

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
November 19, 2019**

Joseph Southern
Donald Kasper
Scott Winkelman
Douglas Hamlin
Jill Marshall
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 October 15, 2019 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 Marshall 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]
Member	Jill Marshall	Present	[Yes]

Public Hearing- Subdivision

Applicant: Richard Cuddeback
1076 State Rte 38A
Skaneateles NY 13152
Tax parcel #060.-03-05.0

Present: Mr. & Mrs. Cuddeback, Applicants; Davie Loftus, Attorney;

The applicants would like to subdivide the 41.4-acre agricultural/residential property into two lots with one lot consisting of 2.4 acres including all structures, and the remaining vacant land consisting of 39 acres. The applicant intends to sell all of his agricultural land, including the 39-acre parcel, to Mr. Dirk Young to continue to be farmed. Farm access to the vacant lot can occur anywhere along the road, as there is clear sight visibility along the road in the area. Impermeable surface coverage calculations reflect that the 2.4-acre lot is conforming.

WHEREAS, a motion was made by Member Marshall and seconded by Member Winkelman the Planning Board classified this application a Type II action pursuant to 6 NYCRR617.5(c)(4) and not subject to further review under SEQR. The Board having been polled resulted in the affirmance of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the proposal. Dirk Young, neighbor to the north and west, 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.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the proposal. No one spoke in opposition or had other comments. 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 affirmation of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Chairman Joseph Southern and duly seconded by Member Donald Kasper, 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. The Site Plan 1 of 1, elevations and floor plans 1 of 4 through 4 of 4 dated September 30, 2019, and narrative and construction sequence dated October 1, 2019, will be amended to include a note that reflects the drainage plan for the structures, prepared by Robert O. Eggleston, Licensed Architect, and then be strictly followed; and
3. That the Applicant shall obtain all necessary permits and approvals from OCDOH and any agency or authority having jurisdiction over the Property or the Application; and
4. 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
5. 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]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

Discussion

Member Winkelman informed the board that New York State now has funding opportunities for the agricultural community to assist in placing agricultural land into conservation. The Fesko farm was awarded \$637,000 for 164 acres that had the development rights placed into conservation. A dairy farm in Pompey was awarded \$2,000,000 for 800 acres placed in conservation.

Discussion

Member Winkelman asked how about the SCS Varsity Boys Soccer team winning States. He then stated that he is feeling old because he coached the coach who is Aaron Moss. Chairman. Southern stated, “how do you think that makes me feel: I coached the coach’s coach which was you”.

Public Hearing-Minor Special Permit/Site Plan Review

Applicant	Christopher Kelly 3628 Blackford Club Drive Marietta, GA 30062	Property: 3355 East Lake Rd Skaneateles, NY 13152 Tax Map #041.-01-27.1
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Present: Chris Kelly, Applicant; Robert Eggleston, Robert O. Eggleston Architect;
The proposal is to rebuild the house that will conform to all of the setbacks. The tennis court will be kept and a portion of the circular drive will be removed to keep the property at 16.3% impermeable surface coverage. The shoreline shed will be replaced with a larger one and placed in a similar location. Included in the proposal are two bio swales for stormwater control. One will be placed to the east of the tennis court to capture stormwater for the court and the second bio-swale will be placed fifty feet from the shoreline to capture stormwater runoff from the dwelling.

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

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the proposal. No one spoke in opposition or had other comments. 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 Hamlin and seconded by Member Marshall 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. The Site Plan 1 of 2 through 2 of 2, elevations and floor plans 1 of 3 through 3 of 3, and narrative and construction sequence dated October 1, 2019, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and

3. That the Applicant establish an escrow account with the Town of Skaneateles for engineering review in the amount of \$250; and
4. That the Applicant shall obtain all necessary permits and approvals from OCDOH and any agency or authority having jurisdiction over the Property or the Application; 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]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

Public Hearing- Special Permit/Site Plan Review

Applicant: Joshua Miller
 1410 East Genesee St
 Skaneateles NY 13152
 Tax parcel: 042.-01-11.0

Present: Josh Miller, Applicant; Robert Eggleston, Robert O. Eggleston Architect;

The applicant has recently acquired the property and businesses located on the lot that consist of metal fabrication and auto service uses that were granted special permits in the 1980s and have been in continuous use. The property had also received a special permit for retail/art studio use in 2016, and the applicant would like to change that use to auto/lawn equipment retail. His existing Skaneateles small engine repair will be relocated to this property. The Petrol Motion sales will be located in the western building taking over the auto repair. The business restores vintage and European cars and sells 6-7 cars a year. The main building will be for metal fabrication, small engine repair and for retail of lawn and yard care equipment.

