

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
July 20, 2021**

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

Chair Kasper opened the meeting at 6:30 p.m. and welcomed the board's newest member, Jon Holbein.. The meeting minutes of July 20, 2021 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]

Continued Review- Site Plan Review

Applicant:	Carl Tucker	Property:
	Eloise Meadowcroft	2334 Thornton Grove
	353 Wellington Terrace	Skaneateles, NY 13152
	Jenkintown, PA 19046	Tax Map #056.-03-14.0

Present: Carl Tucker, Dale Meadowcroft, Applicants; Robert Eggleston, Eggleston & Krenzer Architects

Proposed is a second-floor addition to the dwelling that will be maintained as a 3-bedroom dwelling. The existing 22x22 foot carport will be expanded six feet over the existing tarvia. The expanded carport will be enclosed to create a garage with storage space above. The driveway has been reduced to the maximum extent possible and the driveway in front of the carport/garage will be reduced to 22 feet in width, while still providing accommodation for wheelchair accessibility. There will be permeable pavers between the garage and dwelling to access the dwelling safely. Two bioswales will be constructed to treat the stormwater from the driveway and structures.

WHEREAS, a motion was made by Chair Kasper and seconded by Member Winkelman, the Planning Board adopted the prior SEQR determination classifying this application as a Type II action pursuant to 6 NYCRR617.5(c)(9) and not subject to further review under SEQR. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and duly seconded by Member Jon Holbein, and after an affirmative vote of all members present, as

recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan, with standard conditions and the following additional 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; and
2. The Site Plan 1 of 4 dated June 30, 2021, and 2 of 4 through 4 of 4, dated May 28, 2021, and Revised Narrative with Construction Sequence dated July 1, 2021, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
3. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$250 for engineering review; and
4. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or the Application.

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]

Continued Review- Site Plan Review

Applicant: McCarthy 2014 Trust	Property:
Kathleen McCarthy	1247 Longview Shores
2720 27 th Street	Skaneateles, NY 13152
Astoria, NY 11102	Tax Map #054.-01-08.1

Present: Geri Bruni, Applicant; Robert Eggleston, Eggleston & Krenzer Architects

Based on the last site visit, and in conjunction with the applicant’s desire to convert his lawn to wildflower meadows on the property to the west, the site plan has been modified to reflect wildflower meadows on this property outside of the septic fields which would remain lawn. Lawn would also remain around the proposed dwelling and along the driveway. There will also be some walking paths for the occupants to access the lake.

The bioswale located on the northeastern area has been oversized to manage the stormwater from the property in addition to any that may come from the fire lane. The outlet for the bioswale will be into the stone in the ditch. The other bioswales will pick up the stormwater from the driveway and from the dwelling. In researching the drainage on the road, there are two four-inch pipes with one coming out at the Fisher property spilling onto the McCarthy property, and the other onto the Fisher property. The ditch along the road has been lined with gabion baskets filled with rocks that were put in to control the existing drainage. Member Winkelman commented that this property is all woodlands, and it is proposed to be lawn and meadow. Mr. Eggleston said that there will be detention ponds, and Mr. Camp added that he has less concern about runoff since they are showing meadows area rather than lawn. Mr. Camp agreed with Member Winkelman that the 4-inch pipe is small, and it is an improvement. Mr. Camp stated that as it is shown, it will be a deep excavation of four feet below the road, which is more storage that existing now, and there still could be a storm event that flows onto the road. Chair Kasper inquired if the pipe under the road could be enlarged, and Mr. Eggleston said that it was a possibility, although there is no good place for

it to go other then on the street on the downslope side of the road. Mr. Eggleston commented that it goes onto the lawn currently; Mr. Camp said that there have not been any calculations done, however the fact that there will be meadow, the fact that there will be three bioswales, and that fact that the lowest one is set down quite a bit as per the grading plan are good mitigating measures.

Mr. Brodsky inquired if the applicant will be maintaining the meadows, and as the meadows are important to the plan. Mr. Eggleston said that they would be cut annually. Mr. Brodsky said that it should be noted as a condition of approval as the areas should not be converted to grass.

