

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
October 20, 2015**

Mark J. Tucker, Chairman
Elizabeth Estes - Absent
Donald Kasper
Joseph Southern
Scott Winkelman
Scott Molnar, Legal Counsel
John Camp, P.E. (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Clerk/Secretary

Chairman Tucker opened the meeting at 7:30 p.m. The meeting minutes of September 15, 2015 were previously distributed to the Board and all Members present acknowledged receipt of those minutes.

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

RECORD OF VOTE

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

Public Hearing Continuance–Subdivision

Applicant:

Kenneth Karlik

4186 Summit View Drive
Marcellus, NY 13108

Property:

1837 West Lake Rd
Skaneateles, NY 13152
Tax Map #061.-01-16.1

Present: Gail Brewer, Representative, Williams Realty

There have been no changes to the proposal since last month's meeting. Chairman Tucker had contacted the Skaneateles Lake Watershed Agricultural Program regarding any restrictions that may have been placed on the applicant's grant funding and there were no limits on the livestock. He continued stating that there have been small issues with the farm as there is with any farm operation. There is more than a 100' well established buffer area around the stream. Member Kasper commented that the farming operation is located away from the proposed lot location.

Mr. Brodsky stated that the Onondaga County Planning Board had raised the concern regarding the long-term development plan for the property. Chairman Tucker commented that the creation

of the new lot through this subdivision process has an objective to raise funding for the applicant. Mr. Brodsky commented that the applicant should be aware that if another lot is created in the future, he might need to address with the Board what the long-term subdivision plans are. Member Winkelman commented that his concerns are the views from Heifer Road. He continued recommending that the first lot or two off West Lake Road should have the views protected. Of the three places on Heifer Road, the proposed lot is next to an existing residential lot and away from the stream. Member Kasper stated that being next to an existing residential lot is better placement for it to maintain contiguous land for farming.

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

WHEREFORE, a motion was made by Member Southern 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 commented that this is prime farmland and that the open space committee should contact the owner to place the land in conservation. Member Southern commented that the applicant would not be able to make money doing that, and making some money was the motivation for him with this proposed subdivision. Chairman Tucker commented that if the process is done correctly and there is the removal of the development rights, you would still have farmland that could be sold to others who would farm it. Member Winkelman commented that the Town has been collecting funds from all of the property owners redeveloping nonconforming lots and the Town should start doing something with the money.

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

1. The Subdivision map dated July 15, 2015 prepared by John Damiano (“Map”) be revised to reflect the name and address of the owner, pin location at the adjoining corner of the new lot and the existing property to the east, and a building envelope be set forth on the Map, to be completed and submitted for the Planning Board Chairman’s review and signature within 180 days from the signing of this resolution; and
2. OCDOH conceptual septic approval for the newly created two acre lot be received by the Applicant, and copied to the Secretary of the Planning Board; 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	Mark J. Tucker	[Yes]
Member	Joseph Southern	[Yes]
Member	Donald Kasper	[Yes]
Member	Scott Winkelman	[Yes]
Member	Elizabeth Estes	[Absent]

Sketch Plan- Site Plan Review

Applicant

Ira Coleman	Property:
18808 Paseo Nuevo Dr.	3067 East Lake Rd
Tarzana, CA 91356	Skaneateles, NY 13152
	Tax Map #039.-01-06.0

Present: Robert Eggleston, Architect

An area variance for impermeable surface cover of 16.83% was granted in 2000 when the property was developed with a single-family dwelling and shoreline structures. Proposed is the replacement of the steps to the shoreline with permeable paver steps, and the rock from the existing steps would be stacked alongside the steps for a retaining wall. The existing impermeable surface coverage for the property is 17.2%, the driveway having been expanded with brick that will be removed to conform to the 16.83%. Additionally, the grade underneath the first floor sunroom will be leveled to extend the lower level patio. The retaining walls under the first floor sunroom will be moved out to align with the wing.

Member Winkelman commented that a site visit was conducted on October 10, 2015. Chairman Tucker inquired how the construction equipment would access the areas. Mr. Eggleston stated that they would be able to come down the north side of the dwelling and across the front of the house to access the area. The equipment required would probably be a small bobcat or trackhoe.

