

**TOWN OF SKANEATELES
PLANNING BOARD
MEETING MINUTES
April 29, 2025**

Donald Kasper
Doug Hamlin
Jill Marshall
Jon Holbein
Samantha Parker-Fann -absent
Scott Molnar, Legal Counsel
Caitlin Choberka (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Clerk

Chair Kasper opened the meeting at 6:30 p.m. The meeting minutes of March 11, 2025 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Cochair Hamlin and seconded by Member Holbein to approve the minutes as corrected. The Board having been polled resulted in the affirmance of said motion.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Co-Chair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Absent	

Amendment Request- Site Plan Review

Applicant Self Storage 321 LLC
 4437 State Street Rd
 Skaneateles, NY 13152
 Tax Parcel #022.-01-12.3

Present: Matt Slade, Representative;

The majority of the board had reviewed the sign at night. Chair Kasper commented that the sign did not have glare or was a distraction for the drivers. Member Holbein said that the original approval stated no lights for the sign based on public comment.

WHEREAS, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Planning Board conducted a SEQRA review of the proposed Major Site Plan on July 18, 2006 with a Full Environmental Assessment Form, and a negative declaration was determined at that time, which prior determination was reviewed over time in connection with the Prior Approvals, and re-adopted by the Planning Board in consideration of this Amendment Application. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Marshall asked if the existing sign were not approved by the board, what would the applicant do, and Mr. Slade explained that they would just not light the sign. He continued saying that people would drive by and miss the turn at night, so they felt they needed a lighted sign as they are open 24/7. An illuminated sign is allowed in the district, and a building permit was issued. The codes officer then later discovered the prior resolution that did not permit an illuminated sign. In 2006 the neighboring restaurant was not a restaurant but a residence.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Chair Donald Kasper and seconded by Cochair Douglas Hamlin, and after an affirmative vote of a majority of Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the Amendment Application with the following conditions:

1. That the revised Site Plan submitted January 21, 2025 prepared by Matthew Slade for Self-Storage Route 321, LLCC that is approved for the Project, and that it be followed in all respects , and
2. That condition 19 of the Planning Board resolution dated August 22, 2006 has been stricken from the approvals to allow for the existing illuminated sign to remain; and
3. Except as modified hereby, the conditions set forth in the Prior Approvals remain in full force and effect.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Co-Chair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]
Member	Jonathan Holbein	Present	[No]
Member	Samantha Parker-Fann	Absent	

Public Hearing – 5 Lot Conservation Subdivision

Applicant	Schnapp Revoc. Trust	Property:
	David Schnapp	4081 O’Neil Lane
	15 Deer Run	Skaneateles, NY 13152
	Skaneateles, NY	Tax Parcel #027.-01-30.1

Present Robert Eggleston, Eggleston & Krenzer Architects, Ed Reid, Reid Engineering LLC

Mr. Eggleston began saying that the neighbor to the west had submitted concerns regarding the trees on this property that border her property. The existing trees are overground and not providing screening for the neighbor. Proposed on the revised plan are evergreens that will be planted in place of the existing trees. She had also expressed concern over water from O’Neil Lane and there is a culvert by the existing driveway that will remain. The water off O’Neil Lane goes to the culvert that is west of her property. Any drainage with this culvert should be directed to the town highway department that is already replacing a portion of the culvert that is buried in front of her house.

He continued saying that the neighbor commented about the character of the neighborhood if this lot were developed and he explained that the density would not be any different that is allowed by a conventional subdivision.

Mr. Reid said that the drainage from lot one is the only lot that could impact the neighbor's lot. The driveway will be graded so that it drains to the east side of the driveway where it will be captured into a swale with check dams, then down to the culvert at the existing low spot, then off to the west eventually to Skaneateles creek. There will be a small filtration basin to treat the stormwater from the road that will be located to the east of the driveway before the level spreader and rip rap outlet. It will be sized to reduce the drainage to the west from the stormwater levels of today.