The owner would also like to display 4-5 tractors on the lawn along the road with the inventory parked along the west side of the property. Included in the proposal is that the entrance along the road will be defined more clearly. A recent survey has been produced that reflects a watercourse that runs behind the main building. The culvert by the receiving door is in good shape; however, the stream and three stacked culverts by the entrance to the back parking lot are in disrepair. A 20 foot by 4 foot diameter culvert has replaced the failing culverts. The stream will be armored with rock along the creek and will be installed after July 15, 2020 as per the DEC permit.

Three bio-swales have been designed for the property with a bio-swale located on the eastern side of the main building, and two smaller bio-swales located north of the auto sales building. The creek-crossing culvert nearby will be raised and any overflow will be directed to the bio-swales. The installation of the

bio-swales will occur in the spring. The Village approved the change of use at 1410 Cherry Valley Turnpike as it relates to Town Sewer District #6 at their meeting on November 14, 2019.

Member Marshall commented that the rear parking lot should have the perimeter of the parking defined. Mr. Eggleston responded that railroad ties and fencing could be placed on the east and southeast side of the parking lot. He continued saying that the millings from the Rte 321 construction project were placed on the property to square off the lot, and as they are under 30% impervious coverage, could add additional pavement to define it more clearly.

Member Kasper commented that the board should consider putting a limit on the amount of equipment that is placed in the front and side of the building. Mr. Brodsky suggested that the board could define a dimensioned area for the equipment, and that consideration should be given for future sidewalks. Mr. Eggleston stated that the inventory will always be moving and suggested that the tractors be centered on the sign in the front of the building. Mr. Miller stated that he wants to keep the visibility of the window of the main building so he would not place equipment that would block it. The board determined that the lawn equipment should not extend beyond the building line from the street.

WHEREAS, the Board in reviewing the Application under the special permit and site plan review criteria, adopted the following findings (“Findings”) for proceeding with a determination on the Application:

- (1) That the Application is consistent with the purposes of the land use district in which it is located; and
- (2) That based on the narrative provided, the proposal will not adversely affect the surrounding land uses with the proposed event parking located off street; and,
- (3) The Application is not contrary to the Comprehensive Plan as it is not removing any land out of production; and
- (4) That all relevant site plan criteria as required under 148-18D have been satisfied.

WHEREAS, a motion was made by Member Winkelman and seconded by Member Hamlin, the Planning Board classified this application 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 affirmation of said motion.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the proposal. No one spoke in opposition or had other comments. 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 Marshall and seconded by Member Kasper 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
pbm.11.19.2019

recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit/site plan, with standard conditions and the following additional conditions:

6. That the Findings are incorporated in this decision, as if set forth at length; and
7. That the Special Permit/Site Plan Approval shall expire if the Applicant fails to obtain the necessary building permits or fails to comply with the conditions stated within 18 months of its issuance, or if its time limit expires without renewal; and
8. The Site Plan 1 of 2 through 2 of 2 dated September 30, 2019, and narrative and construction sequence dated October 1, 2019, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
9. That barriers are placed to define the parking area on the north and west side of the back parking lot; and
10. That all lawn equipment displayed in the front yard will have center alignment with the existing sign, and lawn equipment located on the west side of the property will align with and be no closer to the street than the building line of the main building; and
11. That there will be a designated area in the sewer easement for future gateway improvements; and
12. That the Applicant establish an escrow account with the Town of Skaneateles for engineering review in the amount of \$250; and
13. That the Applicant shall obtain all necessary permits and approvals from NYSDOT and any agency or authority having jurisdiction over the Property or the Application; and
14. 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
15. 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]
Vice Chair	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

Continued Review-Minor Site Plan Review

Applicant Steve Datz
 866 Franklin Street
 Skaneateles, NY 13152
Tax Map #047.-01-18.0