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

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Chair Donald Kasper and duly seconded by Member Jonathan Holbein, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan, with standard conditions and the following additional 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; and
2. The Site Plan 1A of 4 dated July 21, 2021, be amended to reflect with notation that wildflowers are to be maintained and cut oncer per year maximum in applicable areas, and, as amended together with Site Plans 1B of 4 through 4 of 4, dated June 29, 2021, and Revised Narrative with Construction Sequence dated July 1, 2021, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
3. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$250 for engineering review; and
4. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or the Application.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[No]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]

Sketch Plan-Site Plan Review

Applicant: Tom & Mellissa Zell
 1265 Oak Bluff
 Skaneateles, NY 13152
Tax Map #054.-02-04.1

No one was present to represent the application, and as such, the application will be added to the August Planning Board meeting schedule.

Sketch Plan-Site Plan Review

Applicant: Eric Brillo
1780 Coon Hill Rd
Skaneateles, NY 13152

Property:
1760 Coon Hill Rd
Skaneateles, NY 13152
Tax Map #035.-04-20.0

Present: Eric Brillo, Applicant; Tim Johnson, Anchor QEA

Mr. Johnson stated that as part of their effort to work with the SLA to identify projects in the lake watershed that can reduce sediment going into the lake, and this property is one as it has a tributary that goes by the Pajak property before entering the lake. There has been some remediation near the lower portion of the creek near the Pajak property and following the creek up, the Brillo property has an old farm pond adjacent to the upper portion of Willowcreek. The objective is to take stormwater from a higher rain event and push it offline by having the water run through two ponds to treat and slow the stormwater before it reenters the creek and heads towards the lake. Mr. Brillo is interested in supporting the project with SLA support, and Mr. Brillo would be able to assist with the construction of the secondary pond. The site has been viewed by the various agencies, and there is concurrence that a secondary pond could assist with slowing down the stormwater.

There will be a diversion structure within the channel that would allow the base flow to continue through regular flow conditions, and as stormwater hits and the velocity increases, the diversionary structure would push the stormwater offline to the channel on the east side of the current pond into the new pond. There will be diversion log structures to function as a rate control and push the flow into the proposed pond, then into the current pond, then flow back into the creek. They would be using natural materials as much as possible with hardwood logs that are tied into dead men outside the width of the channel, and it will be robust in design. There will be rip rap in the slopes to create the diversionary path when the storm events occur.

In the lower portion of the outflow channel will be larger stone as it heads out of the lower pond to the creek. They do not want any additional erosion to occur as it discharges back to the creek. ACOE has commented and the NYSDEC permit is pending. A sediment and erosion control plan will be forthcoming.

Member Winkelman inquired if the old pond is functioning as a detention pond today as the applicant had constructed new buildings on the property a few years ago. Mr. Johnson said that there is an existing slope from the building that drains onto the existing pond that sheet flows across the land. Chair Kasper inquired how far the stream extends and Mr. Johnson said that the watershed is 700-800 feet, and this is approximately halfway up. Further up it drops into a shale ravine then heads past the Pajaks to the lake. Member Winkelman commented that it starts up on the east side of Rickard Road. Member Winkelman commented that this is a great project as it is a solution that is further back from the lake where it can have a better influence on the water quality entering the lake.

Mr. Camp commented that the slopes in the diversion structure would be 1 on 1 cut slopes. Mr. Johnson said that they are trying to limit the amount of tree removal to the east side of the proposal. The 1 on 1 slopes will be hydroseeded and they are trying to limit the width of that without infringing on the new pond. They do not want a bypass created that bypasses the diversion structure. Mr. Camp stated that 1 on 1 slope is very steep, and it will be difficult to hydroseed on the seven-foot-tall face. Mr. Johnson said that on that slope to the side can be modified if the board would be more comfortable with it. Mr. Camp queried if more detail will be provided on the plans and Mr. Johnson responded that they intend to submit an erosion control plan that would include a silt fence around the work area. The area to the north will have staged

material that will also be silt fenced and any area that has a chance to get to the creek and diversion channel. Also, any work that will be done in the creek will be done before October 1, 2021, to not interfere with fish spawning. The water will be diverted out of the creek before work is commenced in the creek. Mr. Camp requested that the construction sequence be included on the plans for the board to review. He continued asking who will be maintaining the improvements once completed and Mr. Johnson stated that it would be the applicant.

