

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
November 17, 2020**

Joseph Southern
Donald Kasper
Scott Winkelman
Douglas Hamlin
Jill Marshall arr. 6:32pm, left 7:21 pm
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 October 6, 2020 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

RECORD OF VOTE

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

The meeting minutes October 20, 2020 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 Winkelman to approve the minutes as submitted. The Board having been polled resulted in the affirmance of said motion.

RECORD OF VOTE

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

Public Hearing – 2 lot subdivision

Applicant: Trevor Ryan
1688 Van Camp Road
Marcellus, NY 13108

Property:
1691 Van Camp Road
Skaneateles, NY 13152
Tax Parcel #021.-01-05.1

Present: Michael O’Neill, American Group 1, P.C.

The applicant is proposed the subdivision of the 17.9-acre parcel into two parcels with lot 1 at 10.5 acres and lot 2 at 7.4 acres. The board had inquired about whether lot 2 had a large enough buildable area to accommodate a 70x30 foot dwelling and septic system. Submitted was a drawing that reflects that the lot

can support 5,000 square feet of space for a dwelling and septic system. They have also provided a letter dated October 6, 2020 from Mr. Wellington giving conceptual approval for a new driveway cut for lot 2. Mr. O’Neill commented that the Onondaga County Planning Board requested that the wetlands be further delineated, and he said that the best time to provide that is when the lot is developed.

Mr. Brodsky inquired about the potential leach field location. Mr. O’Neill stated that they wanted to show the feasibility of a septic system for a three-bedroom dwelling placed on the lot. It would more than likely be located north of the dwelling and not to the south of the dwelling. The placement of the dwelling and septic field on the plan was shown for description purposes. Mr. Brodsky inquired if a leach field could be in the 100-foot setback from a wetlands. Mr. O’Neill stated that at the time of development of the lot, septic approval would be obtained from OCDOH. Mr. Camp stated that if it is an ACOE buffer then the setback would not apply; if it is a state designated wetland then the 100-foot buffer would apply, outside of the town requirements. Chairman Southern recommended that a note be placed on the survey stating that the lot is not approved for a subsurface septic system.

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
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	
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	
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?	X	
11. Will the proposed action create a hazard to environmental or human health?	X	

WHEREFORE, a motion was made by Member Hamlin, and seconded by Member Winkelman, the Board declared this application to be an Unlisted Action, and after review of the SEQR short environmental assessment form and determined that the proposed action will not result in any significant

adverse environmental impacts. The Board having been polled resulted in the unanimous affirmation of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the proposal. Mr. O'Neill stated he was 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. There was no one who spoke in opposition or had any other comments.

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

Member Winkelman inquired how the wetlands delineation was derived and Mr. O'Neill said that they came from the Onondaga County GIS wetlands delineation survey.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Jill Marshall, duly seconded by Member Scott Winkelman, and after an affirmative vote of all Members present, Oas recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the three-lot Subdivision, with the following conditions:

1. The Final Plan Subdivision of the Trevor Ryan Subdivision, dated November 3, 2020 prepared by American I Group I, P.C., Land Surveying (the "Subdivision Map"), be modified to keep the building envelope(s) shown on the Subdivision Map, but to have the proposed house and septic location removed from the Subdivision Map, and notes added to the Subdivision Map that the lots are not approved building lots; with same to be resubmitted for the Planning Board Chairman's review and signature within 180 days from the signing of this resolution; and
2. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application; and
3. The Subdivision Map and Deed transferring the property must be filed in the Onondaga County Clerk's Office within sixty-two (62) days of the signing of said Map, or the Subdivision approval shall be null and void. Proof of said filing shall be immediately forwarded to the Secretary of the Planning Board upon receipt by the Applicant and/or Applicant's representative.