Mr. Camp commented that on his site visit he noticed that the existing steps to the shoreline butt up to the existing shale wall. Mr. Eggleston stated that the shale wall will remain and the removed stone will be set on it, with the goal of not having to remove the stones from the property. Member Kasper inquired if there will be topsoil placed around the rocks. Mr. Eggleston stated that there would be vegetation placed in the disturbed areas. Mr. Eggleston stated that the path is four feet wide and small equipment can fit in that area. Member Kasper commented that there is a lot of stone. Mr. Eggleston stated that there are the stone steps with patches of grass every so often. Member Kasper recommended that the excess stone be removed from the site and to maintain the existing vegetation. Mr. Eggleston stated that he would discuss that with the Mr. Clark regarding removal of the stone.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Kasper to continue the application on ***Tuesday, November 17, 2015 at 7:30 p.m.*** The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan- Special Permit

Applicant	Slate Cove Holdings Co.LLC	Property:
	Deborah Hubbard	810-814 West Genesee St
	PO Box 77	Skaneateles, NY 13152
	Mottville, NY 13119	

Tax Map #048.-01-11.1

Present: Robert Eggleston, Architect

The 6,245SF commercial building has had various uses over the years including a restaurant, hair salon and offices. The existing tenant has a construction office located on the lower level occupying 1,233SF and there is a building management utility area of 229SF. The proposal is for a medical office use on the entire main floor and office use of 1,859SF on the lower level. A handicap ramp is proposed to access the offices at the lower level of the building. An existing ramp located on the north side of the building provides access to the main level of the building.

There is an anticipated five employees working in the office area on the lower level, with the medical office having a maximum of four doctors. The anticipated parking need for the employees and patients is 28.4 parking spaces for all of the tenants, with 28 parking spaces on site including rear parking and parking in front of the building. The nine parking spaces in the front of the building would be for patients only. Mr. Brodsky inquired if a sign limiting the front parking to patients will be erected. Mr. Eggleston stated that the employees will be directed accordingly and a sign could be added.

Chairman Tucker inquired if there is any response from Onondaga County DOH regarding the existing septic system. Mr. Eggleston stated that the septic system was installed in 1992 and has been used for two restaurants and a hair salon. The system should be able to support the medical office and he will have information regarding the septic system for next month's meeting. Chairman Tucker inquired whether all of the parking should be located in the rear of the building as per the zoning code. Mr. Eggleston stated that this building has pre-existing parking and is part of the western gateway project. It now has curbing so there is no backing out onto Genesee Street.

Mr. Brodsky inquired on how patients that park in the rear can safely access the building. Mr. Eggleston stated that there are stairs on the south side of the building with a handicap ramp located on the north side of the building to the front door facing Genesee Street.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Southern to schedule a public hearing on *Tuesday, November 17, 2015 at 7:45 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Public Hearing- Special Permit

Applicant	Michele Gardner	Property:
	Jessie Carbone	1410 East Genesee St
	2420 Sands Road	Skaneateles, NY 13152
	Camillus, NY13031	Tax Map #042.-01-11.0

Present: Michele Gardner & Jessie Carbone, Applicants

No one wished to have the public notice read. The Onondaga County Planning Board, in their resolution dated August 19, 2015, suggested the following modifications: that the portion of the driveway located in the State right-of-way must be paved per NYSDOT requirements with a highway work permit, that the applicant obtain consult with the City of Syracuse Water Department prior to commencing the project. The City of Syracuse Department of Water has not

commented on the proposal. The Village of Skaneateles had approved for the change in use for the sewer use in their correspondence dated August 28, 2015. The property is in a water district with access to Village water. A site visit was conducted on October 10, 2015.

The applicants are proposing to use the front portion of the Hood building for a cross-fit gym. It will be one room and include one garage door bay. The building was the location of the former Beach photography studio. A floor plan dated October 20, 2015 was submitted to the Board. There are no anticipated exterior renovations; one internal small wall will be removed between of warehouse and existing sales floor area.

