

**TOWN OF SKANEATELES  
PLANNING BOARD  
MEETING MINUTES  
August 16, 2022**

Donald Kasper  
Douglas Hamlin  
Scott Winkelman.  
Jill Marshall -Absent  
Jon Holbein  
Scott Molnar, Legal Counsel  
Brody Smith, Lega Counsel (MWB)  
John Camp, P.E. (C&S Engineers)  
Howard Brodsky, Town Planner  
Karen Barkdull, Clerk

Chair Kasper opened the meeting at 6:30 p.m. The meeting minutes of July 19, 2022, were previously distributed to the Board and all members present acknowledged receipt of those minutes.

**WHEREFORE**, a motion was made by Chair Kasper and seconded by Member Hamlin to approve the minutes as submitted. The Board having been polled resulted in the affirmance of said motion. Member Holbein abstained from the vote due to his absence last month.

**RECORD OF VOTE**

Chair	Donald Kasper	Present [Yes]
Vice Chair	Douglas Hamlin	Present [Yes]
Member	Scott Winkelman	Present [Yes]
Member	Jill Marshall	Absent
Member	Jon Holbein	Present [Abstain]

The meeting minutes of August 3, 2022 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

**RECORD OF VOTE**

Chair	Donald Kasper	Present [Yes]
Vice Chair	Douglas Hamlin	Present [Yes]
Member	Scott Winkelman	Present [Yes]
Member	Jill Marshall	Absent
Member	Jon Holbein	Present [Yes]

**Public Information Meeting – Special Permit**

Applicant: Brewster & DeAnn Sears  
2825 West Lake Road  
Skaneateles, NY 13152  
**Tax Parcel#051.-02-17.00**

Present: Brewster & DeAnn Sears, Applicants; Nancy Vlahos, Kevin Bliss, RIC Energy; Ivo Tomchev, Nicholas Fozmanowicz, Wendel Co.

Mr. Bliss introduced himself as they were setting up the presentation. Mr. Murphy commented that he has driven by the site and felt that it is a perfect location for the array as it would not be seen. As there was no other member of the public in attendance at the meeting or through Zoom, the presentation was brief. The Skaneateles Solar project is being coordinated with RIC Energy and the engineering firm Wendel. Ms. Vlahos continued saying that it will be a 4.7MW facility located on an 87-acre parcel and comprising 28 acres; the array panels will be in the center of the lot that is currently farmed. The rear of the lot is a dense woods, the eastern portion of the lot has a residence with associated accessory buildings, and the lot is mostly surrounded by hedgerows and tree lines. An access road would be located along the southern property line with the project also fenced. The array height will be at 12 feet, and the project complies with all zoning requirements. The arrays will be single access trackers, with 21 invertors and 2 transformers for the system. The feed pole is located at the end of the drive at West Lake Road that will go to the station on Jewett Road.

They are working with OCIDA for a pilot program and will be obtaining the necessary permits from NYSDOT, NYSDEC for a SWPPP, and they will also be participating in the NY Sun program. The site is flat does contain two wetlands outside of the impact area. The property contains a mix of prime farmland, not prime land, and land of no agricultural importance. At the end of the use the project can be decommissioned, and the land once again farmed. The project has no impact to any archaeological or historic sites in the area.

They are not expecting the project to produce unusual glare and on 2% of the light is reflected. There will be no impact of the project to aviation. They will fill in any screening gaps around the project area. Based on their studies, there should not be any visual impact of the project to the community. The visual assessment involved taking several photographs from various areas from the surrounding area. They did go out on the lake and noted that it was not visible. Mr. Bliss said they went out for a couple hours they did not see the array as the site is obscured by trees. There were balloons used at 100 feet in the area and they were not visible.

Ms. Vlahos said the solar project will provide clean renewable energy and contribute to New York State's goal of 70% of energy production to be through renewable sources by 2030. The community will see a benefit by the option to enroll in energy savings through the community program as well as no needed increase in road usage and school demand. RIC is a global energy company specializing in solar and wind energy projects with experience in construction, operation, maintenance, and financial management. The company was formed in 2005 in Spain, and they currently have greater than 4,000 MW of renewable projects on four different continents. The US division was opened in 2011 with greater than 400MW projects in the US.

