

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

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

Chairman Southern opened the meeting at 6:30 p.m. The meeting minutes of September 18, 2018 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

RECORD OF VOTE

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

Extension Request 0Site Plan Review

Applicant: Paul Garrett
8155 Ivy Trail
Baldwinsville, NY 13027

Property: 2167 West Lake Road
Skaneateles, New York
Tax parcel: 059.-02-09.1

Present: Robert Eggleston, Architect;

The applicant had a two-phase project that was approved by the Planning Board in 2018. Phase 1 was for a pole barn that has been completed and the applicant is hoping to commence phase 2 for the second floor addition to the existing dwelling in the spring. As such, the applicant is requesting a six-month extension on the approval to obtain a building permit to begin the work of phase 2. The driveway has also been completed on the project.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member 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, not subject to further SEQRA review The Board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and seconded by Member Donald Kasper and after an affirmative vote of all Members present, the Skaneateles Planning Board **APPROVES** the Extension Application for an additional twelve (12) months, with the following conditions:

1. That the original Site Plan and Construction Narrative approved for the Project shall be followed in all respects for the construction of buildings and improvements not otherwise completed to the date hereof, and that prior resolutions of the Planning Board be followed in all respects, except as extended hereby for an additional six (6) months to May 22, 2019.

RECORD OF VOTE

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

Public Hearing-Subdivision

Applicant:	Russel Zechman PO Box 6 Skaneateles, NY 13152	Property: 2054 Coon Hill Road Skaneateles, NY 13152 Tax Map #035.-03-05.2
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Present: Russel Zechman, Applicant; Robert Eggleston, Architect

WHEREAS, a motion was made by Member Hamlin and seconded by Member Kasper, the Planning Board declared this application a Type II action for subdivision of a property with an existing single-family residence and not subject to further review under SEQR. The Board having been polled resulted in the unanimous affirmance of said motion.

Mr. Eggleston noted that there was a small error in the survey that has been prepared for the subdivision. The building envelope for Lot A will need to move further south as it was located at the incorrect setback line of 120 feet whereas it should have been 60 feet. The correction can be completed so that the final subdivision map presented for the Chairman’s signature will be correct.

The Skaneateles Lake watershed touches the southwest corner of the lot where there is an existing paddock, and no proposed development is in this area. Lots B and C have their proposed location of septic systems located on the narrower areas of the lots. He continued saying that relative to the Onondaga County Planning Board’s comment in reference to small subdivisions along county roads, proposed is a flag lot subdivision utilizing a shared driveway so that there will be no additional driveway cuts.

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

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Donald Kasper, duly seconded by Chairman Joseph Southern, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby APPROVES the Winkler Subdivision, with the following conditions:

1. The Winkler Subdivision map dated October 3, 2018 prepared by Paul Olszewski, Licensed Surveyor, P.L.S., PLLC be updated with the location of the proposed wells and the correction of the building envelope line for Lot A, and then submitted for the Planning Board Chairman's review and signature within 180 days from the signing of this resolution; and
2. That the Applicant submit an easement and road maintenance agreement to serve the three lots that utilize one driveway, to the Planning Board Chairman and Planning Board Attorney for review prior to the Planning Board Chairman's signature on the plat plan; and
3. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application; and
4. 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	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]

Discussion

Local Law 2018-C public hearing has been cancelled at this time to provide time for the Planning Board and the Zoning Board of Appeals to review the proposed modifications to the definitions of light industry and agriculture. Any suggestion to changes to the language should be provided to Scott and he will share them with the town attorney.

Sketch Plan-Special Permit/Site Plan Review

Applicant: Eileen Murphy
 3259 East Lake Rd
 Skaneateles, NY
Tax Map #040.-01-03.0

Present: JoAnne Gagliano, EDR; Joe Falco, EDR.