Member Winkelman inquired if the applicant has considered piping the stormwater from the diversion ditch to the new pond and Mr. Johnson stated that NYSDEC is not in favor of that technique. Mr. Camp inquired what the frequency that it will overflow and if any calculations were done for the design. Mr. Johnson replied that they laid out the elevations of the lower logs that would have a cut in it several feet wide to allow that base flow that is about six inches deep, and the elevation with the top log is 10 to 2. Anything that goes above that will push to the bypass channel. What happens above base flow is what they are trying to push offline. Chair Kasper inquired if the notch would plug back up. Mr. Johnson explained that it is a gradual notch of the lower log with the base of the channel coming up to it. Chair Kasper commented that debris could get caught in there and stop the flow to the bypass channel. Mr. Johnson said that it is a level area and anytime there is a large storm the applicant would go out and look. He will be able to see it from his back yard if it backs up. Chair Kasper commented that it seems that brush or cattails could plug it up. Mr. Camp said that it would probably happen, and it would probably develop a new stream. Mr. Johnson said that periodic checks will need to be done. Member Winkelman commented that the SLA will probably be doing site visits and can also be stewards. Mr. Johnson said that they function as a catalyst for these improvements providing resources to move the project forward. The applicant is going to perform the construction side of it; and it is the owner's responsibility for the construction of it, not SLA. Member Holbein inquired on the lifespan of the log structure and Mr. Johnson said that the hardwood logs will have limited exposure to oxygen. They will be hickory or maple for the long-life span. The length of the logs, the size of the dead men and the cabling used would be able to manage a large storm event. A site visit will be conducted on July 27, 2021.

Sketch Plan-Special Permit/Site Plan Review

Applicant:	WS Acquisitions	Property:
	Peter White & Mary Socci	1737 Russell's Landing
	26 Doubloon Drive	Skaneateles, NY 13152
	Hilton Head, SC 29928	Tax Map #063.-03-02.1

Present: Peter White, Mary Socci, Applicants; Robert Eggleston, Eggleston & Krenzer Architects

The property has an existing two-bedroom cottage, freestanding garage and carport, and a guest house. Proposed is the demolition of all the structures, and construction of a dwelling on a similar footprint to the existing dwelling. Also, the garage with accessory apartment will be built on a similar footprint to the existing guest house. The dwelling will require a variance for lake yard setback, with all other setbacks conforming to zoning code. The existing guest house and garage are nonconforming, and the impermeable surface coverage is 11.3%. The proposed location for the garage and accessory apartment will be conforming to setbacks and do not require any variances; the impermeable surface coverage is being reduced to 8.4%. Total lot coverage will be reduced to 14.2%.

The living area is being enlarged increasing the living area from 8.2% to 10%, with the total footprint being reduced from 8.2% to 6.4%, making it less nonconforming. The Zoning Board of Appeals will be conducting a site visit this week with a public hearing for the lake yard setback variance next month.

The power line will be relocated to the road right of way to allow required setbacks of the structures from the power lines. The septic system will be replaced that will be more than 100 feet from the lake. Two bioswales will be installed to control stormwater on the property. This lot is not too dissimilar to the Szemis property, and with consultation with Mr. Camp, they have located the bioswales away from the steep slope area by the lake. The bioswales are oversized with double underdrains to not oversaturate the ground that will direct the stormwater to the lake. The applicant will also be utilizing rain barrel cisterns to collect the stormwater for irrigation for a garden/orchard area east of the accessory apartment. They will be using solar power for the property.

Member Winkelman inquired about the existing vegetation on the property and Mr. Eggleston stated that it is lawn and there are some trees that have been indicated on the site plan that they intend to keep. Chair Kasper asked why the accessory apartment is not attached to the dwelling and Mr. Camp commented that there is a big elevation change in the area. Mr. Camp continued saying that he has already been to the site at Mr. Eggleston's request. The property is different than the Szemis property in that in the middle of the Szemis property there was a sheer limestone cliff. This lot has a similar situation with the different levels but this one did not have a sheer face between them. The relative sheer face is not shown on the drawing as it is further away. After discussion, the bioswales are proposed further away and piping the discharge over the cliff down to the lake made sense for this site. Mr. Eggleston added that the cliff is more vegetated unlike the Szemis and Johnson properties.

