

**MEETING MINUTES**  
**November 19, 2013**  
**TOWN OF SKANEATELES PLANNING BOARD**

Mark J. Tucker, Chairman  
Elizabeth Estes  
Donald Kasper  
Joseph Southern  
Scott Winkelman  
Scott Molnar, Legal Counsel-Absent  
Doug Wickman, P.C. (C&S Engineers)  
Howard Brodsky, Town Planner  
Karen Barkdull, Secretary

Chairman Tucker opened the meeting at 7:30 p.m. The Planning Board will be conducting site visits on December 7, 2013. The meeting minutes of October 15, 2013 were previously distributed to the Board and all Members present acknowledged receipt of those minutes.

**WHEREFORE**, a motion was made by Member Southern and seconded by Member Kasper to approve the minutes with minor corrections. The Board having been polled resulted in the unanimous affirmance of said motion.

**RECORD OF VOTE**

Chair	Mark J. Tucker	[Yes]
Member	Joseph Southern	[Yes]
Member	Donald Kasper	[Yes]
Member	Scott Winkelman	[Yes]
Member	Elizabeth Estes	[Yes]

**Continued Review- Site Plan Review**

Applicant: Charles Keyes  
1010 Jewett Road  
Skaneateles, New York  
**Tax Map #045.-02-01.0**

Present: Charles Keyes, Applicant

The applicant has a 7.5-acre parcel with an existing four bedroom dwelling that they would like to turn into a bed and breakfast. One bedroom would be modified to a laundry facility with two bedrooms available for a bed and breakfast. There will be no supplemental parking as the existing property has three parking spaces in addition to the attached garage. Proposed is low voltage landscape lighting nearby parking area and a 2'x2' sign at the west side of the driveway entrance outside of the right of way. The septic system has been inspected and approved for a bed and breakfast and the proposed use is permitted in the RR district. The application was reviewed by the Onondaga County Planning Board with a modification recommended that the

Onondaga County Department of Health approved the existing septic system in their resolution dated October 16, 2013. The Onondaga County Health Department stated that they have no objections to the proposal in their review dated July 18, 2013. A site visit was conducted on October 12, 2013.

**WHEREAS**, the Planning Board declared this application a Type II action and not subject to SEQR review; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Skaneateles Planning Board **APPROVES** the special permit, with the following conditions:

1. That the Survey dated August 14, 2013 prepared by Paul Olszewski, be followed in all respects; and
2. Signing comply with Section 123 of the Town of Skaneateles code.

**Upon** a motion made Member Don Kasper and seconded by Member Scott Winkelman the Town of Skaneateles Planning Board hereby approves the application for a minor special permit with the above conditions.

**RECORD OF VOTE**

Chair	Mark J. Tucker	Present	[Yes]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	[Yes]

**Decision -Special Permit**

Applicant: Douglas Pinckney  
PH Properties  
700 West Genesee St  
Syracuse, New York

Property:  
1491 East Lake Road  
Skaneateles, New York  
**Tax Map #032.-03-24.0**

Present: Douglas Pinckney, Applicant; Robert Eggleston, Representative

The public hearing was conducted at the October 15, 2013 Planning Board Meeting. At that time, the SEQR review for an Unlisted Action was completed with a negative declaration determination. The Onondaga County Planning Board recommended the OCDOH formally accept or approved any septic system prior to subdivision of the property; that NYSDOT review access for the site and a drainage study or SWPPP may need to be completed in their resolution dated October 16, 2013. An updated site plan and narrative dated November 14, 2013 was submitted reflecting the removal of the existing office/apartment building located 120' from Route 20. Landscaping is proposed for the front and along the eastern side of the proposed pole barn. A new septic tank will be added to the existing leach field to service the proposed pole barn.

**NOW, THEREFORE, BE IT RESOLVED**, that the Skaneateles Planning Board **APPROVES** the Application for a special permit, with the following conditions:

1. That the Site Plan and narrative, dated November 14, 2013 and prepared by Robert Eggleston, be followed in all respects; and
2. That the Applicant shall obtain all necessary permits and approvals from the New York State Department of Transportation; and
3. That Special Permit shall expire if the applicant fails to comply with the conditions stated herein within 18 months of its issuance, or if its time limit expires without renewal.

**Upon** a motion made Member Joseph Southern and seconded by Member Scott Winkelman the Town of Skaneateles Planning Board hereby approves the application for a minor special permit with the above conditions.

**RECORD OF VOTE**

Chair	Mark J. Tucker	Present	[Yes]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	[Yes]

**Public Hearing- Subdivision**

Applicant: H. William Edwards, III  
1344 Old Seneca Tpke  
Skaneateles, New York  
**Tax Map #029.-02-02.0**

Present: William Rosbrook, Attorney

No one requested for the public hearing notice read. The Onondaga County Planning Board recommended that OCDOT provide a driveway permit for proposed access on Old Seneca Turnpike in their resolution dated October 16; 2013. A site visit was on October 12, 2013.