RECORD OF VOTE

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

Public Hearing Minor Subdivision

Applicant: Tim Green/owner Loveless Farm Development Property: 2783 West Lake Rd
1194 Greenfield Lane West side 051.-02-18.1
Skaneateles, New York 13152

Present: Jeff Davis, Legal Representative;

Mr. Davis stated that this is a re-request for subdivision approval that was granted on May 19, 2019. The filing of the plat plan was recorded with the county clerk's office by the required deadline. Construction

for a single-family dwelling is underway on the proposed lot 4, the private road has been constructed and the stormwater facility is being constructed under the SWPPP guidelines. Everything remains the same as the board had previously approved. Member Kasper inquired if Mr. Camp had reviewed the site, and Mr. Camp said that he did visit the site and noted a few small issues that he will address with the contractor, Brian Barney.

Member Winkelman stated that he had a few issues with the conservation analysis and inquired if it had been approved with the prior approval. Chairman Southern commented that it was accepted as part of the 2019 approval with the date of the analysis dated January 11, 2019. Member Winkelman commented that the recent submission of the conservation analysis is dated October 2020, and Mr. Davis said that there were not changes to it compared to the 2019 version other than the redating. Member Winkelman said that he took issue with the comment that there was no land of importance, and the wetlands is of great value to the water quality. The conservation analysis goes 300 feet off the property that should make the land across the street high conservation value as there are steep slopes in the area. This is marked low conservation value in the analysis. Counsel Molnar inquired of Mr. Davis if the conservation analysis could be amended to include the recommendations of Member Winkelman. Mr. Davis stated that it could be a condition of approval or included in the findings of fact in the board's resolution. Counsel Molnar recommended that it be included as part of the conditions of an approving resolution. He continued saying that board could accept the conservation analysis with the two exceptions that have been noted. Mr. Davis stated that he was in support of the recommendation and that if the future if the lot across the street was being developed, the applicant would be required to furnish their conservation analysis in addition to other submissions for consideration.

WHEREFORE, a motion was made by Member Marshall and seconded by Member Hamlin, the Board adopted and ratified the prior SEQRA determination, last reviewed August 28, 2018 and determined that the Project, as modified and set forth in the Preliminary Plat, avoided, mitigated and/or minimized potential significant environmental impacts potentially applicable to the Property for the Application. The Board having been polled resulted in the unanimous affirmation of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone 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. There was no one who spoke in favor, opposition or had any 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 affirmation of said motion.

WHEREAS, pursuant to and in accordance with Section 276 of the Town Law of the State of New York, and Chapter 148 of the Town of Skaneateles Code, and in accordance with the conditions of the Approving Resolution, the Applicant has submitted the following items to the Planning Board for consideration when approving the Final Plat, including:

1. Final Plan Loveless Farms Subdivision dated March 15, 2019, prepared by Paul James Olszewski, P.L.S. ("Final Plat" or "Subdivision Map");
2. Community Open Space Plan prepared by Plumley Engineering; P.C. dated January 2019 ("Open Space Plan");
3. Conservation Analysis, last updated October 2020 by Plumley engineering, P.C. ("Conservation Analysis") is accepted by the Planning Board as accurate to the Property, except that the Planning Board finds the wetlands depicted within the subdivision Plat are considered high conservation value, and the steep slope areas depicted within 300 feet of the

Property and located across Route 41A to the east are also considered as high conservation value areas;

4. Grant of Conservation Easement Loveless Farms Subdivision (“Conservation Easement”); and
5. Driveway Declaration and Agreement (“Driveway Agreement”); and

WHEREAS, upon review of the Subdivision Map, the Board concurs that it fulfills the Preliminary Plat approval condition by not materially deviating or altering the final design as depicted on the Preliminary Plat, constituting four residential subdivided lots with a single conservation lot to preserve agricultural structures and manage conservation value of the Property and/or the wetland located upon the single parcel under consideration for subdivision; and

WHEREAS, upon review of the Conservation Analysis, the Board concurs that it provides an accurate and representative analysis that the Property, includes limited areas of High Conservation Value (as defined therein), mainly in the vegetated forest area and the wetlands area, as depicted on the Subdivision Map and Open Space Plan, which will be adequately perpetually protected by imposition of the Conservation Easement; and

WHEREAS, pursuant to and in accordance with Chapter 148 of the Town of Skaneateles Code, Sections 276(d)(iii) and (iv) of the Town Law of the State of New York, and applicable SEQR regulations, the Planning Board hereby makes its decision on the Final Plat/Subdivision Map.