The Zoning Board of Appeals will be holding a public hearing next month on the requested variances for this project. Since the recent Planning Board site visit, they have recalculated the tennis court's impact to the overall impermeable surface coverage of the lot if the court were constructed of permeable materials. The impermeable surface coverage would be reduced from 25% to 15% coverage. Ms. Gagliano stated that the details on the material and construction of the tennis court would be provided to the board. Chairman Southern inquired about a small-scale stormwater management structure that could be placed between the dwelling and the lake to the northwest. Ms. Gagliano commented that they would provide a treatment area from the downspouts and the roof area of the dwelling with an underdrain to the lake. The existing intakes along the driveway could continue and then be directed to the lake.

Mr. Camp commented that the proposed stormwater facility located to the west of the tennis court would be collecting stormwater from a pervious tennis court. Ms. Gagliano said that it could capture stormwater than would not drain completely with a large storm event. A swale along the driveway could

be pitched to collect stormwater from the relocated driveway and manage the stormwater for the entire driveway. Ms. Gagliano stated that the final design of the stormwater management would be discussed with the town engineer first before finalization of the plans. Mr. Camp commented that the existing stormwater off the two driveways drains to the ditch between the two drives. Ms. Gagliano said that they would like to make that area low maintenance and mowable.

Mr. Camp commented that he has concerns with permeable asphalt for ongoing maintenance not occurring or as future owners could pave it with impermeable materials. Ms. Gagliano suggested that maintenance procedures could be part of the resolution with verification of performance provided each year to the town. They provide this type of inspection for properties in Cazenovia that have permeable pavement. Ms. Gagliano stated that she would provide examples of locations in Syracuse where they have used permeable pavement.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin to schedule a public hearing on *Tuesday, November 20, 2018 at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Discussion

Small Scale Stormwater Management Guidelines were presented to the board in May of 2018 and although they were referred to the town board, the board did not take any action regarding the guidelines. The town is re-reviewing the guidelines for adoption. Mr. Camp explained that there is also an addendum he has provided that offers the method for calculating the small scale stormwater management system based on the size of a lot and amount of impermeable surface coverage, concurrent with NYSDEC guidelines. The board determined that the small-scale stormwater management guidelines should be used as guidelines to provide flexibility of application to projects before the Planning Board rather than adoption into the zoning code. Member Kasper inquired if the systems can be any shape to allow flexibility to place around existing trees. Mr. Camp commented that as long as they meet the size requirements and the ratio of 3 to 1 in length to width, they could be any shape. Member Kasper commented that in one that he had installed in Owasco, an outflow pipe was installed in case the berm filled with stormwater. Mr. Camp stated that he could add a statement in the draft that outflow structures are certainly advisable when there is an existing stabilized outfall that it can connect. Mr. Brodsky recommended that these guidelines to be applied everywhere in the town and not just in the watershed.

Attorney Advice Session

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

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

The Board returned at 7:40 pm.

Discussion

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

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

Counsel Molnar commented that he will be sending correspondence regarding the recent submittals from the applicant regarding the driveway easement and maintenance agreement, and the conservation easement connected to the proposal, in preparation for next Tuesday's meeting. Chairman Southern commented that the driveway agreement should reflect that it is a private road agreement although there are driveways off of the private road. Member Hamlin inquired if the agreement included the shared lakefront recreation that will affect the Marchuska lot. Counsel Molnar advised that the shared lakefront recreation would need to be resolved before looking at other issues as it has an impact on the rest of the proposal. It was discussed that the board had requested additional escrow funds at the August 21, 2018 Planning Board meeting, and that a follow up request was sent to the applicant on October 3, 2018 requesting that the additional escrow be paid by October 23, 2018.

WHEREFORE a motion was made by Chairman Southern and seconded by Member Kasper that continued review of the Hidden Estates application is contingent upon the payment of \$5,000 additional escrow funds as required by the Planning Board pursuant to town code §148-44G. The Board having been polled resulted in favor of said motion.

WHEREFORE, a motion was made by Member Kasper and seconded by Member Winkelman to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 7:43 p.m. as there being no further business.

Respectfully Submitted,
Karen Barkdull, Clerk