

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
December 17, 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-absent
Karen Barkdull, Clerk

Chairman Southern opened the meeting at 6:30 p.m. The meeting minutes of November 19, 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]

Continued Review – 9 Lot Subdivision

Applicant: Emerald Estates Properties, LP

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

Present: Robert Eggleston, Architect;

There will be a special meeting scheduled to review the submitted documentation for the DEIS.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin to schedule a special meeting on *Tuesday, January 14, 2020 at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Public Hearing-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

Present: Eireann & Patrick Govern, Applicants; Robert Eggleston, Robert O. Eggleston Architect;

The proposal is for the removal of the existing garage by the road and replace with a smaller garage near the house. Included in the proposal will be a deck on the back of the house and a dormer added to the attic that will increase the height of the dwelling by 30 inches. In addition, a portion of the porch will be filled in for living space. The existing impermeable surface coverage is 22% and the proposal will reduce the coverage to 19.1%. A mitigating feature to offset the impermeable surface coverage over 10% is the inclusion of the proposed bio-swale located to the west of the dwelling. The existing stormwater from the dwelling and garage will be directed to the bio-swale for filtration before it enters the lake. Mr. Eggleston continued saying that regarding Mr. Camp's comments, there is a 4-inch existing drain behind that wall that flushed the stormwater out, and it will be directed to the bio-swale. A contribution of \$26,399.80 to the town's development rights acquisition fund to acquire land development rights to offset the impermeable surface coverage. A site visit was conducted on December 14, 2019.

Member Winkelman inquired on the size of the proposed bio-swale and Mr. Eggleston stated that the proposed bio-swale is 502 cubic feet or 10 feet by 33 feet and 1.5 feet deep as recommended by the stormwater management guidelines.

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 affirmance 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 favor of the application. Chairman Southern asked if there was anyone who wished to speak in opposition or had any other comments on the project. Dawn Teixeira, neighbor to the north and east, commented that the proposed dormer would reduce the value of her home, as it will block a portion of her views of the lake. She is an easement owner of the property to the north and there is drainage that comes off the applicant's property onto their property. There are several existing pipe from the property that have caused severe erosion onto the property. The prior owner installed makeshift fences to control the erosion. Linda Pietroski, easement owner of the lot to the north, said that there is a three foot elevation change between the applicant's property and theirs, and there is severe drainage and erosion occurring. There is about two feet of sludge in the water in front of the property that occurs after a storm. Eight years ago, the prior owner removed a large willow tree and it caused rapid erosion on their property. He also dumped lawn debris there and installed the drainage pipes. There is severe erosion by their stairs. The prior owner placed a makeshift-tiered wall that is not helping the erosion, as the water comes underground and through it to the lake. She continued saying that the bank of hemlocks between the properties should not be removed to maintain stabilization of the area.

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

Mr. Eggleston stated that the proposed garage would be 18.5 feet high to the peak. The house additions will be 30 inches higher with the average grade of 24 feet to the peak of the dwelling. The neighbor's property will benefit with the removal of the existing garage that is located at the road elevation that is 15 feet higher than the existing dwelling. The neighbor's property then sits an additional 10 to 20 feet higher than the road elevation. Member Hamlin inquired on the length of the dormer addition. Mr. Eggleston said that the dormer would be approximately 16 feet long or about a quarter of the dwelling ridge line.

Mr. Eggleston stated that the applicant has no interest in removing the hemlocks. If the drainage is directed to the neighbor's property then they will want to correct that and channel the stormwater to the

bio-swale away from the property line. Member Kasper suggested that Mr. Camp could do a site visit to determine where the pipes are and where the water is being directed. Ms. Pietroski stated that the stormwater is coming down through the three feet of debris. Mr. Camp commented that the stormwater coming through the brush rather than land would not make a difference. Ms. Pietroski stated that the prior owner did modifications to the land in the area and all of the digging has made the erosion worse. Member Winkelman said that the water control issues would be addressed with the stormwater diverted to the bio-swale, although it is unusual for the entire fill and stone at the northwest corner of the house. Mr. Eggleston said that the ability of the homeowner to control the water on his or her site can be done and this property will have the bio-swale that no one else has in the area. Member Marshall inquired when the stone was placed on the property. Ms. Pietroski stated that the prior owner replaced a little bit every year and the shrubs hold it in place. Mr. Camp inquired if the french drain is existing. Mr. Eggleston stated that it is with surface gravel and pea stone on top. Member Winkelman said that the prior owner was deflecting the water off the property and the new owner is bringing the water onto their property and directing it to the bi-swale.

