying that how the events would function with traffic, caterers, musicians, etc has not been fully addressed and based on the assumption that the applicant will meet the numbers proposed, and suggested the potential to limit the area of event space to give more comfort space for vehicles. Chairman Southern suggested that a designated area for caterers could be established, and to delineate the parking area. Mr. Eggleston stated that there is a proposed split rail fence along the southern edge of the parking area, trees along a portion of the north side, and additional split rail fence could be placed along the north side.

Mr. Brodsky recommended a site visit as the proposal would be a new land use in the area. Mr. Eggleston said that the closest resident is Gail Dean up on top of the hill with the neighbor to the south's dwelling located on the southern edge of the five acre property. There are farm fields across the road and behind the property. Mr. Camp commented that the location is at one of the higher spots in the area, and queried about the sound propagation. Mr. Eggleston commented that the high spot is located at Mrs. Dean's property to the north and that the applicant's property is relatively flat. He continued stating that the site plan reflects the larger trees and the rest is brush. There is no noise ordinance in the town. Mr. Brodsky reiterated that the site visit will provide some clarity to the board regarding the proposal's fit in the character of the neighborhood. He continued commenting that the board, with this application, is determining a basis for a permeant structure.

Member Hamlin inquired about the parking ratio used in other event center application. Mr. Brodsky stated that the parking is applied as a basis and then become a judgment call by the board. Member Hamlin commented that the parking is based as a restaurant use, however, a restaurant does not expect to have 90 people show up all at once. The anticipated seating under the tent is calculated as 15 SF per person, similar to the 90 person capacity. The remaining portion of the deck not covered by the tent would be for guests going out for a bit of air. When reservations are taken, the applicant would live up to the standards and conditions of the approval. The parking section 148-32A3 states that the parking standards can be varied by the approving board. Mr. Eggleston stated that three people per car is probably a typical average with some cars only having two persons and other cars having 4-5 people. Member Hamlin commented that the addition support staff of the officiant, catering, band, etc., and where they are going to park is a concern. Mr. Eggleston commented that the support staff will use the parking area to set up and then park their vehicles in the dwelling parking area. Mr. Brodsky commented that his concern is the potential for cars parking in the right of way. Member Hamlin suggested an overflow parking area. Mr. Eggleston said that the proposed trees to the north could be moved over for parking overflow.

Chairman Southern inquired about the safety of the tent. Mr. Eggleston commented that the deck is at ground level to 18 inches above the ground where there are three steps that do not require hand rails. The tent would be affixed to the deck. There will be no railings on the side of the deck as it is not required. Mr. Camp inquired on the location of the dumpsters. Mr. Eggleston said that the trash will be held in the shed until it is dropped off. The walkways will be pavers and the driveway will be gravel with grass parking. A site visit will be conducted on February 10, 2018.

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

Extension Request- Major Special Permit

Applicant: Old Seneca Heights LLC
Marilynn Bonnivier
1041 Old Seneca Tpke
Skaneateles, New York
Tax Map #028.-01-04.0 & 027.-03-01.1

Present: Marilynn Bonnivier, Applicant; Robert Eggleston, Architect

Mr. Eggleston stated that the original Old Seneca Heights application took over ten years to approve that was approved in 2010. He continued stating that he was involved with the project for the last year and a half prior to approval. Extensive work was done on the erosion control plan, grading, septic system approval with a lot of investment in putting the application together. The project will appeal to empty nesters that are snow birds in the winter. The septic system for the projects is a centralized system with all of the dwellings feeding into it. The project is on the market as an approved project and the applicant wishes to have the approvals in place for potential developers. Chairman Southern inquired whether the county permit approvals are still in place. Mr. Eggleston commented that the approvals are contingencies in the original Planning Board approval and the developer would need to obtain the approvals prior to any building permit being issued. Mr. Camp said that there would have been a DOT permit for the road cut and a DOH approval for the septic. Chairman Southern added that the water line is also another approval. Mr. Eggleston added that there are DEC permits and SPDES permits. At time of the original approval, the agency approvals had been obtained and they would need to be re-approved.

