

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
June 16, 2015**

Mark J. Tucker, Chairman
Elizabeth Estes
Donald Kasper
Joseph Southern
Scott Winkelman
Scott Molnar, Legal Counsel
John Camp, P.E. (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Clerk/Secretary

Chairman Tucker opened the meeting at 7:00 p.m. The meeting minutes of May 12, 2015 were previously distributed to the Board and all Members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Southern to approve the minutes as corrected. The Board having been polled resulted in the unanimous affirmance of said motion. Member Winkelman abstained from the vote, as he was not present at the May 12, 2015.

RECORD OF VOTE

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

Sketch Plan –Site Plan Review

Applicant:

Robert & Kathleen Delventhal
4090 Jordan Road
Skaneateles, NY 13152
Tax Map #027.-03-16.0

Present: Robert Delventhal, Applicant; Robert Eggleston, Architect;

The variance was received for the location of the garage 20' from the side property line. Site plan approval is required for conversion of the single-family residence to a four-bedroom bed and breakfast. The second floor of the dwelling will be used for a bed and breakfast with private baths and guest rooms. The driveway and parking lot will be relocated to the south side of the house where the entrances to the dwelling are located. The bed and breakfast will probably not be available in the winter months.

The revised June 10, 2015 site plan includes an expanded deck that does not require a variance or site plan approval. Member Estes stated that since the expanded deck was not shown on the drawings that were approved by the Zoning Board of Appeals, that the Planning Board could not approve a different set of plans and that the Zoning Board of Appeals will need to approve the revised site plan prior to the Planning Board's determination. Mr. Eggleston requested that the June 10, 2015 site plan be withdrawn for consideration.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Winkelman to consider the proposed action as a Type II SEQR action and not subject to SEQR review. The Board having been polled resulted in the unanimous affirmance of said motion.

Chairman Tucker inquired about any proposed lighting for the bed and breakfast. Mr. Eggleston stated that there is nothing more than residential lighting that they are proposing. Mr. Delventhal stated that the neighbor to the south verbally approved of the proposal but that no letter was submitted. Chairman Tucker inquired if approvals for NYSDOT and OCDOH have been received. Mr. Eggleston stated that he has not received anything yet from the NYSDOT and that OCDOH approval should be coming in the mail.

Member Winkelman stated that he would permit a mix of trees instead of the row of evergreens proposed. Member Southern stated that the evergreens would provide year-round shielding of the view of the parking area for the southern neighbor.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Member Scott Winkelman and seconded by Chairman Mark Tucker, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan approval, with the following 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. That the Site Plan 1-2 of 2, Bed & Breakfast schematic 1 of 1 dated April 24, 2015, and Narrative with construction sequence dated April 27, 2015, prepared by Robert O. Eggleston, Licensed Architect, be followed in all respects; and
3. That the Applicant shall obtain all necessary permits and approvals from the OCDOH, OCDOT, and any other approval needed for the Application; and
4. That all conditions imposed by the Skaneateles Zoning Board of Appeals, in connection with its approved variance, be fulfilled.

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 –Special Permit/Site Plan Review

Applicant:

Peter & Renee Teller
1818 West Lake Rd
Skaneateles, NY 13152
Tax Map #062.-01-08.0

Present: Richard Davis, Representative

No one wished to have the public notice read.

The proposal is for the installation of a Redi-rock wall along the shoreline that is 107 feet long that will be 4'4.5' in height from the ground. The proposed seawall will flow the contour of the land and juts out a little bit to save the existing tree. NYSDEC will be issuing their approval of the project once they receive information regarding the material that will be used for the footings. Riprap will be used in front of the wall. The footers will consist of #2 stone and the front toe will consist of a Reno mattress wire mesh filled with #1 stones and is attached to the wall. The gabion baskets and Reno mattress will extend about four feet into the lake. The work that will be completed in the lake is under the jurisdiction of the State.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Southern to consider the proposed action as a Type II SEQR action and not subject to SEQR review. The Board having been polled resulted in the unanimous affirmance of said motion.

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

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 Member Donald Kasper and seconded by Chairman Mark Tucker, 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 approval, with the following 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. That the Site Plan 1-4 of 4 dated February 2, 2015, prepared by Civil Design, and Narrative with construction sequence dated May 4, 2015, prepared by Richard Davis of National Contractors, be followed in all respects; and

3. That the Applicant shall obtain all necessary permits and approvals from the DEC, City of Syracuse Department of Water, and any other approval needed for the Application; and
4. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$500; and
5. 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	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 Continuance –Special Permit/Site Plan Review

Applicant	J&A Properties John Pennisi 4435 Dolomite Drive Syracuse, NY	Property: 1250 Minnow Cove Skaneateles, NY 13152 Tax Map #054.-01-14.0
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Present: Robert Eggleston, Architect

A revised site plan was submitted to the Zoning Board of Appeals, and the ZBA is waiting for response from OCDOH regarding the existing septic system supporting the proposed year round use. The ZBA also suggested that the dwelling be reduce in the size of the footprint and the applicant is considering that as an option.

