

**TOWN OF SKANEATELES
PLANNING BOARD
MEETING MINUTES
June 17, 2025**

Donald Kasper
Jill Marshall
Jon Holbein
Samantha Parker-Fann
David Lee
Scott Molnar, Legal Counsel (absent)
John Camp (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Clerk

Chair Kasper opened the meeting at 6:30 p.m. The meeting minutes of May 20, 2025 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Member Marshall and seconded by Member Holbein to approve the minutes as submitted. The Board having been polled resulted in the affirmance of said motion. Member Parker-Fann and Member Lee abstained.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Member	Jill Marshall	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Abstain]
Member	David Lee	Present	[Abstain]

Continued Review-Lot Line Adjustment

Applicant:	James Snyder	Property:
	2661 West Lake Rd	2661/2669 West Lake Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #055.-03-05.1 & 05.2

Present: James Snyder, Applicant

An updated survey that includes the calculations for impermeable surface coverage for lot 1 reflecting compliance with the coverage requirements was submitted. Lot 1 will decrease from a 7 acres to 2 acres and Lot 2 will increase from 2 acres to 11.7 acres. Member Lee inquired about the note in the left hand corner of the survey that the deed had included a comment about a hedgerow and existing fence. Mr. Snyder said that it was noted on the deed but that there has not been a fence there his entire life and it is not a requirement.

WHEREAS, a motion was made by Chair Kasper and seconded by Member Parker-Fann, 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 affirmance of said motion.

WHEREAS, pursuant to and in accordance with Section 276 of the Town Law of the State of New York, and Chapter 131 of the Town of Skaneateles Code, the Applicant has submitted the following items to the Planning Board for consideration when approving the Lot Line Adjustment Map, including:

1. Lot Line Relocation of Lots 1 & 2 Snyder Boundary Subdivision dated April 15, 2025, prepared by Paul Olszewski, P.L.S. ("Final Plat" or "Subdivision Map"); and

WHEREAS, upon review of the Subdivision Map, the Board concurs that it fulfills code requirements, reflecting two lots under consideration, with Lot 1 consisting of 2.0+/- acres of improved land with dwelling and associated out buildings, and Lot 2 consisting of 11.7+/- acres of improved land with dwelling and associated out buildings.

NOW, THEREFORE, upon a motion made by Chair Donald Kasper, seconded by Member Jill Marshall, 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 1 & 2 Snyder Boundary 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]
Member	Jill Marshall	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]
Member	David Lee	Present	[Yes]

Public Hearing Continuance -Special Permit, Lot Line Adjustment

Applicant	SUNN 1017 LLC/Stauffer	Property:
	700 West Metro Park	4516 Jordan Rd
	Rochester, NY 14623	Skaneateles, NY 13152
		Tax Parcels #018.-04-31.1 & 018.-04-29.1

Present: Matt McGreggor, Abundant Solar, Andrew VanDoorn, Solar Bank; Justin Lam, Ryan Dunbar; Sean Scanlon, Stauffer Chemical;

An updated site plan was submitted reflecting slight modifications to the panels to comply with NYSDEC request, with no panels shifting west of the creek. A preliminary decommissioning plan and quote was sent to the town for review by the town and the town engineer. Regarding the existing fence, between Stauffer and Abundant Energy, they will cover the cost of a new black vinyl chain link fence.

In terms of the easement, they have worked with Stauffer to work in good faith for an easement for a walking path with the town. Stauffer has already reached out to the NYSDEC. Mr. Scanlon said that he reached out to the NYSDEC, and they have to review the site management plan to determine if any of the controls or monitoring wells may be affected by moving the fence, although they did say that they are not opposed to moving the fence. He continued saying that they will continue to work with the NYSDEC on moving the fence as they are going to be replacing it anyway. If they do issue an easement for the town then the state may need to be a party to it.

Chair Kasper opened the public hearing and confirmed that the SEQR review process will occur next week June 24, 2025 at town hall.

Susan Cooney, 4515/4519 Jordan Rd, said that she is happy to hear about the cooperation from Stauffer and NYSDEC to improve the aesthetics of the project with the additional landscaping and adapting the fence location. She asked about the movement of the panels and if the northern array area would be affected. Mr. McGreggor explained that the only modification of the panels is east of the creek and the array to the north will not change.

Chair Kasper inquired if the landscaping will be modified with the potential new location for the fence. Mr. VanDoorn said that the proposed landscaping would be adapted to the location of the fence.

Bob Eggleston, 1381 East Genesee Street, said that he has solar panels installed at his home and is in support of community solar that is done well. He appreciates the board taking the time to make the proposal as good as it can be considering the fact that this is a neighborhood. This is the best use for a site that has been remediated with the proposal being a good use for the property.

Mr. Brodsky suggested that the applicant provide a written narrative about the location of the fence and the easement indicating the different parties that have roles in the easement when determined.