Member Hamlin inquired if the access to the lake is existing, and Mr. Eggleston confirmed that it is all existing and will be maintained or repaired where needed. A site visit will be conducted on July 27, 2021.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Winkelman to schedule a public hearing on **Tuesday, August 17, 2021 at 6:30 pm. at 6:30 p.m.** The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan-2 lot Subdivision

Applicant: Marian Wirsig Trust
Martin & Marian Wirsig
29 Abdallah Ave
Cortland, NY 13045

Property:
1665 Pork Street
Skaneateles, NY 13152
Tax Map #034.-04-15.0 & 034.-04-16.0

Present: Robert Eggleston, Eggleston & Krenzer Architects

There are two lots with one being a vacant lot and the other with an existing house and outbuildings. It was subdivided without Planning Board approval in the 1980s. They are proposing a two-lot conservation subdivision as there is insufficient road frontage to accommodate a conventional subdivision. There is a watercourse that bisects the back half of the property that feeds into Sucker Brook. With a conservation subdivision you are allowed to have 1 acre lots and Lot A will be one acre, lot B will have one acre of developable land and the remaining 3.2 areas would be placed in conservation.

On the north side of the watercourse is a simple barn and the old milk house that contains the well is in the proposed conservation area. The prospective buyer for lot B is interested in the farmstead; they wanted a broad frontage to be more workable for a potential garden and chickens. The proposed front yard setback would be 60 feet, 30-foot rear yard setback for lot B, 15-foot side yard setbacks for both lots, and a 50-foot rear yard setback for lot A as that is where the 100-foot setback to the watercourse is located

The prospective buyer for lot B would like to improve the existing dwelling, have a pole barn, chicken coops, and a bridge over the creek. The watercourse is seasonal and only twelve feet wide bank to bank. There is a list of things they would like to have considered to be allowed in the conservation area. The septic system for the dwelling is old and they may need to replace it. They would like the option of placing it in the conservation area, and they would like to also keep the pumphouse well in the conservation area. The zoning law says that any activity in the conservation area should not take away from the open space value of the conservation area. If there were three lots developed, and the conservation was a third lot there would not be an issue for the lot setback; however, if the lot is on the same lot as the buildable area there should be a 100-foot setback to the primary dwelling. In this case the primary dwelling is approximately set 100 foot back. With the Brown subdivision the Planning Board allowed shorter than a 100-foot setback to the conservation area and they are asking for that here again.

Chair Kasper asking on the size of the existing barn that would be located on lot B and Mr. Eggleston said that it is 486 square feet. Member Winkelman recommended that the conservation area be delineated with a fence post and inquired of the existing vegetation of the conservation area. Mr. Eggleston said that it is mowed mostly to the east in the conservation area. There area trees up on the east side and it is anticipated that it will be maintained.

Mr. Brodsky inquired if the conservation easement language has been prepared and Mr. Eggleston stated that they are drafting it similarly to the Brown conservation easement. Mr. Brodsky suggested that the language be drafted prior to the next meeting and that a list of items that the applicant would like to do is included in the conservation easement language that then can be reviewed by the Planning Board. Mr. Eggleston explained that Lot B can have 9,333 square feet of impermeable surface coverage, Lot A can have 8,800 square feet of impermeable surface coverage and there would be 4,563 square feet left over to max out the 10% impermeable surface coverage for the subdivision. They have two existing structures in there that totals 691 square feet; if there were to put in bridge, and poultry coop, they would be covered. Mr. Brodsky inquired on how the applicant would access the barn on the other side of the creek and Mr. Eggleston said that it would be a bridge that could accommodate a tractor or lawn equipment. Chair Kasper said that he would not like to see additional structures in the conservation area, maybe a chicken coop as they are getting a lot of benefit with the conservation subdivision. Member Winkelman stated that it would be best for the watershed to let it reforest and then they could get their own firewood or hunt on the property. A site visit will be conducted on July 27, 2021.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Holbein to schedule a public hearing on ***Tuesday, August 17, 2021 at 6:40 pm. at 6:30 p.m.*** The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan-Site Plan Review

Applicant:	Linda Lavery	Property:
	2864 Nunnery Road	Pork St-future lot A
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #034.-04-15.0

Present: Robert Eggleston, Eggleston & Krenzer Architects

The applicant is under contract to purchase lot A of the Wirsig subdivision. Proposed is a single level dwelling with a proposed septic system located 100-150 feet from the watercourse. The footprint of the garage, house and porch is 2,400 square feet. There will be a driveway turnaround and the property will be at 9.9% impermeable surface coverage and total lot coverage of 10.2%. Two bioswales are proposed with the southern bioswale collecting water off the driveway and the northern one collecting stormwater from

the dwelling gutters. The application requires site plan review for construction within 200 feet of a watercourse. Mr. Camp commented that the stormwater facility to the south should drain to the road ditch rather than the septic field as there is a ridge there, and the site plan should also reflect this. Approval of the site plan is dependent on the approval of the Wirsig subdivision. A site visit will be conducted on July 27, 2021.