Present: Steve Datz, Applicant

The .44-acre vacant lot is located on Franklin Street in the RR district just outside of the Village. Proposed is a two family residence on the vacant property in a teasel barn inspired residential dwelling. The Zoning Board of Appeals has approved a variance for a two family residence on the non-conforming lot on November 12, 2019. They had stipulated conditions including obtaining septic approval that is being designed for the property and will be submitted to OCDOH, although a prior septic design for a three bedroom dwelling had been approved by the OCDOH in 2018. A small scale stormwater system will need to be designed for the property to address any drainage concerns. The stormwater would eventually be directed to the stormwater drains in the street. The driveway will be redesigned to provide a turnaround for the vehicles, and landscaping will be provided to shield the septic system from any vehicular access. Chairman Southern requested that a detailed site plan be provided to include all of the conditions that were cited. Mr. Datz commented that as they were just approved a week ago they have not had a chance to provide the revised plan but will do so and provide a revised site plan for the board.

The property is located about four houses down for the Village line to the south, and directly behind the property is Mirbeau. Member Kasper inquired if the dwelling will be built into the hill. Mr. Datz stated that the structure would be a two story dwelling with the first level with parking built into the hill and the structure having direct walk out access to the yard. Mr. Brodsky inquired about the change in grade of the property and Mr. Datz said that the back of the property has an elevation change of 6-8 feet from the back of the dwelling to the front of the dwelling. The application will proceed once the revised site plan with details is provided. A site visit will be conducted on December 14, 2019.

Sketch Plan-Minor Site Plan Review

Applicant Richard Naro
 935 Parker Lane
 Skaneateles, NY 13152
 Tax Map #027.-01-30.5

Present: Richard Naro, Applicant; Phil Muka, Renovus Solar Representative

The applicant is proposing a ground mount solar array for the 5 acre lot in the RR district. The solar array will be located towards the northwest portion of the property located within the 100 foot setback and requiring variances. The applicant has been presented to the Zoning Board who has scheduled a public hearing for December 3, 2019. The proposed location of the solar array was chosen as it is in a clear area of trees, and away from the septic field and geo-thermal fields that are located in the southwest area of the lot. The solar panels will range in height from approximately 10 feet to 3 feet. The board requested that the height information and the calculation of lot coverage be included on the site plan or note in the file. A site visit will be conducted on December 14, 2019 and the application will continue on December 17, 2019 if the Zoning Board has granted the variances.

Sketch Plan-Minor Site Plan Review

Applicant Edward & Debbie Brennan
 3018 West Lake Rd
 Skaneateles, NY 13152
 Tax Map #052.-01-15.2

Present: Andy Ramsgard, Ramsgard Architects

The property has 503 feet of road frontage on West Lake Road and it is directly across the street from Hobbit Hollow. There is a watercourse that runs along the northern edge of the property that feeds an existing pond approximately 300 feet from the lake. The property contains the main dwelling with

attached garage, two barns, a second dwelling, and a guest house. The primary house was completely renovated 15 years ago, and a breezeway was installed to connect to the existing garage.

The proposal is for the demolition of the existing garage and breezeway and construction of a two story garage and breezeway. The existing tennis court will be removed, a new petanque court will be installed, and the proposed two story garage will be placed at an angle for easier egress. The second story to the 3 car garage will have a proposed library and half bath, and would connect the second level of the breezeway with a coverage porch. The first level of the breezeway will be open connected to a proposed addition for a hall, powder room and stairs to the proposed porch on the second floor. The existing patio located to the east of the dwelling will be removed and a new patio with outdoor living space will be added. The 7.9% impermeable surface coverage would be maintained. All of the setbacks exceed the required setbacks for the district.

During construction, a silt fence will be located lakeside. There will be very little topsoil removed from the site due to the removal of the tennis court, and the topsoil will be staged on asphalt. Any removed topsoil will be used to fill in the tennis court area. The exterior finishes of the addition will match the rest of the dwelling.