NOW, THEREFORE, upon a motion made by Member 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 Subdivision Map for the Loveless Farm Subdivision, subject to the following conditions:

1. The foregoing recitals are incorporated herein as if set forth at length;
2. That the Town Attorney and the Planning Board Attorney shall approve all language set forth in the Conservation Easement and Driveway Agreement, and that same be recorded by the Applicant in the Onondaga County Clerk’s Office contemporaneously with the filing of the Subdivision Map.
3. 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 that Chairman is authorized to sign said Subdivision Map, subject to fulfillment of applicable conditions herein.
4. That consistent with the Conservation Analysis and the Conservation Easement, the Applicant shall preserve community open space, forest area and a small wetland, as depicted on the Subdivision Map and the Open Space Plan, which shall remain open space as required by Section 148-9 of the Skaneateles Town Code, and applicable sections thereof, without adjustment, modification, or change, except upon the express written consent of the Town of Skaneateles Planning Board;
5. That the Subdivision Map 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;
6. That the Applicant shall obtain all necessary septic approvals from the Onondaga County Department of Health;
7. The Applicant shall obtain all necessary approvals from any other agency or authority having jurisdiction over the Property or Project, and build all required infrastructure including, but not

- limited to, drainage basins stormwater drainage facilities, the common driveway, and otherwise as set forth on the Subdivision Map;
8. That prior to the start of any construction, the Applicant shall submit, as necessary, any additional erosion and sediment control plans, grading plans, construction sequences, or any plans as may be required by the Planning Board, the Code Enforcement Office and/or the Town Engineer.
 9. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$2,250.

RECORD OF VOTE

			Yes	No
Chair	Joseph Southern	Present	[X]	[]
Member	Scott Winkelman	Present	[X]	[]
Member	Donald Kasper	Present	[X]	[]
Member	Douglas Hamlin	Present	[X]	[]
Member	Jill Marshall	Present	[X]	[]

Public Hearing- Special Permit/ Site Plan Review

Applicant:	Property:
Kelly Scalzo	2803 East Lake Road
7108 Thorntree Hill Drive	Skaneateles, NY 13152
Fayetteville, NY 13066	Tax Parcel #038.-01-18.0

Present: Kelly Scalzo, Applicant; Robert Eggleston, Eggleston & Krenzer Architects

A special permit was granted earlier this year for modifications to the property with a condition that the applicant return with plans to resolve the failing boathouse. The applicant reconsidered the project and decided to redevelop the property to meet their needs. The house that they really wanted will modify the footprint of the dwelling by 40 square feet. The existing patio on the north side of the house will be replaced by a deck under 600 square feet. The failing boathouse will be removed, a small 12'x14' deck added, and the grade will be re-stabilized.

Impermeable surface coverage will be reduced from 29.5% to 20.5%, with the removal of the concrete pad next to the garage, and removal of the parking area by the house while leaving the driveway to the house to allow for the dropping off groceries. There will be two bio-swales, one on the east side of the house that will take the driveway drainage and a bioswale on the west side that will take the drainage from the dwelling. A contribution to the DRA fund of \$34,010.18 will be made.

Member Kasper inquired on the location of the bio-swales to the dwelling, and Mr. Eggleston replied that is two feet deep and holding approximately 18 inches of water to the overflow. Member Kasper commented that the septic and pumping chamber are located on the lakeside of the house and inquired if there will be room to pump up to fields and go around the bio-swales. Mr. Eggleston said that they will be working on site to make sure that they have proper clearance of the pipes. Member Winkelman inquired where the bio-swales that will drain. Mr. Eggleston stated that there is an eastern drain that will come out on the surface draining to the western bio-swale, and the western bio-swale drains towards the lake.