There is a party that is actively interested and the applicant is asking for an eighteen-month extension to be able to facilitate the developer to put together the necessary details and financing. Mr. Eggleston commented that the new comprehensive plan still supports various housing options

WHEREAS, a motion was made by Member Hamlin and seconded by Chairman Southern, with unanimous affirmation of said motion, the Planning Board adopted the SEQR findings of June 15, 2010 determined with a Full Environmental Assessment Form and a negative declaration determined at that time, which prior determination was adopted by the Planning Board in consideration of this Extension Application. The Board having been polled resulted in the unanimous affirmation of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and seconded by Member Anne Redmond, and after an affirmative vote of all Members present, the Skaneateles Planning Board **APPROVES** the Extension Application for an additional eighteen (18) months from the date hereof, with the following conditions:

1. That the original Site Plan and Construction Narrative approved for the Project shall be followed in all respects for the construction of buildings and improvements not otherwise completed to the date hereof, and that prior resolutions of the Planning Board be followed in all respects, except as extended hereby for a period of eighteen (18) months from the date hereof.

RECORD OF VOTE

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

Sketch Plan –Special Permit/Site Plan Review

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

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

Present: Robert Eggleston, Architect;

The property is a nonconforming 35,223SF lot located on Wave Way with a single family residence and impermeable surface coverage of 28.1%. The dwelling is a large ranch single story house and there is a boat house structure that is used for storage.

The proposal is for a 594SF detached two-story garage with living space on the second floor that conforms to all setbacks and is a conforming 50 feet from the watercourse to the south. A variance is required for the building footprint, as it will increase from the nonconforming 8.3% to a nonconforming 10% of the lot whereas 6% is allowed. The ZBA has scheduled a public hearing next month. The second floor on the garage will be a recreation area for the kids with no plumbing installed. The shed on the property will remain as it is in good condition and useful. Impermeable surface coverage will reduce from 28.1% to 18.6%, a 34% reduction. There is no direct slope from the proposed garage to the watercourse, and there is a catch basin near the existing shed, which will remain to control storm water, although the pavement will be, reduce in the area.

The existing driveway extends to the end of the existing deck that will be shortened with a ramp installed to assist elderly individuals accessing the dwelling. The areas in green indicates removal of the impermeable surface coverage. The existing septic system is located within 100 feet of the lake and a new septic system is proposed that will be located 200 feet from the water course. The applicant is prepared to contribute \$30,187 to the Land Development Rights Acquisition Fund. A site visit will be conducted on February 10, 2018.

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

Amendment Request-Major Special Permit Site Plan Review

Applicant Jonathan Cohlan
Louisa Cohlan
241 Kenlyn Rd
Palm Beach, FL 33480

Property:
3007 East Lake Rd
Skaneateles, NY 13152
Tax Map #039.-01-15.0

Present: Robert Eggleston, Design Professional;
pbm.01.16.2018

The applicant is proposing some modifications to the previously approved project for the redevelopment of the property. As part of the prior approval, there were serpentine steps and retaining walls near the boathouse that were approved. The modification provides for one retaining wall and steps in a box design. There will be no change in the amount of permeable coverage from the prior design. The application has also been presented to the ZBA for an amendment, and that the board has continued their review to next month's ZBA meeting. Engineering plan C-1B shows the steps coming from the garden down towards the lake rather than the prior plan reflecting a straight line of stairs from the dwelling. There is no change in the disturbed area.

The project is in the middle of phase 2, with the roof being completed on the dwelling. The modifications discussed are part of phases 3 and 4, and the alteration of the boathouse will begin the spring. The board will continue the amendment request at the next regularly scheduled Planning Board meeting.

Continued Review - Subdivision

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

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

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

Based on last month's discussion, adjustments have been made on building envelopes for lots 3 and 4 to have the construction areas further away from the steep slopes that are under 30%, while still affording views of the lake. The average size lot is 8.99 acres, exceeding the minimum requirement of six acres for a conservation subdivision. The lots are a minimum of two acres. The conservation findings, page 8, has been updated to reflect the reconfigured lots.