Chairman Tucker inquired why the proposed deck does not require a variance. Mr. Eggleston stated that the deck is an accessory structure less than 600SF that is allowed to be 50FT from the lake. Chairman Tucker inquired on the distance of the deck to the house. Mr. Eggleston stated that there are a couple of feet spacing between the deck and the house and it can be modified to what the Board feels is appropriate. He continued stating that the Planning Board may want to have a determination from the ZBA of whether the proposed deck is considered part of the main structure or not. Mr. Eggleston stated that the Planning Board has to make that request.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Estes to continue the public hearing pending the ZBA determination on ***Tuesday, July 21, 2015 at 7:30 p.m.*** The Board will refer the matter to the ZBA for an interpretation of what constitutes attached The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan –Special Permit/Site Plan Review

Applicant:

Jason Slottje
2036 West Lake Rd
Skaneateles, NY 13152
Tax Map #058.-01-28.1

Present: Jason Slottje, Applicant

The proposal is for a 90LF retaining wall to protect from further erosion of the lakefront. The existing dilapidated boathouse will be cut down to the existing structural steel with a replacement dock on top. The DEC is making a determination of whether a permit is required for the project. The retaining wall will be 3-4FT tall with a flat deck to the wall that would be 1000SF. Chairman Tucker stated that 800SF would be the maximum shoreline structures allowed. Mr. Slottje stated that the shoreline structures would then total 800SF including the portion of the dock above the mean high water. Chairman Tucker requested that the site plan be updated to reflect the proposed deck, the beginning and end of the proposed wall and the shoreline structure calculations. The two-lot merger has been completed prior to the submitted application. The retaining wall will be located back from the shoreline with existing washed gravel in front of the proposed wall. Mr. Camp requested that an as built survey should be submitted at the end of the project.

The land is relatively flat so there will be minimal grading in the area. The retaining wall height of 4FT includes approximately 2FT that will be below the surface for the wall support. The dwelling is approximately 160FT from the lake line with the patio located 150FT to the lake line. A site visit will be conducted on June 27, 2015. A landscaping plan was requested by the Board.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Winkelman to schedule a public hearing on *Tuesday, July 21, 2015 at 7:45 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan –Special Permit/Site Plan Review

Applicant:

Patsy Iannolo
1551 East Genesee St
Skaneateles, NY 13152
Tax Map #032.-03-20.0

Present: Dr. Iannolo, Dr. Usmani, Representatives

Mr. Iannolo began stating the he currently runs the emergency unit for Auburn Hospital and supervised the professional care provider at the urgent care center in Skaneateles, in addition to his practice in Syracuse. Dr. Usmani is in charge of the hospital service staff at Auburn Hospital, and now resides in Skaneateles. The proposal is to lease office space and convert to an internal medicine practice in the prior location of the diamond business on East Genesee Street.

A handicap ramp will be constructed along the east and northern side of the building to provide handicap access to the office. The parking has been analyzed by the owner of the building and she has determined that the existing parking is sufficient to accommodate the existing tenants

and the proposed medical practice. Signing for the building will be in compliance with the Town code.

Mr. Camp inquired on the materials that are proposed for the construction of the handicap ramp. Mr. Iannolo stated that pressure treated lumber will be used with composite boards used for the decking, and composition railing and metal spindles. The ramp will provide access to two access doors into the facility. The first access leads to the offices and waiting room. The second access leads to the handicap bathrooms, waiting area and the CT scan and X-Ray suites. The existing entry stairs to the south will remain for access as well. Medical waste will be at the loading location and all storage of materials will be indoors. The Town has reviewed the water usage and there was a determination that there will not be a significant increase in usage with the proposal. A letter has been sent to the OCDOH for the proposed change in use.

Member Kasper inquired about a special permit that was issued for the dental office, located next-door, use of the parking lot. The special permit was granted in 2002 for the dental office to have access to the parking lot ; however the approval was never acted upon and has been abandoned. The dental practice submitted a letter expressing that they have no interest in using the parking.