Member Winkelman inquired if the leach field has been identified and Mr. Eggleston said that Eric Buck was investigating the location and condition. OCDOH approval is still pending on this. Member Kasper stated that John should visit the site to investigate the stormwater issue on the project. Mr. Eggleston stated that approval of the application could be made contingent on John meeting with the neighbors and himself to resolve any stormwater issues.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Scott Winkelman 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 1, elevations and floor plans 1 of 4 through 4 of 4 dated October 31, 2019, and narrative with construction sequence dated November 1, 2019, prepared by Robert O. Eggleston, Licensed Architect, 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. That \$26,399.80 be submitted to the Town of Skaneateles Land and Development Rights Acquisition Fund; and
5. That the Applicant establish an escrow account with the Town of Skaneateles for engineering review in the amount of \$250; and
6. That this approval is contingent on the town engineer meeting with the Applicant's representative and the neighbors to the north to resolve any drainage issues, with the understanding that any changes to the site plan that arise from the meeting would require approval from the Planning Board; and
7. 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

8. 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	[No]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

Public Hearing- 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 applicant had received approval for construction of the structure that has been used for office and storage space. He is now proposing to expand the area on the first floor for additional office space in the area occupied by storage, and the applicant would continue to use the garage. A small entry addition is part of the proposal along with four additional parking spaces located next to the mound leach field. The parking would not interfere with the septic field and there will be a row of evergreens between the leach field and parking area. As recommended by the Onondaga County Planning Board, they will add swales along the existing and new parking area, and shrubs will be added along the watercourse. A site visit was conducted on December 14, 2019.

Member Winkelman said that several years ago it was proposed that the structure was for an incidental office for Mr. Aberi that could be a future garage for a future dwelling on the property and now it is office use. Mr. Eggleston replied that the office use is office use whether Mr. Aberi uses it or someone else. The zoning law allows mixed uses as long as it is less than 6,000 square feet, and this does comply. Member Winkelman said that it would have made logical sense for this use to be located in the HC district instead of here. Member Kasper inquired on the percentage increase in proposed office use. Mr. Eggleston stated that it is 20% is being converted from storage space to office space. Member Marshall inquired if there was any intention of residential space being established. Mr. Eggleston stated that at one point there was a discussion that the building could be converted to a garage for a dwelling on the property. There is a challenge on the property because of the location of the watercourse and required setbacks that could limit further development.

WHEREAS, a motion was made by Member Kasper 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. Holly Gregg, 3872 Jordan Road, inquired if it was going to be for multi-business out there and a home office. It was his understanding that you could have a home office but not a multi office building. Counsel Molnar stated that office use is a permitted use in the RF district by special permit, which the applicant is requesting.

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

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; 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.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and duly seconded by Chairman Joseph Southern, 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 Findings are incorporated in this decision, as if set forth at length; and
2. 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
3. The Site Plan 1 of 3, with a revised date of December 15, 2019, elevations and floor plans 2 of 3 through 3 of 3 dated October 28, 2019, and narrative with construction sequence dated October 28, 2019, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; 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]

Continued Review-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

A site visit was conducted on the proposal and elevations with coverage calculations(.79% of total lot) have been provided to the board. The Zoning Board of Appeals has granted the setback variances on December 3, 2019. Member Winkelman noted that on their site visit the watercourse is more of a ditch that there will be very little disturbance on the land as the solar arrays will be resting on pylons.

WHEREAS, a motion was made by Member Winkelman and seconded by Member Marshall, 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.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Jill Marshall 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 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 SP-1, schematics ES-1, EL-1, and SH-1, dated October 9, 2019, and narrative dated October 31, 2019, prepared by Michael Miele, PE, 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. That all conditions imposed by the Skaneateles Zoning Board of Appeals in connections with the approved variance be fulfilled; 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]

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

A site visit was conducted on December 14, 2019. Eric Buck has inspected the septic system and forwarded his findings that the system is in excellent working order to OCDOH. A bio-swale will be located on a portion of the former tennis court to manage stormwater runoff from the addition and driveway. Member Kasper commented that there is a slight elevation change to the lake. Member Winkelman commented that the drainage of the driveway goes to the north through a 12-inch sluiceway. He suggested that a future consideration could be given to install a bio-swale. The pond on the property was put in in the 1910s and was dredged in 2008.