WHEREAS, a motion was made by Member Hamlin and seconded by Member Marshall, 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 affirmation of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone 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. There was no one who spoke in favor, opposition or had any other comments.

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Donald Kasper and duly 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 minor special permit/site plan, with standard conditions and the following additional conditions:

1. That the Special Permit/Site Plan Approval shall expire if the applicant fails to comply with the conditions stated within 18 months of its issuance or if its time limit expires without renewal; and
2. Except as provided herein, the Revised Site Plan 1 of 1 dated October 8, 2020, Elevations and Floorplans 1 of 5 through 5 of 5 dated June 30, 2020, Cabana Renovation plans 1 of 2 through 2 of 2 dated October 8, 2020, and revised Narrative dated October 9, 2020, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; 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 \$34,010.18 be submitted to the Town of Skaneateles Land and Development Rights Acquisition Fund; and
5. No certificate of occupancy shall be granted until the Applicant has filed a set of as-built plans with the Codes Enforcement Officer, indicating any deviations from the approved site plan. The Codes Enforcement Officer shall be responsible for the inspection of site improvements, including coordination with the Town's consultants and other local officials and agencies, as may be appropriate; and
6. That an as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of completed project within (60) days of completion of the project.

RECORD OF VOTE

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

Public Hearing –Special Permit/Site Plan Review

Applicant: Dawn Altmeyer
 161 Avriel Drive
 Fayetteville, NY 13066

Property:
 2530 Wave Way
 Skaneateles, New York
Tax Map #054.-04-07.0

Present: Robert Eggleston, Architect;

The applicant has requested that the application be placed on pause; as the Zoning Board of Appeals denied their variance request on November 10, 2020, which caught the applicant off guard. They are looking at options and they are asking for a continuation of the application. The public hearing can be re-advertised later once the applicant has a formalized revision.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Marshall to pause the application based on the variance denial and reserving the right to determine SEQR to a later date. The Board having been polled resulted in the unanimous affirmation of said motion.

Extension Request-Minor Subdivision

Applicant:	Kenan 2012 Family Trust LLC	Property:
	Bruce Kenan	3406 West Lake Road
	61 Main Street	Skaneateles, NY 13152
	Camillus, NY 13031	Tax Map #049.-02-04.2

Present: John Langey, Attorney, Costello, Cooney & Fearon, PLLC; Jeffrey B. Davis, Attorney;

Mr. Langey said that the subdivision was approved in April of 2020, and the applicant is requesting an extension for the filing of the map at the County Clerk's office, and that due to Covid 10 the board can provide for an extension. Counsel Molnar concurred with Mr. Langey. He continued saying that explicable executive orders from the Governor of New York for Covid 19, the Planning Board can rightfully approve that the timing of the filing has not expired as they are looking at the request. As a result, the application could be considered ongoing and the applicant has made an extension request for additional time. This is a unique circumstance where the application was approved during the pandemic, the applicant moved to advance the approval during the pandemic, and we are all subject to the executive orders by the Governor which extends time and obligation to file and otherwise complete municipal requirements. In this case Counsel Molnar recommended, based on Counsel to the applicant's position paper, that the Planning Board can take that approach.

Member Kasper inquired on what extension of time the applicant is requesting, and Mr. Davis said that the map is ready to be signed immediately. Chairman Southern suggested that the map should be re-submitted and re-signed. He continued saying that he has never seen Governor orders that forgave timelines in their entirety and he is concerned with applying the executive orders here. He has no problem with re-filing and re-submitting but not basing it on Covid. If the board acts on this as stated, any applicant could claim under Covid that they do not have to meet the timelines and he does not want to endorse that. Mr. Langey stated that their request is without prejudice, and they would request that the board simply extend the filing deadline for the subdivision. Chairman Southern stated that the board could consider it without any reference to Covid.