The focus of last month's meeting was the engineering of the conservation road and the engineering plans SK-1 and SK-2 dated January 5, 2018 were presented. There is vegetation by the curves that will be trimmed to provide better visibility for drivers on the road. Proposed is the addition of two more paved turnoffs and paving of the existing turnoff. The east side of the road has a drainage swale and rip rap that will be maintained. The radius has been reduced on the first and third turnoffs. A wood guide rail will be added on the west side of the drive from the top curve to the bottom curve. An additional wood guard rail will be added on the east side of the bottom curve since the slopes are steep.

The existing drainage basin was analyzed and it was determined that it can manage stormwater for up to two additional lots. The remaining lots of the proposed subdivision will require individualized stormwater management plans, similar to the Weavers and Nangles. Signage will be added at the top, middle and bottom of the road that will read that the downhill traffic will yield to uphill traffic, which is standard across the country. Drainage on the individual lots will be the responsibility of the lot owners. All of the proposed lots will be subject to site plan review.

Member Hamlin inquired what side of the road the snow is pushed. Mr. Eggleston commented that it goes to the north where the drainage ditch is located and the snow melt would be discharged through the infiltration system. Mr. Eggleston commented that the drainage system performed well with the most recent heavy snow melt. Mr. Spear commented that when the rain events were 1-2 inches within a short

time the west back to the check dams and placed larger stone in the rip rap to stay in place rather than smaller stones that wash away.

Chairman Southern stated that there is still a concern with the safety of the road with the number of cars that will be using it once you have the full build out handling the grade. Mr. Spear commented that there will be three turnouts in the 800 foot run that is pretty substantial, and with the signage and the clear view at the bottom should make it different from what it is. Member Hamlin inquired who would be responsible for the maintenance of the road and if it would be the HOA. Mr. Spear said that there is a driveway agreement with all of the lot owners. He continued saying that the drive is not being salted currently and recommended the use of salt on the driveway. Chairman Southern commented on the difficulty ensuring that the plowing is happening with salt/sand application. Mr. Spear commented that it would be similar to Butters Farm Lane. Chairman Southern said that Butters Farm Lane is a town road built to town standards and maintained by the town. He continued stating that the road is an unsafe road regardless of the number of turnouts. Mr. Zona said that it sounds like it is an unsafe road in terms of maintenance but not how it is designed. Chairman Southern stated that it would be safer if it was a two lane road with the same maintenance and the same grade it is now. Mr. Spear commented that the homeowners have their self-interest and would see to the road being maintained.

Chairman Southern commented that the road is not bad with three houses but it would not be good with twelve houses with a lot of traffic on a narrow road that is steep. The guard rails and turnoffs help however, it is still unsafe. Member Hamlin inquired if the fire department has reviewed the road. Chairman Southern requested that the applicant have the fire department review the proposed road with the proposed build out of the property.

The application will be referred to SOCPA. Mr. Eggleston inquired on the status of the SEQR review. Counsel Molnar commented that the board will need to take that into consideration as well as the conservation analysis, and the conservation easement. It will all come together arguably proving the conservation analysis as a critical step in the process, is an approval for which we should have SEQR determination previously. Those two will go hand in hand and after that, there would be a determination of the sketch plan, and advance the application to public hearing. Three things need to be put together, verify that the SEQR is accurate relative to the design and engineering done, draft conservation easement language to go with the analysis, carry the conservation analysis forward, and it should be completed simultaneously. Mr. Eggleston inquired if a plat plan should be submitted to the board. Counsel Molnar commented that it would be after the conservation analysis, conservation easement and SEQR. SEQR classification and lead agency will need to be established.

Discussion

There is a joint work session regarding section 148-12 scheduled on Saturday, January 27, 2018 at 9 am to discuss section 148-12 and the open space plan.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Redmond to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 8:23 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Clerk