Chair Kasper inquired on the elevation difference between proposed lot 4 and the neighbor's lot. Mr. Eggleston said that it will all drain onto the town property and would not go onto lot 4. Chair Kasper asked about a guard rail for the driveway and Mr. Eggleston commented that there will be a guide rail located to the west of the driveway.

At this time, Chair Kasper opened the Public Hearing and asked if there was anyone in favor, in opposition, or had any other comments of the project.

Cynthia Hares, neighbor to the east, said that they said that it was stated that parking for the four houses will not change the area and that is not true. That road was chosen by the existing neighbors because it is a quiet road. Adding four more houses with two cars per house will increase the use of the road. There will be a lot more traffic and a lot more noise, and it will affect that neighborhood.

Mike Sweet, Parker Lane, asked about the perc tests. Mr. Eggleston said that they have approved septic systems for all four lots with a couple of them with infiltrator systems.

David Padura, neighbor across the street, what measures will be taken to prevent water from going onto Sandy's property. Mr. Reid reiterated that the driveway will be tipped to the east and be captured into a swale and retention area before emptying into a pipe to the low point in the same location of today. Mr. Eggleston added that it will stop the sheet drainage that currently goes against her house and directs it to the back of the property where there is a frog pond. Member Marshall asked where the water goes from the pond and Mr. Eggleston said that it eventually turns towards the ditch.

Pete Bettes, neighbor across the street, said that there is a spring in that area and that it drains to the ditch on the south side of O'Neil Lane.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Marshall to close the public hearing. 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
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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 small	
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 small	
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. Will improve with proposal	X	
11. Will the proposed action create a hazard to environmental or human health?	X	

WHEREFORE, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Board declared this application to be an Unlisted Action, and after review of the SEQR short environmental assessment form 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.

Chair Kasper inquired about the conservation area. Mr. Eggleston said that the applicant's lawyer is reviewing the easement language with Counsel Molnar. Counsel Molnar recommended that the board task him with the development of the draft resolution with any additional conditions that the board may require. Chair Kasper suggested that the trees along the driveway should be eight feet tall and there should be a guide rail added along the west side of the driveway. Ms. Choberka recommended that there be a cooperative effort between the property owner and the neighboring property owner in regard to the drainage so that any water that goes on the property does not cause further drainage concerns. Another conditions would be \$500 for engineering review and \$500 for legal review for the review of the conservation easement and resolution conditions. Member Marshall recommended that there be native species ground cover under the pine trees that will be located to the west of the driveway.

Public Information Hearing -Special Permit, Lot Line Adjustment

Applicant	SUNN 1017 LLC/Stauffer	Property:
	700 West Metro Park	4516 Jordan Rd

Present: Matt McGregor, Abundant Solar; Rebecca Minas, Barrton & Luduidice.

Mr. McGregor presented the proposed two 5MW solar array systems to be located on the remediated Stauffer site. He discussed the location of the arrays, planting plans, savings to customers, timing, previous installations in New York State, and the projected visual impacts to the surrounding community. Chair Kasper open up the meeting to allow comments or questions from the public; however, there was no one who spoke.

Chair Kasper inquired about the proposed tree size and Ms. Minas said that in the plans it reflects 6-7 foot tall trees with some shrubs at 3-4 feet at time of planting. Chair Kasper commented that the photograph that were taken for the visual assessment were taken at road level elevation on Jordan Road. There are houses on Jordan Road that are at a higher elevation, and at the site visit we requested that view assessments should be done from the porches of these dwellings(with property owner approval) as they would be looking at them arrays every day. . Member Marshall commented that at the site visit there could be more plantings on the knoll. Mr. McGregor said that Mr. Van Doorn had relayed the message that the board wanted more plantings beyond the fence line. He continued saying that he had met with one of the neighbors, Susan Cooley, who expressed concerns with the fencing and the planting plans, and to potentially put trees outside of the fence line. They are open to adding and enhancing the fence line area.

Chair Kasper said that the existing fence along the road is the old industrial fence that needs to be moved back and updated. The town would also be looking for an easement for a future trail system. Mr. McGregor said that they have forwarded the fence comments to the owner of the property. Anything they do will also require NYSDEC approval. The NYSDEC may not want the monitoring wells publicly accessible.