Member Winkelman inquired if there were any changes to the map. Mr. Davis stated that the maps are the same plat plan approved with the inclusion of signatures from the property owner and various agencies. Member Hamlin agreed with Chairman Southern and asked if the executive order suspends time, then why is an extension needed. Counsel Molnar said that the applicant is coming to clarify the record and seeking Planning Board agreement with that. Member Kasper recommended that the original map be retained as all the signatures have been obtained and it is the same one that has been approved. Counsel Molnar said that time and effort was placed to make sure the map reflects detailed notes on the map. The prior map could be used, or a new map submitted. Member Kasper said that he would like to keep the existing map to reduce the potential errors that could happen. The County Clerk's office was also closed for a period during the shutdown. Counsel Molnar said that the existing signed map could be recorded with the other documents

within so many days after approval if that is the pleasure of the board subject to the same conditions and adopting the prior SEQR determination.

WHEREAS, a motion was made by Member Winkelman and seconded by Member Kasper, the Planning Board adopted and ratified its prior SEQRA determination for the Application, which was a determination that the Application constitutes an Unlisted Action, reviewed under SEQRA according to the Applicant’s Short Environmental Assessment Form, evaluating each of the criteria set forth in Part II, upon which the Planning Board determined that the proposed action will not result in any significant adverse environmental impacts. 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 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 sixty-two (62) days, with the following conditions:

1. Except as amended hereby, the conditions of the Prior Approval remain in full force and effect; and
2. Prior Approval Special Condition No. 6 is hereby modified and amended to permit the filing and/or recording of the Subdivision Map with the Onondaga County Clerk’s Office within sixty-two (62) days from November 17, 2020.

RECORD OF VOTE

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

Continued DEIS Review – 9 Lot Subdivision

Applicant: Emerald Estates Properties, LP
Skaneateles, New York

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

Present: Don Spear, Applicant; Robert Eggleston, Eggleston & Krenzer Architects; John Langey, Costello Cooney & Fearon, PLLC; Rudy Zona, RZ Engineering;

Read Spear said that they had submitted the revised DEIS to the town last week and they had accepted 100% of the recommended changes to the document. Counsel Molnar stated that there are a few comments concerning the submitted DEIS that he would like to discuss with the applicant and the board. There are five items worthy of note beginning at page 31.

Page 31, There was a new comment added concerning the stockpile grading plan from January 2019 and the use of stockpile materials. Counsel Molnar stated that he had no concerns with the additional language in this section. The applicant referenced drawing SG-1 within exhibit 7 and goes on to explain the area that will be impacted, the area for the stockpiled material, and how the soils will be utilized in connection with the subdivision.

Page 47, third to last paragraph, required an edit at the end of the paragraph as it should end after “stretch of land.”

Page 56, second paragraph of alternative three, discusses project sponsor’s call to Dan Evans of Friday, October 2nd leaving a voice mail, and attempting to contact Peter Buehler, the current fire chief. He recommended that that section edited to include the letter from October 2, 2020 from the current fire chief that states that its position has not changed concerning design requirements for the proposed conservation road. This should also be included in the appendix as appendix 25.

Page 58, at the bottom of the page beginning with “The sponsor’s original proposal to leave the road untouched would have created no...” should be in with “The sponsor contends that”. The rest of the sentence also requires edit extending on to the top of page 59, for objectivity. It is the sponsor’s position and not the Planning Boards.

He continued saying that with those edits that Planning Board could consider this a complete DEIS ready to advance under the SEQR requirements with the filing of the notice of complete DEIS, make it available for review and comment, and advance further towards a final DEIS after comments have been received.