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

Application Continuance-12 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...

There have been no changes to the site plan since last month and the engineer has been working on the stormwater plans. Mr. Reid said that they are underway with the road grading plans and stormwater system being sized appropriately, and the water quality and runoff calculations. The septic systems have been completed on the project. The stormwater plans should be available for Mr. Camp to review within the next week to week and a half.

Member Marshall said she has concerns about the stray golf balls that may reach the lots, and the County Club said that they are not liable, the player is. Mr. Eggleston said that it is common to hit a ball however they want when there is an open field. With dwellings located in the area the players are more cognizant and play more conservatively. They will be placing a disclosure on any subdivision plan and any marketing materials to inform any potential buyer that the lots are adjacent to a golf course and that errant balls are common to be found on the property. There will also be a 50 foot rear yard setback and encourage the dwellings to be constructed near the road, so they are further back from the golf course. Member Marshall said that in her opinion, she does not think the golfer should be responsible for the errant balls because there are houses located there, and she would like to hear what Counsel Molnar has to say. Chair Kasper commented that it is common sense that if you have a home next to a golf course you are going to get golf balls. Mr. Camp added that there are houses along golf courses across the country. Member Parker-Fann asked what existing vegetation is in the 50 foot setback and Mr. Eggleston replied that there is some light bushes although they have not been determined on what lot the vegetation is located, and they have no intention of removing them. Member Parker-Fann asked how the vegetation will be maintained and Mr. Eggleston commented that it would be up to the individual property owners who would determine what might stay and be maintained. Mr. Eggleston added that according to golf club standards, it meets all of the requirements and that there is a west wind that comes into the area that goes in favor of the proposed lots.

Member Lee asked about the stream crossing, the location of the existing roadway and if there will be guiderails. Mr. Eggleston said that there will be guiderails on each side of the road with 15 feet between the guiderails. The access road will be 13 feet wide to comply with conservation road requirements. Member Lee asked if two cars can pass on that width and Mr. Eggleston explained that there are pull offs on each side of the bridge and the entrance from County Line Road is a minimum of two car lengths and double width.

Member Marshall asked if there has been any progress on trails and Mr. Eggleston responded saying that a trail connection would be dependent on the CNY Land Trust having trails. If they allow trails then it could continue on this property. Mr. Winkleman added that he has not heard anything since the last meeting. Chair Kasper commented that he had asked Mr. Ramsgard for a copy of their agreement with the state but the town has not received it. He continued saying the Mr. Ramsgard informed him that he is working with the state and they have to submit a request. Member Lee inquired what the board could request, and Chair Kasper said that the board can ask; they do not have the ability to compel the property owner to the north to place trails on the land.

Sketch Plan- Site Plan Review

Applicant Emily & Jim Johnson
 1781 Russells Landing
 Skaneateles, NY 13152
 Tax Parcel #063.-03-06.0

Present: Emily Johnson, Applicant; Guy Donahoe. Donahoe Group

The applicant is seeking site plan approval for shoreline stairs with decks that were constructed without a building permit or approvals. There was an existing spiral staircase located to the south that has failed that provided shoreline access from the existing deck located at the top of the bank. The applicant has

lived in the house for thirty years and has seen the shale bank deteriorate. A geologist has viewed and examined the bank and has provided his observations to the town. Lake County was contracted last year to repair the stairs. He continued saying that it started out as a repair and then became a larger project. As they were constructing the contractor was looking for areas on the bank where they could get good purchase on the bank and the scale. The project expanded to be more that it could have been without the benefit of a permit.

The house is 117 feet from the top of the bank and there is the yard and patio, with the balance of the land of 80-90 feet down to the top of the bank wooded with vegetation to the edge of the bank. He continued saying that the bank is not eroding from stormwater running off the top of the bank however the bank is disintegrating. Chair Kasper asked if there was any erosion from wave action and Mr. Donahoe said that it is just decomposing shale. Mr. Camp inquired if water seeps out of it mid bank and Mr. Donahoe said that he believed that it does. He continued saying that it crumbles and what little of the shore there is usually heaped up with shale. The piece that they walk on to get to the dock has been affected by wave action, indeed it has chewed at the shale there. They have had storage lockers down by the dock that have been destroyed by falling shale. And the spiral stairs have been damaged and is no longer in use.

The work done has been invasive to the bank as the contractor was trying to establish access back down to the shore. The onshore structures were nonconforming, and it became more nonconforming; the northern setback that should have been 15 feet is 1.9 feet. Chair Kasper inquired if it was built to building code and Mr. Donahoe said that it probably is and that it is a little precarious as it is perched on the bank with cabling to the trees behind it for security. The cables to the trees are not holding up the stairs and deck. There are not necessarily footings but whatever parts are allowed to remain he can confirm that the shale can support the load.