Chair Kasper inquired if Abundant Solar would sell the solar array agreement in the future. Mr. McGregor explained that even if the systems were sold they would provide operation and maintenance of the systems. Chair Kasper said that in the presentation you stated that there would be a 10% rebate on your electrical energy usage, and he has not seen that with the solar array installation at the transfer station as he gets 1% or less off his bills. Mr. McGregor said that it is approximately 10% and he cannot comment on the existing system at the transfer station. The savings is based on your capacity at the time that you have signed up so if you use more energy then the savings would be less.

Cochair Hamlin said that panels are fixed, and asked about the ballasted system. Mr. McGregor explained that the ballasted system is either set on the ground or on a gravel base, with no scraping of the land. Cochair Halin asked if there has been any trouble with settling and Mr. McGregor said that it is based on the composition of the soil that is sent to the NYSDEC for review and approval. Ms. Minas said that settling is more of a concern for a landfill site and not this site.

Counsel Molnar updated the board that in terms of the state environmental quality review, that the Planning Board request for lead agency for SEQR review has been sent to the interested agencies and that only four replies have been submitted reflecting no challenge to the Planning Board being lead agency for SEQR review. The Planning Board can move forward when they determine to review SEQR as it has been

over 30 days since the request was sent. The Planning Board needs to complete SEQR prior to the Zoning Board of Appeals being able to render their decision on the requested variances.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Holbein to schedule the public hearing on Tuesday, May 20, 2025 at 6:30 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Counsel Molnar requested that updated decommissioning plan including the bond that goes with it, and operation and maintenance plans (O&M) be submitted to the town. Ms. Minas said that a preliminary decom and O&M plans to the town and Counsel Molnar said that he would mark them up and send them back to them.

Public Hearing-11 Lot Conservation Subdivision

Applicant	Calvin Winkelman	Property:
	2866 County Line Rd	County Line Rd/Kane Ave
	Skaneateles, NY	Skaneateles, NY 13152
		Tax Parcel #048.-01-23.2

Present: Cal Winkelman, Applicant; Robert Eggleston, Eggleston & Krenzer Architects, Ed Reid, Reid Engineering LLC,

Mr. Eggleston said that a response letter to the concerns expressed at last month's meeting was submitted. The Country Club concerns were regarding safety and stormwater. There is the potential of an errant ball; however, there is case law where country clubs are not responsible for errant balls. There are other housing developments along golf courses. Regarding drainage, water does not go uphill and water on the seventh and eighth holes will not be impacted as water does not go uphill. With the land trust concerns, we will follow the lead of the land trust; if they have no public access then this property will not have public access. Should the land trust come to an agreement for the snowmobile trails then this property will also allow them to be connected. The site plan does reflect a conservation road that abuts the country club, and they can remove it if the country club does not want it.

At this time, Chair Kasper opened the Public Hearing and asked if there was anyone in favor, in opposition, or had any other comments of the project.

Andy Ramsgard, Chair of the CNY land trust, said that they have the property of 100 acres to the north of the property. They have just planted 1500 trees and will be planting an additional 3000 trees next year. They are not opposed to the proposed subdivision, but they want to make sure that their land is protected. The stormwater from this project goes downhill onto the trust's property along the property line. They want to make sure that there is no point source water because the detention ponds have overflow and it appears that it has not been thought through. He continued saying that the subdivision does not follow rural siting principles C, D, and F. Lots 9 through 11 are placed in a middle of a field, the development of houses is on the knoll rather than beside the knoll, and the lots would cause the dwellings to be built higher than the tree line. The road coming in from County Line is on the property line and not 20 feet from the property line. It is a good plan and good start and needs more refinement.