Amendment Request-33 lot subdivision

Applicant: Fox Run Subdivision
Jordan Road Town Homes LLC Property:
4302 Jordan Rd County Line Road
Skaneateles, NY 13152 Skaneateles, NY 13152
Tax Map #018.-02-29.1

Present: Chris Graham, Applicants; Robert Eggleston, Eggleston & Krenzer Architects

The applicant would like to modify the subdivision project to allow for phasing of the project. Phase 1 would have 14 lots created, Phase 2 would have 10 lots and phase 3 would have 9 lots. The infrastructure work for phase 1 would include the southern road with a temporary hammerhead and stormwater facility; phase 2 would extend the eastern road with a temporary hammerhead and eastern stormwater facility; the final phase would construct the final portion of the road loop. The waterline will be extended up to County Line Road by the southern portion of the road as part of the first phase and that will allow the town to eventually connect to Phillips and Stump Roads. An updated part 1 of the LEAF has been submitted to reflect the proposed phasing. The applicant is also the owner of the property.

Chair Kasper commented that half the road could be constructed with phase 1 and the second half for phase 2, and phase 3 could be the inter-lot driveways. He inquired if there have been any conversation with the highway superintendent. Mr. Camp said that he had contacted Allan who commented that he would like to test the turnarounds to ensure that his equipment and safety maneuver. Chair Kasper requested that the applicant also contact the fire department concerning the proposed phasing of the road. Mr. Camp commented that the proposed phasing plan for the stormwater facilities does make sense. Chair Kasper reminded the applicant and his representative that any acceptance of the road as a town road would be through the Town Board, and they would determine whether they would want to accept dedication in phases. Mr. Camp commented that the board should review this amendment with the assumption that phases 2 and 3 may never happen. The biggest item to consider is the turnaround and the applicant would need to coordinate with the highway superintendent.

Counsel Molnar recommended that the board should redo the SEQR because of the requested modification. Mr. Eggleston stated that page 3 and 4 of the LEAF were the only pages modified under questions D and E.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin for Counsel Molnar to provide notice to interested parties that the Planning Board requests to be assigned lead agency for the SEQR review. The Board having been polled resulted in the unanimous affirmation of said motion.

The board will perform the SEQR review for this Type 1 action at next month's meeting.

Discussion

Chair Kasper requested that Mr. Camp provide his feedback regarding the Dowling Creek project based on his recent site visit. Mr. Camp reviewed with the board the completion of the stream remediation work on

a portion of Dowling Creek. In the future the projects will be better reviewed for the technical aspects of the projects. Member Hamlin inquired if there will be a way to measure the effectiveness of these projects going forward. Mr. Camp said that with the Brillo project they are creating a sump, an area that will serve as a sediment trap, as that fills up it will be an indication of its effectiveness; for it to be effective it needs to be maintained. Mr. Johnson said that the SLA has a lot of good intentions and a lot of parties involved, and the dynamics of how the group functions in combination with the town requirements for an application did delay the project, Some of the details were not provided on that project but they are now working with the SLA to provide a more complete application for the board.

Discussion

A letter was sent to the Town Board regarding changes to §148-8-9-G, with the recommendation that the ZBA maintain authority concerning increases in nonconforming impermeable surface coverage. In addition, two other suggested changes to §148-8-9 were made. §148-8-9-F.2 should be modified to reflect that an applicant would receive credit for what was previously paid into the DRA fund towards any future modifications. Payment would be required for anything is excess of the DRA fees. The second suggested modification to §148-8-9-F, is “For the purpose of this Section 148-8-9, redevelopment of a lot specifically excludes alteration of paved surfaces and driveways which reduces impermeable surface coverage.”. Mr. Eggleston suggested that the town also consider his comments that were submitted last year as part of the public hearing for the adoption of the zoning code last fall.

Discussion

Mr. Brodsky is working on a revised draft of the Planned Development District (PDD) legislation to include more detail on the process and criteria. The town of Clay has language that could be amended for the towns draft. Once reviewed it will be presented to all the boards at the next staff meeting.

WHEREFORE, a motion was made by Member Winkelman and seconded by Chair Kasper to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 8:22 p.m. as there being no further business.

Respectfully Submitted,
Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston	Micha3l Santariello
Kyle Pelizzan	Dale Meadowcroft
Kathleen McCarthy	Chris Buff
Carl Tucker	