The applicant is proposing a two-lot subdivision to fulfill a stipulation of his mother's estate. Parcel A is proposed at 5± acres including the dwelling with garage, and Parcel B at 298.5± acres, with the lots pinned along the road frontage. The updated survey dated October 16, 2013 reflects both barn/garages on the proposed lot. Access to the farmed 200 +/- acre lot is from the existing farm driveway.

At this time, the Board determined that the application was an Unlisted Action and reviewed the short form SEQR. In evaluating each of the criteria set forth in Part II (A) of the short form EAF, the Board determined that the action does not exceed any type I threshold. Part II (B) No. The Board did not find any significant adverse environment impacts. Part II (C) No, the Board did not find any adverse effects. Part II (D) No, the Board determined that the project would not have any an impact on the environmental characteristics that caused the CEA. Part II (E) No, the

Board determined that there is no controversy related to potential adverse environmental impacts.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Southern to declare 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 affirmance of said motion.

At this time, Chairman Tucker opened the Public Hearing. No one spoke in favor, in opposition or had any other comments regarding the proposal

**WHEREFORE**, a motion was made by Member Southern and seconded by Member Winkelman 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 by Member Southern and seconded by Member Winkelman, the Skaneateles Planning Board **APPROVES** the Application for Subdivision, with the following conditions:

1. The Subdivision map dated October 21, 2013 prepared by Richard W. Wheeling be submitted (“Map”), for the Planning Board Chairman’s review and signature within 180 days from the signing of the resolution; and
2. 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	Mark J. Tucker	Present	[Yes]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	]Yes]

**Decision-Special Permit/ Site Plan Review**

Applicant: Steven Miron  
2987 East Lake LLC  
4 Times Square, 23<sup>rd</sup> Floor  
New York, New York 10036

Property:  
2987 East Lake Road  
Skaneateles, New York 13152  
**Tax Map #039.-01-18.1**

Present: Steven Breitzka, EDR; Jo Anne Gagliano, EDR; Leif Kallquist, HKK; Chris Norris, HHK

The draft resolution was circulated to all parties prior to this meeting; however, Ms. Gagliano stated that she had received the draft earlier today and did not feel there was sufficient time to review. Mr. Breitzka stated that there were a few points in the resolution that needed modification. Continuity – green roof restored within 14 days – this is logistically problematic

due to weather conditions, etc. He recommends initiating contact with the Town CEO within 14 days to determine timeline for remediation. Inspection- he recommended a sunset on annual inspections. The Board expressed their interest in maintaining the annual inspections on this green technology. Inspection – Mr. Breitzka stated that the language makes his client bound to every legislation change in perpetuity and suggested that the language should remove “mandatory compliance” and treat the green roof under regular zoning code as pre-existing nonconforming if enacted zoning was different than what will be approved with this application.

The erosion control plan was submitted and approved by Doug Wickman. Member Estes inquired about the contingency plan if the green roof completely fails. The contingency plan if the green roof failed completely is addressed in the proposed resolution.

**WHEREFORE**, a motion was made by Chairman Tucker and seconded by Member Kasper to make the Board determination on *Tuesday, December 17, 2013 at 7:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

### **Sketch Plan- Special Permit**

Applicant: Joan Socci  
2781 East Lake Road  
Skaneateles, New York  
**Tax Map #038.-01-22.0**

Present: Robert Eggleston, Architect

The applicant acquired the nonconforming property from her mother several years ago. The dwelling is located within 50’ of the lake line with all but 60’ of the shoreline is protected with a concrete seawall. The exposed 60’ of southern shoreline is eroding and the applicant would like to install a larch seawall to protect the shoreline. Included in the proposal is replacement of the failing 9’ retaining wall on the south side of the dwelling and an 8’ retaining wall on the north side of the dwelling. The retaining wall will consist of timber walls with stone back fill and 6” to 12” rock placed at the toe of the wall. The 60’ length of shoreline was determined based on the survey whereas the prior measurements completed by the contractor were estimates.

The DEC has extended the work permit through December 31, 2013. Member Kasper requested clarification of the high water mark. Mr. Eggleston stated that the high water mark goes up to the seawall in front of the patio and dwelling. Member Winkelman inquired why the retaining wall is proposed out of larch rather than stone or cement. Mr. Eggleston commented that he was hired to assist with the proposal recently and that the contractor had developed the design. Member Winkelman inquired on the design’s ability to respond to wave action Mr. Eggleston stated that the rocks in front of the wall would break up the wave action. A site visit will be conducted on December 7, 2013.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Southern to schedule the public hearing for *Tuesday, December 17, 2013 at 7:45 pm.* The Board having been polled resulted in the unanimous affirmation of said motion.

**Public Hearing -Subdivision**

Applicant: Michael O'Brien  
8 Paul Street 70  
Marcellus, NY

Property:  
4000 State Street Road  
Skaneateles, New York 13152  
**Tax Map # 029.-03-07.0**

Present: Michael O'Brien, Applicant

No one requested for the public hearing notice read. The Onondaga County Planning Board recommended that Lot 2 might not be depicted as a building lot until a septic system design has been approved by the OCDOH in their resolution dated November 6, 2013. NYSDOT has given approval for driveway access onto State Route 321 for the proposed lot 2 in their letter dated April 3, 2013.