The Onondaga County Planning Board commented that part of the driveway that is located in the state right of way should be paved. Member Winkelman suggested that as the applicant does not own the property, some of the work could be done in phases. The property would be on Town public water. Chairman Tucker also noted that the Onondaga County Planning Board commented that parking should be located behind the building with adequate natural screening of the parking and installing sidewalks. Chairman Tucker stated that parking should not be placed in front of the building. There is some clean up that is occurring in front of the building and some planting should occur. Mr. Carbone stated that Mr. Hood has been working on getting the front of the building area cleaned up.

Member Winkelman inquired on the amount of parking required for the fitness studio. Mr. Carbone stated that there are 5 -10 people for each class so the most parking would be needed for 10 clients. Mr. Brodsky stated that there was a discussion last month about obtaining an updated survey. Mr. Carbone stated that Mr. Hood was investigating that and it would not be possible to obtain one until December as the original surveyor has passed and a new surveyor would need to prepare the survey. Member Southern stated that the application is for a change in use without exterior changes to the property and inquired why a new survey is necessary. Mr. Brodsky stated that no open space or impermeable surface calculations were completed on the 1996 survey. Chairman Tucker commented that the zoning code requires a survey less than 5 years old for any application submitted to the Town. Mr. Molnar suggested that the owner of the property submit an affidavit of no change to the property from the 1996 survey in lieu of an updated survey.

An updated site plan should be provided to the board that includes the parking on the property. The site plan could be traced from the 2002 site plan. Member Winkelman inquired on how the Board might be able to expedite the project for the applicant and inquired if the site plan and affidavit could be a condition of approval. Chairman Tucker stated that it could be made a condition of approval; however, the site plan would need to be reviewed by someone. It was suggested that it could be reviewed by Chairman Tucker and Member Winkelman.

WHEREFORE, a motion was made by Member Southern and seconded by Member Winkelman to consider the proposed action as a Type II SEQR action pursuant to 6 NYCRR617.5(c)(7) and not subject to SEQR review. The Board having been polled resulted in the unanimous affirmance of said motion.

At this time, Chairman Tucker opened the Public Hearing and asked if there was anyone in favor of the project. Mr. Eggleston, neighbor to the north, stated that he was in support of the proposal and although he agrees with the requirements for accurate information, he appreciates the issues of starting a small business. He would like to see that as a first step and would appreciate some slack to get the applicant's business open. He has invested in East Genesee Street and it is in his interest to see an underutilized business more active. He would be willing to create the site plan

at no charge for the applicant if the Board does not require an updated survey and grants approval today. Chairman Tucker asked if there was anyone wishing to speak in opposition, or had any other comments. No one spoke in opposition or had any other comments.

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made 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 approval, with the following conditions:

1. That the Special Permit 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 a site plan prepared by Robert O. Eggleston, Licensed Architect, be updated to reflect parking on the side and rear of the building with plantings in the corner and resubmitted for approval by the Planning Board Chairman and Member Winkelman, and once approved, be followed in all respects; and
3. That an notarized affidavit of no change to the prior survey be provided by the property owner; and
4. That any proposed signing for the CrossFit studio comply with Town zoning codes; and,
5. That the Applicant shall obtain all necessary permits and approvals from the NYSDOT, City of Syracuse Department of Water, and any other approval needed for the Application; and
6. That the Applicant pave the portion of the driveway located in the State right of way in compliance with the NYSDOT guidelines by June 1, 2016.

RECORD OF VOTE

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

Public Hearing- Special Permit

Applicant

Thomas Potter
5060 Bridle Path
Fayetteville, NY

Property:

3173 East Lake Rd
Skaneateles, NY 13152
Tax Map #040.-01-21.0

Present: Dave Disinger, Representative, Hadley's LLC

No one wished to have the public notice read. The Onondaga County Planning Board stated that the proposal would have no adverse implication in their resolution dated September 30, 2015; however, commented that approvals need to be obtained from the City of Syracuse Department of Water and the NYSDEC. The City of Syracuse Department of Water has not commented on the proposal. A site visit was conducted on October 10, 2015.