Zach Masiyn, Representative for the Skaneateles Country Club (SCC), said that some of their concerns have been address by the applicant. Safety is a concern and using Lester George's design principles, 20%

of shots are left of target and would bring 3 to 4 of the houses in the line of an errant golf ball. They support the project but have a concern on safety. Their other concerns are the drainage and access to the property. Mr. Maslyn left a diagram showing the potential range where an errant ball could go. Chair Kasper commented that if someone can hit 300 yards then they are a particularly good golfer. What is the percentage of golfers that can hit 300 yards. Mr. Eggleston said that the last 15% of ball travel is the ball rolling on the ground. Mr. Maslyn said that although the country club does not have liability of an errant ball, the golfer does. Chair Kasper asked if there are signs that let the golfers know they are liable, and Mr. Maslyn said that there are no signs or waivers, but it is known in the sport.

Scott Winkelman, neighbor to the north, said that they are not partners in the project. He has been a golf course superintendent for 35 years and for years the standard is a 15 degree cone and Dr. Michael Herbst stated that it is a 150 feet from the center of play to the property line for consideration of an errant ball, and that is exactly how this subdivision is designed. He has been a member of the country club all of his life and an avid golfer for 50 of those years, and rarely does a ball out of bounds left come into play on hole 9. The prevailing wind is left to right, most golfers slice the ball left to right, and the tee is not super elevated. Most of the errant balls just trickle into the hedgerow. The 20 degree cone and 300 feet from the center of play presented by Mr. Maslyn is misleading.

Andy Ramsgard, Chair of the CNY Land Trust, said that another concern is that the walking path easement should be on lot 11 so that the house is not next to the conservation land. When a trail is next to the land trust land, trespassing can occur. The trust has been a victim of neighboring properties cutting down trees on their property in the past. Additionally, the ridgeline development bifurcates that conservation land, and the conservation land should be contiguous. Chair Kasper asked what the goal of the CNY Land Trust is, and Mr. Ramsgard said that their purpose to create space for clean water and air. They have a state grant, and they would need to obtain approval for public access from the state as they are on the deed. If the state will allow it then they will allow public access to the property.

Rommie Callahan, resident and member of the Skaneateles Country Club, has been a real estate agent for the last 30 years. Cal had reach out for her opinion. With the land trust to the north and the country club to the south, it could be worthwhile as we do need places to build houses. This subdivision should work, and the applicant has been very intentional and thoughtful in building it.

Chair Kasper suggested that a site visit be conducted again since the snow has melted. A site visit will be conducted on May 6, 2025.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Marshall to continue the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Marshall recused herself as she is a member of the Skanfest board.

Amendment Request – Special Permit

Applicant:	Doug Wood-Skanfest	
	Anyela's Vineyard	Property: 2433 West Lake Rd.
	2318 Skillet Road	Skaneateles, New York
	Auburn, New York 13021	Tax Map #055.-03-13.2

Present: Doug Wood, Skanfest

The applicant is proposing to pave the drive to the Skanfest pavilion and trailer, and to add a gravel pad for the Skanfest trailer behind the pavilion. There will be a two foot retaining wall in front of the trailer pad and the trailer pad will occupy one parking space. The retaining wall will allow for a step down as there is an elevation change in the area. Ms. Choberka stated that Mr. Camp had reviewed the proposal and did not have any concerns with the drainage or the paving. She continued saying that a reduction in one parking spot should also not be an issue as they probably exceed the required parking. Eric Brillo is doing the work for the gathering barn and will also use the same materials here. Chair Kasper requested an updated plan that has a date, organization name, and a table reflecting the square footage of the pavement and gravel pad.

Counsel Molnar commented that the proposal is no material change and that the Planning Board could waive the requirement for a public hearing. Chair Kasper said that the application will continue next month.

Member Marshall returned to the board.

Sketch Plan – Site Plan Review

Applicant: Daniel Pajak
2896 East Lake Rd
Skaneateles, NY 13152
Tax Parcel#036.-01-38.1

Present: Andy Ramsgard, Ramsgard Architects

The applicant is proposing an expansion of the existing milk barn and connection to the other two barns with a greenhouse on the second floor. A deck would be added on the west side of the barn. The area is very flat, and they will utilize silt fencing although they are working with the existing grade. Dormers and a cupola will be added to the existing larger barn. The milk barn will be used for storage on the first level for landscaping equipment, and on the second floor there is a wide open room, and they are trying to determine the personal use for it whether it be a pickleball court or something else. A site visit will be conducted, and the application will continue next month.