The hours of operating will be 8 pm that may extend to 11 pm. The office will be open six days a week as they will be only two doctors working at any one time. The existing urgent care on the west side of Skaneateles will remain, as this location will augment the service provided. A site visit will be conducted on June 27, 2015.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Estes to schedule a public hearing on *Tuesday, July 21, 2015 at 7:55 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan –Site Plan Review

Applicant

Robert Curt Coville
36 Onondaga Street
Skaneateles, NY

Property:
4012 State Street Road
Skaneateles, NY 13152
Tax Map #029.-03-07.2

Present: Robert Eggleston, Architect

A revised site plan page 2 of 4 dated June 8, 2015 was submitted reflecting the 6' drop in the center of the driveway over the culvert so that there is a flood path should the stream overflow and pass through the culvert as recommended by the Town engineer. The applicant is under contract for lot two of the evergreen subdivision on State Route 321. The proposal is for a two bedroom single family dwelling with a 240SF deck. The grading plan reflects that the driveway will cross the watercourse over an 18" culvert, and a straw and fabric lined swale will be located to the south of the dwelling and parking area. Septic approval from OCDOH is pending and can be made a condition of approval for the project. The driveway will be paved at some point in the future.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Winkelman to consider the proposed action as a Type II SEQR action and not subject to

SEQR review. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Chairman Mark Tucker and seconded by Member Scott Winkelman, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor site plan approval, with the following conditions:

6. 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
7. That the Site Plan 1 of 4 dated April 10, 2015, 2 of 4 dated June 8, 2015, 2-4 of 4 dated April 28, 2015, and Narrative with construction sequence dated April 30, 2015, prepared by Robert O. Eggleston, Licensed Architect, be followed in all respects; and
8. That the Applicant shall obtain all necessary permits and approvals from the OCDOH, NYSDOT, and any other approval needed for the Application; and
9. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$250; and
10. 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	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 –Site Plan Review

Applicant: Thomas Filicia
519 West 23rd Street, Apt. 2
New York, New York 10011

Property: 3133 East Lake Road
Tax Map #040.-01-31.0

Present: Robert Eggleston, Architect

Approval for redevelopment of the property in 2009 included the remodeling of the garage with two guest rooms above, a small main house addition and shoreline modifications. The septic system was designed for five bedrooms with three located in the existing dwelling. The garage remodel was not begun and the building permit and approvals have since expired. The applicant would like to like to tear down and rebuild the garage in a similar footprint, as the existing garage is 3.5 feet from the property line and the proposed garage will be located 5 feet to the south property line. The existing watercourse setback is 67.8 feet and the proposed setback will be 69 feet. This application requires site plan review for construction within 200 feet of the watercourse. The drainage from the driveway is directed to the watercourse as part of the prior

approval in 2009. The stormwater runs across the grass to the watercourse. There are steps from the east side of the dwelling off of the deck that were approved in 2009 that the applicant would like to include as part of this application approval.

The watercourse is a ditch that serves for the drainage of Route 41A that is located just south of Shotwell Brook. A site visit will be conducted on June 27, 2015.

SEQR Request

Applicant: Skaneateles Aerodrome, LLC
 250 S. Clinton Street, Suite 200
 Syracuse, New York 13202

Property: 2984 Benson Road
 Tax parcel #051.-02-08.1

Present: Michael J. Lazar, project manager.

The applicant is proposing the addition of a weather station tower and an update on the lighting for the airport. An aviation grant was obtained to improve the safety features of the airport that includes three separate improvements. An official weather reporting station as part of the national weather reporting system, the beacon will be replaced on the existing tower with the lamp being replaced to a smaller more energy efficient metal halite lamp, and the installation of REIL uni-directional lights for the runway that can be turned on by a pilot remotely. There will be a total of four lights with two at each end and the existing marker lights will stay. The tower is approximately 30 feet high, taller than the existing windsock. Helicopters land on the runway and follow the same regulations as planes. A helicopter does use the airport regularly to provide tours of the vineyards in the area. The beacon lot is tilted up three degrees and has a light that is about a third the intensity of the old light.

The applicant has requested that a SEQR be completed on the proposal. 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 small	
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 Southern and seconded by Member Kasper, 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.

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]

Merger Request

Applicant: Lootens Irrevocable Trust
4463/4459 Jordan Road
Skaneateles, New York
Tax Map #018.-02-38.1 & 018.-02-37.0

The applicant is request the merger of his two adjoining properties with one of the lots consisting of vacant land.

WHEREFORE, a motion by Member Southern and seconded by Chairman Tucker to notify the Town of Skaneateles Tax Assessor that this Board has no objection to the request to merge the two parcels. The Board having been polled resulted in the unanimous affirmance of said motion.

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]

Attorney Advise Session

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

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

The Board returned at 9:45 pm.

As there was no further business, a motion was made by Chairman Tucker and seconded by Member Southern to adjourn the meeting. The Board was in unanimous affirmance of said motion and the meeting was adjourned at 9:45 pm.

Respectfully Submitted,

Karen Barkdull

Karen Barkdull, Secretary/Clerk