Submitted was a copy of correspondence dated October 16, 2015, from the NYSDEC stating that the application is considered a minor project with a negative declaration SEQR determination. Proposed is a freestanding dry-constructed wall six feet back from the existing shoreline for erosion control. There has been approximately 6-7 inches of erosion of the shoreline since 2009 due the wave action from the lake. There will be no construction of the wall in the lake. A pre-cast boat launch is being proposed with a DEC permit for the boat launch pending as once the launch is installed it will be beyond the lake line.

Chairman Tucker inquired if part of the boat launch is included in the impermeable surface calculations that reflect that the property is at 9.9% impermeable surface coverage. The portion of the boat launch will be above the high water mark and will be an addition to the coverage of 9.9% calculated in 2009. Updated impermeable surface calculations will need to be provided showing the portion of the boat launch above the high water mark and any areas of impermeable surface coverage that will need to be removed to maintain the property at the maximum of 10% impermeable surface coverage. The retaining wall is approximately eleven inches wide and is not considered walkable. It does not need to be included in the impermeable surface coverage calculations.

Mr. Camp commented that a detail of the wall indicating the size of the blocks being used for the retaining wall should be submitted on the plan. He continued stating that he had observed some stormwater in the corner on the backside of the proposed wall and that there could be some damage to the retaining wall if drainage in that area is not considered. Mr. Disinger stated that the eroded area used to be the boat launch area that applicant used. Mr. Disinger stated that there will be a granular fill behind the wall to relieve any water pressure going down through there. There will also be a stone bed at the base of the wall. He continued stating that the wall will have the large stone units pinned together.

Member Kasper commented that the survey indicates that the deck attached to the dwelling is 102.5' to the high water mark. Mr. Disinger stated that when he measured the distance for the DEC application, it measured 98.5'. Mr. Brodsky requested an amended site plan that shows the location of the proposed retaining wall and boat launch in relation to the mean high water mark. Mr. Disinger stated that he will submit the same copy of the plan and the detail that was submitted to the DEC.

Mr. Disinger stated that there is stone on the side of the dwelling that could be removed to offset the impermeable coverage caused by the boat launch. Member Kasper noted that the pavers are not indicated on the survey from 2009, which would make the property over 10% impermeable surface coverage. Member Winkelman stated that he did not remember any stone in the area, only new sod. (Mr. Disinger notified the Planning office on October 21, 2015 stating that there was temporary stone placed while work was being done on the property that has since been removed and new sod placed that was evidenced on the site visit). A copy of the impermeable surface guidelines will be provided to Mr. Disinger. An updated survey will need to be provided

that also reflect the calculations and the proposed plan. Member Kasper commented that it would be helpful if the area was staked to reflect where the wall will be placed.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Southern 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 Tucker opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Tucker asked if there was anyone wishing to speak in opposition, or had any other comments. No one spoke in opposition or had any other comments.

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

Member Winkelman stated that there is a disconnect with the site plan, shoreline and impermeable surface calculations on the survey.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Southern to continue the application on *Tuesday, November 17, 2015 at 8:00 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Member Winkelman inquired if there should be another site visit. Member Kasper stated that the retaining wall needs to be staked out so that the Board can visually see where it will be located.

Public Hearing- Special Permit/Site Plan Review

Applicant

Micheline Yuan
3692 Nelsons Walk
Naples, FL 34102

Property:
3257 East Lake Rd
Skaneateles, NY 13152
Tax Map #040.-01-04.1

Present: Robert Eggleston, Architect

An updated narrative and site plan will be submitted to reflect the removal of one tree by the ramped grass area as it is in poor health that can be on a revised plan. The plan will updated to reflect access for the equipment to complete the proposal. Member Winkelman stated that a geo-grid with sod on top will be used in the boat launch area.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Winkelman to reschedule a public hearing on *Tuesday, November 17, 2015 at 8:15 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan- Site Plan Review

Applicant

Chris & Maureen Manke
3900 East Street
Skaneateles, NY 13152
Tax Map #044.-02-40.1

Present: Maureen Manke, Applicant; Robert Eggleston, Architect

Over the years the southwest corner of the 8.6 acre parcel has become increasingly wet due to the prior's owner installation of a swimming pool and inappropriate grading and clearing. The Town had put in a storm sewer and the prior owner had the option of extending the storm sewer in front of their house but had declined. As a result, all of the road water flows onto their flat property. The rear of the property is designated wetlands. The southwest corner of the property has accumulated water and become a nuisance attracting mosquitos and it is difficult to mow.