Mr. Brodsky inquired about life span of the solar panels and about the decommissioning plan. Mr. Bliss stated that the panel life span is 25-30 years with the land would be fallow for a period of time that the solar array is in place which is beneficial for the soil. Member Winkelman inquired if the posts will be cemented, and Mr. Bliss explained that the posts that have a concrete footer are usually in areas where the bedrock is close to the surface, and although they cannot fully predict where the bedrock is located near the surface, they anticipate that there would be limited use of the concrete footer posts in this area.

Counsel Molnar inquired on the term of the lease and the decommissioning plan, and Mr. Bliss said that the life of the lease at 30 years with an option for a 5-year renewal. The decommission plan is bonded with an annual increase of interest rate to protection the fulfillment of the plan. The cost was analyzed, and all equipment including the posts for the panels will be removed. Mr. Camp commented that the decommissioning plan has not yet been analyzed by their team. The fire chief had an opinion that there is a need for a road surrounding the project and they do not feel that that was required. Chair Kasper

commented that the invertors could be moved closer to the proposed access road. Chair Kasper asked what would happen if the panels got hit by lightning, and Mr. Bliss said that the trees are at a greater height than the arrays so it is unlikely that they would be hit by lightning.

Chair Kasper inquired what powers the tracking function of the panels and Mr. Bliss responded saying that they pull power from the electrical lines. The SEQR letters have been sent out to the interested agencies and SEQR could be completed at the next meeting.

**WHEREFORE**, a motion was made by Member Hamlin and seconded by Chair Kasper to schedule a public hearing on *Tuesday, September 20, 2022, at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

**Public Hearing Continuance- Special Permit**

Applicant	Joseph Mollendorf 274 Ruskin Road Amherst, NY 14226	Property: 1801 Russell's Landing Skaneateles, NY 13152 <b>Tax Parcel #063.-03-10.0</b>
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Present: Bill Murphy, Space Architectural Studio.

A revised lower platform design for the stairs has been submitted to the NYSDEC and was submitted to the town. This will establish a level platform from which the permanent dock could be attached. Chair Kasper queried whether the square footage of the deck had changed, and Mr. Murphy responded that it is slightly larger, as there was a pea gravel area, and the proposed deck has been made more conforming is a portion of it to the side yard setback. The area was swapped out to extend over the water.

Mr. Brodsky commented that the existing shoreline structures calculation is 531 square feet and the proposed shoreline structures are now 755 square feet. The proposed shoreline structures are over the 400 square feet allowed for the lot and a variance will need to be obtained for the proposed total shoreline structures. Mr. Murphy said that previously they had a wood platform with a seawall on half of it and pea gravel on the other half. The pea gravel did not count as part of the total shoreline structures and now they are proposing the deck to be expanded.

Chair Kasper opened the public hearing. Bob Eggleston asked if the projection of the property line to the centerline of the lake has been shown on the plans. Chair Kasper commented that the side setback is 20 feet, and Mr. Murphy said that the existing setback is on the property line, and they are making the setback more conforming.

**WHEREFORE**, a motion was made by Chair Kasper and seconded by Member Holbein to continue the public hearing for 90 days while the applicant is pursuing a variance. The Board having been polled resulted in the unanimous affirmance of said motion.

**Continued Review- Site Plan Review**

Applicant	Scott Heggelke 110 Old Semet Ln Syracuse, NY 13219	Property: 2645 East Lake Rd Skaneateles, NY 13152 <b>Tax Parcel #037.-01-13.0</b>
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Present: Scott & Julie Heggelke, Applicants; Robert Eggleston, Eggleston & Krenzer Architects.

Proposed is a 277 square foot permanent dock off the existing seawall. The setbacks for the dock are conforming and are based on the projection of the property line perpendicular to the center line of the lake. The dock will be steel pole constructed and the seawall will be repaired in place.