Chairman Southern stated that the board could confirm by motion the suggested edits by Counsel Molnar to the DEIS if the board agrees. Counsel Molnar stated that the Planning Board must determine the adequacy of the DEIS, then a public comment period should be held. The lead agency must issue a notice of completeness of the DEIS upon resubmission of the DEIS with the edits, which must be filed, distributed, and published as required under the SEQR regulations §617.2. Then a public comment period of at least 30 days with the comment period extending the 10 days following the close of a public hearing if there is one. Counsel Molnar recommended to the board to task him with the publishing and circulating notice of completion once this DEIS comes back. At the next meeting, the board could consider the next steps which would include reviewing interested party comments and moving toward a public hearing. When the board considers the DEIS with the proposed subdivision of this nature, it must be done simultaneously and include the plat plan and the DEIS. It would be at the next meeting the board could have feedback from interested parties and the board could consider what date it is going to choose for that public hearing. Member Kasper inquired on what the time frame would be for the changes to be made and Counsel Molnar stated that it was up to the applicant to make the changes, return it to him, and then ten days to publish and provide the notice as required under the regulations. Mr. Langey commented that the applicant will probably have the edits done before the end of this meeting.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin to affirm Counsel Molnar’s suggested edits, and request that Counsel Molnar provide written comments to the applicant for the final edit of the DEIS with the review by Counsel Molnar, worthy of publishing notice and filing thereof as a completed DEIS. The Board having been polled resulted in the unanimous affirmation of said motion.

RECORD OF VOTE

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

Member Winkelman inquired when the 30-day period begins, and Counsel Molnar said that it would start from the time of filing notice of a complete DEIS. Member Kasper inquired when the public hearing would

be. Counsel Molnar stated that after the lead agency accepts the DEIS, the public hearing cannot occur before 15 days after notice of public hearing nor greater than 60 days after the notice of public hearing. Member Kasper inquired if the final plat plan has been completed and Mr. Eggleston stated that it has not been prepared as they were waiting on acceptance of the sketch plan. Mr. Brodsky said that a preliminary plan should have been made at this stage of the subdivision review. Counsel Molnar recommended that a preliminary plat plan be created and attached to the DEIS so that when it is circulated to interested parties, it is part of it as one more exhibit as exhibit 26.

Sketch Plan- Special Permit/Site Plan Review

Applicant: Terrace Lane Association
5102 Reis Circle
Fayetteville, NY 13066

Property: 2130 Terrace Lane
Skaneateles, NY 13152
Tax parcel #057.-04-15.0

Present: Amanda Geihe, Terrace Lane Association President; Brian Madigan, Landscape Architect
CPESE, ID Group;

The Terrace Lane Association approached Mr. Madigan in late July for advice in replacing the stairs that is on the shared lakefront lot. The existing stairs to the lake are over 50 years old and is precarious to traverse. The proposed stairs would be placed further north than the existing steps and provide a series of landings to the existing dock. The staircase will be suspended over the slope and supported with 6x6 inch posts, and any ground disturbance would be for the installation of the supporting posts only. The staircase would be wood-framed and follow the informal ramp that is used to bring kayaks down to the dock. The existing stairs will be demolished with the existing posts removed or cut at grade. The area would be re-seeded with wildflowers. There are a couple of junipers that will be cut down with the roots kept intact.

Mr. Camp inquired on the method for the installation of the post holes and Mr. Madigan said that the new post holes would be dug with a manual post hole digger. Mr. Camp noted that a survey was not submitted with the application and Mr. Madigan said that the association could not locate one. They were hoping as this is a small project that a survey with topo would not be required. Chairman Southern stated that based on the location of the proposed staircase near the lake and shared lakefront recreation, that a survey with topo is required. Member Hamlin stated that it is difficult to discern the steepness of any slopes without a survey with topo. The application will continue once a survey with topography is submitted.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Kasper to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 7:54 p.m. as there being no further business.

Respectfully Submitted,
Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston

Nathaniel

Don Spear

Jared Seager

Marc Spear

Amanda Geihe

Read Spear

Jeff B. Davis

John Langey

Rudy Zona

David Ketchum

Mike O'Neill

Jeff Davis

Brian Carvalho