Sketch Plan-Site Plan Review

Applicant:	Erica Boltz	Property:
	Pitman Trust	1267 Longview Shores
	5618 Harbor Town Dr	Skaneateles, NY 13152
	Dallas, TX 75287	Tax Map #054.-01-03.1

Present: Andy Ramsgard, Ramsgard Architects

The proposal is for an 85 foot permanent dock with a 16 foot return facing north for a better approach for boats. At the 85 foot mark the water depth is approximately 36-42 inches. It is very shallow in the area, and they based the proposed length on the neighboring Delmonico seasonal dock. A site visit will be conducted, and the application will continue next month.

Extension Request- Site Plan Review

Applicant	Jeff & Kate Youle	Property:
	1263 Longview Shores LLC	1263 Longview Shores
	8 West Lake St	Skaneateles, NY 13152
	Skaneateles, NY 13152	Tax Parcel #054.-01-04.0

Present: Robert Eggleston, Eggleston & Krenzer Architects

The applicant has been challenged with lining up a contractor to do the work and they are requesting an additional six months on the approval. There is also a small modification to the approved site plan to include a half bath in the accessory building.

WHEREAS, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Planning Board adopted and ratified its prior SEQRA determination for the Application, which was a determination that the Application constitutes a TYPE II single family residential project action, not subject to further SEQRA review. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Chair Donald Kasper and seconded by Member Jill Marshall, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the Extension Application for an additional six (6) months from the date hereof, with the following conditions:

- 1 The Revised Site Plan 1 of 2 through 2 of 2 dated December 30, 2022, and Narrative dated December 30, 2022, reflecting the addition of a half bath, prepared by Robert Eggleston, Licensed Architect, be followed in all respects; and
- 2 Except as amended hereby, the conditions of the Approving Resolution remain in full force and effect.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Co-Chair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Absent	

Extension Request -8-lot Subdivision

Applicant:	Village Meadow LLC	Property:
	57 State Street	Franklin Street Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Parcel #047.-01-06.1.

Present: Josh LaGrow, Applicant; Robert Eggleston, Eggleston & Krenzer Architects,

pbm.04.29.2025

Mr. Eggleston began saying that they are making progress on the project and they have a change to the approved plan. The sidewalk is being eliminated as they were not required but a preference of the applicant. If the town did develop sidewalks along Franklin Street then they would put a sidewalk in. Mr. LaGrow said that he preferred the sidewalks but when they got into building the road, the scope of the drainage and writing the HOA documents, they determined that they could get a lot more drainage in without the sidewalks. There were an additional two catch basins and increased the coverage area without the sidewalks. Member Marshall asked if the sidewalks would be able to be added in the future easily. Mr. LaGrow said that it would be on the property where the retaining walls area would be easily done and where the drainage is it would be on top of that. Member Marshall asked how a pedestrian would walk without the sidewalks and Mr. Eggleston responded saying that you would walk in the concrete gutters. Chair Kasper asked to place a limited part of the sidewalk by the entrance for the children waiting for a bus and Mr. LaGrow said that there will be grass or gravel in front of the wall where they could wait. The HOA owns the road, and a note could be placed in the HOA documentation requiring a future ten-foot wide pedestrian sidewalk easement parallel and/or adjacent to the new private road. The applicant is requesting an additional six month extension before filing the final subdivision plat with the town. The applicant may need to re-approach the Town Board regarding the sidewalk shown on the drainage district formation site plan.