**WHEREAS** a motion was made by Chair Kasper and seconded by Member Hamlin, the Planning Board declared this application a Type II action pursuant to 6 NYCRR617.5(c)(11) and not subject by SEQR for further review. The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Chair Donald Kasper and seconded by Member Scott Winkelman, and after an affirmative vote of a majority of Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Application for 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.
2. That the Site Plan 1 of 1 and Narrative dated July 8, 2022, prepared by Robert Eggleston, Licensed Architect, with Design plan 1 of 1 dated July 8, 2022, prepared by F.J. Estlinbaum Barge and Crane Service, Licensed Contractor, 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. That verification of conformance of completed project be certified by Robert O. Eggleston, Licensed Architect, within (50) days of completion of the project with verification submitted to the Town.

**RECORD OF VOTE**

Chair	Donald Kasper	Present [Yes]
Vice Chair	Douglas Hamlin	Present [Yes]
Member	Scott Winkelman	Present [Yes]
Member	Jill Marshall	Absent
Member	Jonathan Holbein	Present [Yes]

**Sketch Plan- Special Permit**

Applicant	MWB Family I, LLC	Property:
	13915 Old Coast Rd 1003	1326 New Seneca Tpke
	Naples, FL 34110	Skaneateles, NY 13152
		<b>Tax Parcel #043.-04-09.0</b>

Present: Asher Bitz, Applicant: Bill Murphy, Space Architectural Studio.

Brody Smith stepped in to provide legal counsel to the board. The applicant had withdrawn their application for a zone change with the Town Board. There were minor modifications to the application by reducing the number of requested allowable uses for the building that fit within the RR district. The primary use is office space continuing the same use as the prior tenant, Chase Design. Chase Design had 80-90 employees

working out of the 24,365 square foot building, with another 35-40 employees at a satellite location. There were automobile traffic and box trucks deliveries and pick-ups occurring 15-20 times a week.

They have been approached by a party equipment business who could warehouse their products that are for rent that would have less than 25 trucks a week. This would be one of the uses that they are asking to have for the property that would be in addition to the existing office use. A service business for the catering business would comprise 1350 square feet of the building that would serve the building and the wedding cake business. Spaces A and B would be for a potential warehouse space, membership club and/or service business. 75% of the building would be composed of office use for the Lab Co Work, space for PJO, and for WAM. Mr. Murphy continued saying that the users of the LAB Co Workspace would focus on the work from home dads that want a space outside of their home office.

Future tenant space A would be 3,000 square feet with the ability to house a service business, warehouse, health care facility, or a membership club. It could be a party rental warehouse with a showroom. The property has 87 parking spaces with about 74 space they would need leaving an extra 13 parking spaces for visitors or growth on the site. The proposal will have a lower impact would have than the prior tenant.

Member Winkelman asked for additional information regarding a potential health care facility. Mr. Murphy responded saying that they have been approached by an IV clinic that would have rotating doctors on site to dispense IV treatments. There will need a small number of rooms needed for the clinic. Mr. Bitz commented that it would be like the neighboring property. The proposed additional uses would be for tenant space A and B only. The Lab Co Workspace would have a membership club component to it, and they may need to expand it in the future.

Mr. Brodsky stated that the applicant is asking for a special permit for a membership club for the tenant A and B portions of the building. He continued saying the descriptions provided are not very clear for the board. Counsel Smith clarified that the membership aspect of the WeWork space would still be office use. Mr. Bitz said that they could eliminate the membership club request and come back for a special permit if they had a potential applicant who would want to establish a club other than office use.

Member Hamlin said that the discussion has been general in nature and that there is still no proposal of what is going to be in the spaces, parking need, and examples of the most intensive use for the A and B spaces. Chair Kasper suggested that under each category there are examples of what could be considered such as with a service business. The board needs more of a guideline to work with rather than a completely open permit. Counsel Smith suggested a table that indicates on the left the potential uses with a column for parking, employees, anticipated foot traffic, hours of operation and miscellaneous. This could be done for each of the tenant A and B spaces and allow the board to have something to review in terms of SEQR as well. Member Hamlin said that it could reflect the most intensive use so that any future uses that are at or less than that intensity they would be fine with. Counsel Smith said that if it is drastically different, they would review the updated use against the amendment criteria in the zoning code (148-10-9-C.11).