Member Marshall asked if more is being done to reinforce the bank and Mr. Donahoe replied that he is not sure how the bank could be reinforced. Chair Kasper said that if there was deterioration caused by wave action then stone could be placed at the base of the cliff. Mr. Donahoe said that they do not have a beach and if there was reinforcement added it would have to be some sort of rip rap in the lake water. Member Marshall asked if the erosion is happening on the neighboring properties. Mr. Eggleston said that there is a little bit of erosion especially on the south side of the neighbor to the north's property. The neighbor to the north has rock that has been placed to help manage any of the potential erosion from the wave action.

Member Lee said that there was a case two years ago in this area where they did a stair tower to the dock. Mr. Donahoe said that he would have to agree that they had similar conditions. A site visit will be conducted on June 26, 2025. Mr. Donahoe said that the geologist will be attending the ZBA site visit and offered that he could also attend the Planning Board site visit. Chair Kasper said that the ZBA can share their discussions with the geologist with the Planning Board.

Chair Kasper inquired if the neighbor to the north is in support of the proposal or had any comments. Mr. Donahoe said that they have provided a letter to the Zoning Board of Appeals that they are not in favor of the proposal. He continued saying that they did a project that the Johnsons were not in favor of or had issues and now they are not in favor of this project because they can see it and it is 1.9 feet from the property line. As the board will see due to the erosion the structure is 1.9 feet from the land they cannot access.

Amendment Request- Special Permit/Site Plan Review

Applicant Greg Parker
 1021 The Lane
 Skaneateles, NY 13152
 Tax Parcel #050.-01-21.0

Present: Robert Eggleston, Eggleston & Krenzer Architects.

The application is for an attached two story garage addition with the primary bedroom relocated to the second floor addition. Also proposed is an attached one story storage building for lawn equipment with a deck located above and to the east of storage building. The existing shed will be removed. The impermeable surface coverage will remain at 13.3% with a contribution to the LDRA fund. There will be a bioswale in the northeast corner of the property to control stormwater. A site visit will be conducted on June 24, 2025.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Lee to schedule a public hearing on July 15, 2025 at 6:30 pm. The Board having been polled resulted in the affirmance of said motion.

Sketch Plan – Lot Line Adjustment

Applicant: Sara Fagan
 4224/4244 County Line Rd
 Auburn, NY 13021
 Tax Parcels#024.-01-33.2 & 33.3, & 34.0

Present: Robert Eggleston, Eggleston & Krenzer Architects,

The applicant has an offer to purchase one of the lots from the Gordon lot line adjustment that occurred over a year ago. The Gordon lot line adjustment created a 70 acre lot with access onto Sheldon Road that has been advertised for sale. Meanwhile the applicant owns two properties off County Line Road that received approval for a lot line adjustment recently that has not been filed. She wants to abandon that requested filing and reallocate the land for the three lots.

Lot 2 would increase from 3.4 acres to 38.9 acres, lot 3 would increase from 3.4 acres to 18.1 acres and Lot 4 (Gordon parcel) would decrease from 70.4 acres to 20.3 acres, retaining its access off Sheldon Road. Lot 3 would have a 40 foot access easement on Lot 4 from Sheldon road to access the rear of the property, and a farmer could still have access to the back of the property on lot 3.

Chair Kasper said that Lot 4 has wetlands on the property in proximity to the proposed access easement. He continued saying that once she has an easement she could turn it into a driveway. Mr. Eggleston said that he will verify the wetlands location. He added that the applicant did not want manure spread on the property and that is why she has an offer to purchase the property and wanted the easement to get to the back of the property.

Mr. Brodsky commented that with a lot line adjustment you cannot increase the number of lots onto a road. The existing forty foot easement on lot 4 is not adequate as a residential road but it

could be converted to a driveway. Chair Kasper said that they proposal would allow for selling off land with the access and creating a new lot or lots. Mr. Eggleston said that the intention of the easement is for the farmer to get to the back of lots 2 and 3 to farm and has no intent for further development. The application will continue next month.

Discussion

Chair Kasper thanked Howard Brodsky for his service to the town for over the last eighteen years. He will be missed. He has support the Planning Board and has done a lot of work with the zoning code improvements and updating the planning, zoning, and codes departments effectiveness.

Discussion

Chair Kasper commented that Member Marshall will also be leaving the board to pursue private interests. She has been valuable to the board and will stay on the board until a replacement is hired.

Discussion

There is a day of training on July 11, 2025 in Canadaigua. Please let Karen know if you intend to attend.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Marshall to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 7:35 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston	Andrew Van Dorn
Matt McGreggor	Ryan or Justin Lam
James Snyder	Susan Cooney
Guy Donahoe	

Additional Meeting Attendees (Zoom):

Cal Winkelman	Ed Reid	Sean Scanlon
Howard Brodsky	Greg Parker	Emily Johnson
Richard Garlock		