The applicant called the DEC who classified the southwest corner of the lot as an emerging wetlands since it is 1/10 of an acre. The applicant is allowed by right to fill up to a 1/10 of an acre or 4,400SF. The applicant is looking to fill up to 4,200SF to resolve the issues and prepare the area for an eventual garage. The pad and driveway would be installed in the first phase with a garage at a future date. Alan Wellington had approved the second driveway for this property. A DEC/ACOE permit is in process, with the work to commence this fall.

An underdrain will be installed that will take water from East Street to the Town catch basin of the storm sewer on the south property line. Chairman Tucker inquired how the underdrain will move the water into the catch drain without modifying the catch drain. Mr. Eggleston stated that it would flow along a 1% grade through a French drain to the catch basin where they will punch a hole into it to accept the stormwater. Chairman Tucker stated that the memo indicates that there should be no modification to the catch basin.

Mrs. Manke stated that Mr. Harris had talked to the Town regarding the drainage problems and he had suggested that the catch basin be lowered to accept the stormwater. The Town did not want the catch basin lowered and the memo is referencing that. Mr. Eggleston stated that their sump pump already drains into the catch basin, and they no intention of lower the catch basin. Mr. Camp suggested that the applicant get approval from Alan Wellington to cut a hole into the drain.

WHEREFORE, a motion was made by Member Kasper and seconded by Member Southern 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.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Donald Kasper and seconded by Chairman Mark Tucker, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan approval, with the following 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 1 dated September 9, 2015, and narrative dated October 1, 2015 prepared Robert Eggleston, licensed architect, be followed in all respects; and
3. That the Applicant shall obtain all necessary permits and approvals from the NYSDEC, ACOE, and any other approval needed for the Application; and
4. That the Applicant shall obtain permission from the Town Highway Superintendent to access the Town storm sewer; and
5. That the Applicant obtain a Town driveway permit for the proposed driveway; 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	Mark J. Tucker	[Yes]
Member	Joseph Southern	[Yes]
Member	Donald Kasper	[Yes]
Member	Scott Winkelman	[Yes]
Member	Elizabeth Estes	[Absent]

Update

Applicant:

Lakelawn Properties LLC	Property:
1 Winthrop Square	3384 West Lake Road
Boston, MA 02110	Skaneateles, NY 13152
	Tax Map #049.-02-03.0

Present: Robert Eggleston, Architect;

Mr. Eggleston stated that the stormwater management improvements have been stabilized for the property and he is here tonight to provide an update prior to the construction of the stable barns. The main bio-swale has been installed with the modification to create the flat area for a recreational field. The tennis court base has been installed for a staging area for materials. The grass has started to grow and all drainage work has been completed. A site visit was conducted by the Board. Chairman Tucker stated that the Board felt it was one of the better projects where land disturbance was quickly re-stabilized.

Chairman Tucker stated that the fences are going back up. Mr. Eggleston stated that the barn has been removed and the foundation permit has been issued for the barns. The dwelling will not begin construction until next year.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Southern to accept the grading and drainage installed as per the approved plan. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Winkelman inquired on the sewer connection for the new dwelling. Mr. Eggleston stated that a sewer district will not be formed but instead a trans-agreement with the Village is being drafted so that the sewer systems would be management by the Village. The agreement will formalize what has been occurring over the years with the applicable properties.

RECORD OF VOTE

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

As there was no further business, a motion was made by Chairman Tucker and seconded by Member Southern to adjourn the meeting. The Board was in unanimous affirmance of said motion and the meeting was adjourned at 9:27 pm.

Respectfully Submitted,

Karen Barkdull, Secretary/Clerk