Member Kasper inquired about any potential stormwater plan to control runoff to the lake. Mr. Ramsgard stated that the stormwater from the dwelling sheets across the property as it is flat, and there could be some system behind the petanque court that would take stormwater from the driveway and direct it to the wooded area to the south. Chairman Southern inquired about the City of Syracuse Department of water comments. Mr. Ramsgard stated that the septic system is only 15 years old and that although the property is extremely well maintained they will have the septic system tested. There will be no increase in bedrooms with the proposal. There are separate septic systems for each of the dwellings with the leach field located to the east of the main dwelling, to east to the guest house, and southeast to the house by the road. There are existing manholes west of the barn where there was a possible bomb shelter when the Wikstroms owned the property. A site visit will be conducted on December 14, 2019. The application will continue at next month's meeting.

Sketch Plan-Minor Special Permit/Site Plan Review

Applicant	Eireann & Patrick Govern PO Box 922 Jordan, NY 13080	Property: 2815 East Lake Rd Skaneateles, NY 13152 Tax Map #038.-01-16.0
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Present: Eireann & Patrick Govern, Applicants; Robert Eggleston, Robert O. Eggleston Architect; The existing lot is 26,000 square feet with a three bedroom dwelling and detached garaged located 17 feet from the road. The impermeable surface coverage is 22% and open space calculation of 70.3% of the lot. Proposed in the infill of a portion of the large porch to provide a laundry room, add a dormer to the existing attic for light, and add a deck to the lakeside of the dwelling from the master bedroom and living room space. The existing garage will be demolished and the proposed garage would be relocated to an area where there was a driveway turnaround near the dwelling. There is an existing retaining wall and drainage system that will remain in the area. The garage would have attic space for storage and the driveway to the existing garage will be removed reducing the impermeable surface coverage from 22% to 19.1%. The City of Syracuse Department of Water has requested that the existing onsite wastewater system be reviewed and the existing septic system is being evaluated. The open space calculation will increase from 70.3% to 72.4%. As the size of the proposed garage will be smaller than the existing garage, footprint and floor space calculations will be reduced. Alternative locations for the proposed

detached garage were considered; however, the locations did not show much improvement with impermeable surface coverage and safety. A mitigating feature for the impervious surface is the proposed bio-swale between the house and the top of bank. There will also be an underdrain back to direct clean water to the lake. The applicant is willing to make a contribution to the DRA fund of \$26,399.80.

Member Kasper inquired on the elevation of the first floor compared to the road. Mr. Eggleston stated that it is very steep with a 10-15 foot elevation change. Mr. Brodsky inquired on the height of the retaining wall and Mr. Eggleston replied that the retaining wall is about a 3 feet tall hand-laid stonewall. Member Winkelman inquired if the existing garage is being used and Ms. Govern said that it is very challenging to use the garage, as it is difficult to safely access the road. A site visit will be conducted on December 14, 2019.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Marshall to schedule a public hearing on *Tuesday, December 17, 2019 at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan-Minor Special Permit/Site Plan Review

Applicant	Mark Aberi	Property:
	PO Box 782	3460 County Line Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #048.-01-01.4

Present: Mark Aberi, Applicant; Robert Eggleston, Robert O. Eggleston Architect;

The existing building was approved for an office building, storage and garage. There are four offices and a common area upstairs, and downstairs there are a couple offices and a common area, storage and a garage. Proposed is the expansion of the office use in the storage area and to maintain the garage area. A small 44 square foot addition will be constructed for a covered entry, and four additional parking spaces will be added to the existing six parking spaces. The existing septic system has the capacity of 440 gallons per day as if it was a four-bedroom dwelling, and is large enough to manage the additional staff for the office use.

The topography of the lot is very flat and the existing parking area was situated to be 100 feet from the watercourse that flows to the north. Since the construction, the watercourse had meandered closer to the parking lot. The proposed parking will be 100 feet from the watercourse with proposed impermeable surface coverage of 9.9%. There are existing trees along the drive and evergreens will be added to screen and protect the septic area from the expanded parking area. A second driveway to the south will be removed. Member Kasper commented that there could be a natural barrier around the existing parking lot to control runoff into the watercourse. A site visit will be conducted on December 14, 2019.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin to schedule a public hearing on *Tuesday, December 17, 2019 at 6:35 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Marshall to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 8:23 p.m. as there being no further business.

Respectfully Submitted,
Karen Barkdull, Clerk