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Chair Kasper to schedule a public hearing on *Tuesday, September 20, 2022, at 6:40 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

**Sketch Plan- Special Permit**

Applicant Daniel Smith  
4772 Sheppard Rd  
Marcellus, NY 13108

Lukins Mine Property:  
Sheppard Rd  
Skaneateles, NY 13152  
**Tax Parcel #020.-02-09.0**

Present: Daniel Smith, Dave Smith, Applicants

The proposal is for the expansion of the existing mine from 11 acres with an additional 87 acres. The mining will be completed in phases, and they are mostly mining sand and stone. There is no anticipated blasting at the site. Mr. Camp said that there is a proposed access road off Sheppard Road and the board will want to review the proposed access road. Mr. Smith said that the neighbors have signed letters that do not have an issue with the expansion.

Chair Kasper said that the board will need to know the hours of operation, traffic pattern of the trucks, and setbacks to the property lines. Mr. Smith said that the truck traffic will use the same routes they do today with most of the trucks going south. Chair Kasper commented that they would like to see the trucks on the county route rather than the country roads. Mr. Smith said that they submitted the application to the NYSDEC over two years ago and it has all the information in it. Mr. Brodsky inquired if they will be utilizing a wheel wash and Mr. Smith said that they will not as the wheel wash attracts dust and makes a bigger issue on the roads.

The existing mine has been operating since the 1980s and they want to expand to open new resources to meet the demand. They will be using the existing driveway but want to establish the new access road.

Counsel Molnar asked if the SEQR determination by the NYSDEC could be sent to the town as we have not received a copy. Mr. Brodsky suggested that the reclamation plan should be provided to the town. Mr. Smith said that the maps provided to the NEDEC as part of the reclamation plan and will send a topographical map to the town. The board will conduct a site visit on August 23, 2022.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Hamlin to schedule a public information meeting on *Tuesday, September 20, 2022, at 7:00 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

**Amendment Request – Site Plan Review**

Applicant: Habermaass/Haba USA  
4407 Jordan Rd  
Skaneateles, NY 13152  
**Tax Parcel #029.-01-09.0**

Present: Bryon McCreadie, Haba Toys.

The applicant has revised their site plan to include 508 square feet of loading docks to the proposed addition to provide easier access for the truck so that they can enter at an angle, and the height of the building increased to 42 feet. The Zoning Board of Appeals granted the height increase on August 2, 2022. The style of the roof for the addition will be a flat roof. The expansion would be over existing impervious surface and not increase the coverage. An as built survey will be required for the project as a condition of the March 2022 approval.

**WHEREAS**, a motion was made by Member Hamlin and seconded by Chair Kasper, the Planning Board adopted and ratified the prior SEQRA determination, last reviewed March 15, 2022, for the Application, which classified the Application as an Unlisted Action, after which the Planning Board rendered a negative declaration for the Application after review of the SEQRA forms submitted by the Applicant. The Board having been polled resulted in the unanimous affirmation of said motion.

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

1. That the Site Plan SP 1 of 1 dated July 8, 2022, and Narrative with Construction Sequence dated July 8, 2022, prepared by Michael Palmieri, Licensed Architect be followed in all respects, and
2. That all conditions imposed by the Skaneateles Zoning Board of Appeals, in connection with its approved variance, be fulfilled; 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]
Vice Chair	Douglas Hamlin	Present [Yes]
Member	Scott Winkelman	Present [Yes]
Member	Jill Marshall	Absent
Member	Jonathan Holbein	Present [Yes]

**Initial Review- Site Plan Review**

Applicant	Roy Kurlak	Property:
	27 Fennell St B208	2572 East Lake Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		<b>Tax Parcel #036.-01-19.1</b>

Present: Guy Donahoe; Donahoe Group

The applicant has an existing dwelling and pole barn on the property and is proposing a 24 ft x 30 ft addition to the pole barn that would be located on the northwest side of the existing pole barn. The new gable for the addition will be at 30 feet in height complying with the zoning code. The area at the location of the pole barn and proposed addition is level and the pole barn is for residential storage. A site visit will be conducted on August 23, 2022.