WHEREAS, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Planning Board recalled that it conducted a thorough SEQRA review of the proposed Project, as set forth in the Approving Resolution, reflecting that the Type I Action and reviewed the Applicant's Full Environmental Assessment Form, evaluated each of the criteria set forth in Part II with a determination that the proposed action would not result in any significant adverse environmental impact, which determination was adopted by the Planning Board in consideration of this Extension Application. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Chairman Donald Kasper and seconded by Member Jonathan Holbein and after an affirmative vote of all Members present, the Skaneateles Planning Board **APPROVES** the Extension Application for an additional six (6) months from the from the date hereof to October 28, 2025, with the following conditions:

1. That the conditions set forth in the Approving Resolution for the Project shall be followed in all respects for the subdivision, and that all requirements of the Approving Resolution be followed in all respects, except as extended for an additional six (6) months and noted below; and
2. That condition 4 of the Approving Resolution requiring a sidewalk easement be stricken from the approval and a note be placed in the HOA documentation requiring a future ten-foot wide pedestrian sidewalk easement parallel and/or adjacent to the new private road; and
3. Except as amended hereby, the conditions of the Approving Resolution remain in full force and effect.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Co-Chair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Absent	

Mr. Batlle, neighbor on Franklin Street requested that the subdivision name is changed as it may be confusing for 911. The street name, Village Meadow Lane, has already been approved by Onondaga County.

Sketch Plan – Lot Line Adjustment

Applicant: Sara Fagan
 42244244 County Line Rd
 Auburn, NY 13021
Tax Parcels#024.-01-33.2 & 33.3

Present: Robert Eggleston, Eggleston & Krenzer Architects,

The applicant is requesting a lot line adjustment to increase the size of lot 2 at 4.87 acres to offset future development and making lot 2 at 2 acres. Chair Kasper said that all of the utilities should be located on the corresponding lots so that the utilities for lot 2 are not located on lot 3.

WHEREAS, a motion was made by Member Marshall and seconded by Chair Kasper, the Planning Board declared this application a Type II action pursuant to 6 NYCRR 617.5(c)(11) and not subject to further review under SEQRA. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE, upon a motion made by Chair Donald Kasper, seconded by Member Jonathan Holbein, and upon the affirmative vote of all Members present, as set forth in the Record of Vote referenced below, the Skaneateles Planning Board approves the Lot Line Adjustment Map for the Lot Line Relocation of Lots 2 & 3 Peters Subdivision as the final plat, subject to the following conditions:

1. The foregoing recitals are incorporated herein as if set forth at length;
2. That one mylar and five copies of the Subdivision Map shall be submitted for signature within six months of the filing of this decision, and the Chairman is authorized to sign said Subdivision Map, subject to fulfillment of applicable conditions herein; and
3. That the Subdivision Map shall be filed with the office of the Onondaga County Clerk within sixty days of the signing of the Subdivision Map and proof of said filing shall be submitted to the Planning Board.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Co-Chair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Absent	

Sketch Plan – Special Permit/Site Plan Review

Applicant: Kelley & Bradley Wilson
 2949 West Lake Rd
 Skaneateles, NY 13152
Tax Parcels#051.-02-10.0

Present: Michael Wilson; Robert Eggleston, Eggleston & Krenzer Architects

There is a failing existing garage that will be replaced with a two car garage with a 936 square foot accessory apartment on the second floor of the detached garage. There will be a separate septic system for the apartment that is under design. The impermeable surface coverage will be reduced from 10.2% to 10%. A site visit will be conducted on the site. Mr. Wilson said that the property is owned by his son, and he asked the board to be as efficient as possible due to the escalating cost of materials due to the tariffs.

WHEREFORE, a motion was made by Chair Kasper and seconded by Cochair Hamlin to schedule the public hearing on Tuesday, May 20, 2025 at 6:40 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Attorney Advice Session

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

WHEREFORE a motion was made by Chair Kasper and seconded by Cochair Hamlin to return from attorney advice session. The Board having been polled resulted in favor of said motion.

The Board returned at 8:53 pm.

Public Hearing Continuance- Special Permit/Site Plan Review

Applicant Jolene Fitch/Fingerlakes Fabric
 1400 East Genesee St
 Skaneateles, NY 13152
Tax Parcel #042.-01-10.1

Present: Jolene Fitch, Applicant; Robert Eggleston, Eggleston & Krenzer Architects.