The proposed two-lot subdivision will create a 5 +/- acre lot with 300' of road frontage with the remaining lot of 14+/- acres including a single-family dwelling.

At this time, the Board determined that the application was an Unlisted Action and reviewed the short form SEQR. In evaluating each of the criteria set forth in Part II (A) of the short form EAF, the Board determined that the action does not exceed any type I threshold. Part II (B) No. The Board did not find any significant adverse environment impacts. Part II (C) No, the Board did not find any adverse effects. Part II (D) No, the Board determined that the project would not have any an impact on the environmental characteristics that caused the CEA. Part II (E) No, the Board determined that there is no controversy related to potential adverse environmental impacts.

**WHEREFORE**, a motion was made by Member Southern and seconded by Member Winkelman to declare 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 affirmance of said motion.

At this time, Chairman Tucker opened the Public Hearing. No one spoke in favor of the proposal. Chairman Tucker asked if there was anyone wishing to speak in opposition, or had any other comments. Julie Herbst, Harrison Boyer, and Mark Murray, neighbors across Route 321, all expressed concern regarding the drainage impact of future development of the proposed lot. It was recommended that the Board place a stipulation of the proposed lot to have site plan review required.

**WHEREFORE**, a motion was made by Member Southern and seconded by Member Estes 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 by Member Winkelman and seconded by Chairman Tucker, the Skaneateles Planning Board **APPROVES** the Application for Subdivision, with the following conditions:

3. The Subdivision map dated October 25, 2013 prepared by Paul Olszewski be modified with the removal of the proposed structure on lot 2 and submitted (“Map”), for the Planning Board Chairman’s review and signature within 180 days from the signing of the resolution; and
4. Site Plan Review required for Lot 2 including drainage plans at time of development of the lot; and
5. 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	Mark J. Tucker	Present	[Yes]
Member	Joseph Southern	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Elizabeth Estes	Present	]Yes]

**Sketch Plan- Special Permit**

Applicant: Joseph Wilson  
 2426 Wave Way  
 Skaneateles, New York  
**Tax Map #056.-02-39.0**

Present: Joseph Wilson, Applicant; Thomas Trytek, Representative

Proposed is a ready rock retaining wall 100’ long by 5’ high with a mid-level deck and access stairs. There are existing several timber crib style docks with two docks entirely within the mean high water. Impermeable surface coverage is 18.1% existing with no proposed change in the coverage, and will require a special permit for redevelopment. Existing shoreline structures are 430.5SF with a proposed 660SF, over the 600SF allowed for this lot. Mr. Brodsky stated that a variance would be required unless the dock is reduced by 60SF and the open space level maintained or improved. A site visit will be conducted on December 7, 2013.

**WHEREFORE**, a motion was made by Chairman Tucker and seconded by Member Southern to schedule the public hearing for *Tuesday, December 17, 2013 at 8:00 pm.* The Board having been polled resulted in the unanimous affirmation of said motion.

**Discussion- Special Permit**

Applicant: Douglas Hamlin  
 2052 West Lake Road  
 Skaneateles, New York  
**Tax Map #058.-01-29.0**

Present:  
 Douglas & Pamela Hamlin, Applicants; Scott McClurg, Contractor; Guy Donahoe, Architect

A site visit was conducted by the Board on November 2, 2013. The as built survey reflects a 334SF overage in impermeable surface previously approved in 2011. The sidewalk grouting will be converted from a poly-metric sand to a conventional permeable surface fill. This will reduce the overage by 123SF. 10SF is for the overhang edge of the retaining wall that should be removed from the impermeable surface calculations; a grass strip down part of the driveway could accommodate the remaining 191SF overage. Wheelchair accessibility on the driveway needs to be 40-42" in width and consideration should be given in the design of the grass strip. The existing driveway is 8.5' wide with a turn-around by the dwelling and cannot be narrowed any further or turn-around removed without affecting the safe egress.

When the design of the new dwelling was created, it was placed 50' further back from the lake and closer to the road to reduce the impermeable surface. The dwelling cannot cost-effectively be reduced in size and was constructed to the same footprint that was approved in 2011. The shoreline was reinforced with timbers and stabilized for further erosion, assisting with the control of runoff into the lake.

The Board recommended redesign of the driveway with the addition of the grass strip to achieve 11.36% impermeable surface coverage that was previously approved. The concrete sides of the driveway cannot be widened as the leach field and distribution box is 18" from the driveway. The applicant will re-design the drive and re-approach the Board for approval. Construction would not be able to commence until the spring of 2014.

#### **Discussion**

The Board may need to have reference guidelines for the use of grass driveway strips that addresses the height of the grass strip, slope of cement, etc.

#### **Discussion**

It was suggested that the monetary calculation for the Town's Land and Development Rights Acquisition Fund might need to be increased to be in keeping with the economics of today.

There being no further business the Planning Board meeting adjourned at 9:50 p.m.

Respectfully Submitted,

Karen Barkdull, Secretary