**Initial Review- Site Plan Review**

Applicant	Kim Myers	Property:
	209 Southwood Dr	3363 East Lake Rd
	Vestal, NY 13850	Skaneateles, NY 13152
		<b>Tax Parcel #041.-01-28.0</b>

Present: Robert Eggleston, Eggleston & Krenzer Architects.

The property was recently acquired and there is a spiral staircase that leads to ground from the second-floor deck on the dwelling. Proposed is the enlargement of the existing deck on the dwelling and the replacement of the spiral staircase to a standard staircase. Also proposed is a 16 ft x 16-foot patio, a firepit with retaining wall near the shoreline that will comply with the allowed square footage of shorelines structures for this

lot. A special permit is required as the impervious coverage is at 11.6% and the applicant would like to maintain the coverage.

Part of the mitigation is the proposed French drain swale near the road that will be like the one utilized on the Recktenwald property. There is an existing eight-inch line that comes from the driveway and down to the lake. A six-inch line would tie into the existing eight-inch line with a rip rap spreader at the bottom. Mr. Camp commented on whether the six-inch pipe is better than an open swale down to the existing pipe. Mr. Eggleston said that the six-inch pipe would be set down four feet to capture any underground water. Mr. Camp suggested a catch basin where the pipe turns further down. A site visit will be conducted on August 23, 2022.

**WHEREFORE**, a motion was made by Chair Kasper and seconded by Member Winkelman to schedule a public hearing on *Tuesday, September 20, 2022, at 7:00 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

**Amendment Request – Site Plan Review**

Applicant: James & Michelle Hunt  
947 Mottville Rd  
Skaneateles, NY 13152  
**Tax Parcel #024.-03-01.0**

Present: Robert Eggleston, Eggleston & Krenzer Architects.

The approved proposal was for a two-car garage and attached second dwelling, and as the applicant was considering the cost of materials, the applicant has decided to forgo the garage and has replace the attached second dwelling with a separate detached dwelling with porch that will be over 1000 square feet on the lot.

**WHEREAS**, a motion was made by Member Winkelman and seconded by Chair Kasper, the Planning Board adopted and ratified its prior SEQRA determination for the Modification Application, which was a determination that the Modification 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 affirmation of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Member Scott Winkelman, seconded by Member Douglas Hamlin, and upon an affirmative vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Modification Application, with the following additional conditions:

1. That the Site Plan 1-4 and Revised Narrative dated August 1, 2022, 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]
Vice Chair	Douglas Hamlin	Present [Yes]
Member	Scott Winkelman	Present [Yes]

Member	Jill Marshall	Absent
Member	Jonathan Holbein	Present [Yes]

**Merger Request**

Applicant: Albert & Sandra Jennings  
4850 Jordan Road  
Skaneateles, New York

**Tax Map #016.-03-15.0 and 016.-03-14.0**

The applicant is requesting the merger of two adjoining properties with one of the lots consisting of vacant land.

**WHEREFORE**, a motion by Chair Kasper and seconded by Member Winkelman to notify the Town of Skaneateles Tax Assessor that this Board has no objection to the request of Albert & Sandra Jennings to merge tax parcels 016.-03-15.0 and 016.-03-14.0 into one tax parcel, The Board having been polled resulted in the unanimous affirmance of said motion.

**Discussion**

The board discussed that there will be a new community solar array application for next month and that an accepted standard for the access road should be established.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Holbein to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 8:45 p.m. as there being no further business.

Respectfully Submitted,  
Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston	Dave Smith	Dan Smith
Bill Murphy	Nancy Vlahlos	Guy Donahoe
Kevin Bliss	Scott Brothers	Scott Heggelke
Julie Heggelke	Jamie Tuozoro	Asher Bitz

Additional Meeting Attendees (Zoom):

Angie Angus	Camille Warner	Matthew Kallen
Nicholas Fozmanowicz	Byron McKreddie	Mark Tucker
Manu Chopra	Ivo Tomchev	Not Bat Phone