Since the public hearing was opened, the application modified their request to include a proposed service business use with the proposed lodging facility as an accessory use to the proposed service business use. It was determined that a new public hearing would need to be scheduled. Counsel Molnar recommended that the board may need to readvertise as the proposed use has been modified as the board would be at risk for a jurisdictional defect.

Chair Kasper apologized on the delay and said that the board needs to take time to review the proposal now that the Zoning Board of Appeals has rendered their decision on the interpretation. He continued by asking about the fire safety equipment that is at the location. Mr. Eggleston explained that the prior owner had installed an alarm system, heat, carbon monoxide, and smoke detectors but no fire suppression system. The building is a steel building with three different fire zones. Chair Kasper said that his concern is the open loft area and a fire occurring. There is an emergency exit proposed between the two sleeping rooms. Mr. Eggleston commented that these issues are building code issues and not zoning issues. He said that they have put some modifications to address this, but the codes office has been a little overzealous in their evaluation. Chair Kasper said that he would like for Mr. Herrmann to revisit the space with himself in attendance. Mr. Eggleston said that it could be a condition of approval. Mr. Eggleston informed the board that he is not putting any more time into the application as all of his work now is free to the applicant. He continued saying that if the codes officer is going to review the building again on site he would also be there for the site visit. Chair Kasper said that his concern is the open loft and with a fire people's lives are at stake. Mr. Eggleston reiterated that Mr. Chase had overprotected the building for any potential fire and Chair Kasper said that the use is different with people spending long period of time in the building and sleeping in the building.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Marshall to schedule the public hearing on Tuesday, May 20, 2025 at 6:50 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Sketch Plan - Subdivision

Applicant: Town of Skaneateles

24 Jordan St

Skaneateles, NY 13152

Property:

Andrews Road, and Bryant Road

Skaneateles, NY 13152

Tax Parcels #048.-02-02.0 & 048.-01-27.0

The town is establishing a new water tower on the west of the town. The tower would be located off Bryant Lane and Andrews Road. The property will need to be subdivided from an existing lot with lot 1 at 49 acres and lot 2 at .33 acres for the water tower. Additionally, the pump station will need to be on its own parcel. The 13.47 acre parcel will be subdivided with lot 1 at 13.43 acres and lot 2 at .04 acres. This lot is located off Andrews Road near West Lake Road. As a municipality is exempt from zoning the two lots can be any size deemed necessary for the project. Bryant Lane is not reflected as a town road, and further investigation may be necessary; otherwise, an access easement may need to be developed to allow the town to have access to the water tower. The two lots impacted by the water tower will need formal subdivision to create the town lots.

WHEREFORE, a motion was made by Cochair Hamlin and seconded by Member Marshall to schedule the public hearing on Tuesday, May 20, 2025 at 7:00 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Discussion

The board discussed the draft shoreline zoning code and draft water quality protection and commented that they were in support of the draft zoning code.

WHEREFORE, a motion was made by Cochair Hamlin and seconded by Member Marshall to endorse the draft Shoreline zoning code and draft water quality protection code and recommended the Town Board accept the draft shoreline and water quality protection zoning code.. The Board having been polled resulted in unanimous affirmation of said motion.

WHEREFORE, a motion was made by Chair Kasper and seconded by Cochair Hamlin to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 9:18 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston	Matt Slade	Ed Reid
Zach Masiyn	Rebecca Minas	Matt McGregor
Andy Ramsgard	Nicole Vintimilla	Scott Winkelman
Mary Ellen Winkelman	Bryan Danber	Martha Davis
Mike Sweet	David Padura	Pete Bettis
Cynthia Hares	Rommie Calahan	Doug Wood
Josh LaGrow	Michael Wilson	

Additional Meeting Attendees (Zoom):

Cal Winkelman	Mark Tucker	Paula Powell
Howard Brodsky	Chris Buff	Scott Brothers
Dr. Schnapp	Jorge Batlle	Eric Brillo
Dave		