WHEREAS, a motion was made by Member Marshall 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.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Douglas Hamlin and duly 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, 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 Z-1.1 through Z-1.2, dated November 1, 2019, Bio-swale detail Z-1.4 dated November 20, 2019, narrative dated November 1, 2019, and construction sequence dated December 18, 2019 prepared by Lawrence Klee, Ramsgard Architectural Design, Licensed Architects, 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]

Sketch Plan- Special Permit

Applicant	Woodbine Group	Property:
	505E Fayette St #100	1046 Old Seneca Tpke
	Syracuse, NY 13202	Skaneateles, NY 13152
		Tax Map #028.-01-03.0

Present: Norman Swanson, Tom Fernandez, Woodbine Group; Brian Bouchard, CHA Consulting; Mike Lasell, MBL Engineering;

Mr. Bouchard began stating that the proposed project is for a new 88-room hotel located in the IRO district that will be custom designed and locally run. Mr. Fernandez said that the Woodbine Group is a local real estate company that specializes in hospitality. They have two hotels in Syracuse, Parkview Hotel and Hotel Skylar, and a Tailwater Lodge located in Altmar. Each of the designs is specific to the area and the Woodbine Group focuses on environmental and sustainable design. Hotel Skylar is platinum LEED design certified property.

Mr. Bouchard said that the lot is long and narrow, 31.56 acres with 430 feet of road frontage along Old Seneca Turnpike located in the IRO district. A lodging facility is an allowable use and one that is less impactful than warehousing, hospitals, or an auto repair, for example. The owners have spent the last twelve months of due diligence on this site including the wetlands review, archeological study with a phase 1A and 1B research. The septic system has been designed and coordinated with the OCDOH as well as NYSDEC (based on size). Fire chief Baker with the Mottville Fire Department has been contacted and he has had very little comments after reviewing the plans and the property. A traffic analysis has been completed based on trip generation and it is considered a small user in terms of traffic, and the report has been providing to NYSDOT for their review and input.

They have been through numerous reiterations of the site plan in regards to access to Old Seneca Turnpike. Access off Old Seneca Turnpike is problematic due to its proximity to State Street Road with the intersections being dangerous. Having access directly from Old Seneca Turnpike increased the impermeable coverage and created gaps in the screening. The owners have been working with Hill-Rom (Welch Allyn) to obtain an access easement on the eastern property adjacent to a lot that is currently used for agriculture. The entrance to the hotel would be further down from the intersection of State Street Road and Mottville Road, with access from Mottville Road. There are a couple of turns in the proposed driveway taking into account the terrain and slopes. The driveway will meet the fire code with the

appropriate slope for fire apparatus equipment and vehicles. The parking area, when viewed from the street is behind the building with ample parking for the use. It was important to locate the building working with the existing hedgerows for screening that is located on both edges of the lot and 150-200 feet of wooded area that is located in the back of the site towards Mottville Road. Towards the center of western side of the lot, there is a drainage ditch with vegetation that will be preserved. There is a very mature hedgerow towards the back of the site with 40-50 foot tall trees would be preserved in keeping with the rural siting principals.

The building has changed significantly over time, as the original design was three stories and over 45 feet tall. The revised design is two stories tall under 35 feet tall and under the tree line for buffering from view. The building will mimic residential construction with a pitched roof, stone, brick, wood timbers on the façade. There will be a small courtyard when you enter the building, then a lobby and full service restaurant and the remainder of the first floor and lower floor will be the amenities such as a pool, patio, and hot tub. There will be no venue space for events at the hotel.

The proposed use is occupying a small portion of the lot with a proposed 89% open space and 11% impermeable surface coverage, well under the allowed 30% impermeable surface coverage. All of the dimensional requirements have been met with the design of the building. The landscape plans, lighting and final architectural drawings will be forthcoming. The SWPPP documentation will be sent to the town engineer. Mr. Camp inquired if the applicant had discussed the project with the water department. Mr. Lasell stated that they had a brief conversation with the water department to check fire flows and there is a main on Mottville Road that is 12 inches. Mr. Camp commented that the pressure and the ability to push it up 70 feet. Mr. Lasell said that there is a fire hydrant to the right of the proposed driveway entrance, and to get to the third story of the original design they were getting the correct pressure. Now that the proposal is for a two-story building, it should be better. Mr. Bouchard said that details are far as the service connection and the hotbox site has not been finalized. Mr. Camp commented that the applicant should verify that the property is in the water district boundaries.

Member Kasper inquired on the County reaction to the septic design. Mr. Bouchard stated that the proposal is for a commercial facility so it is a multiple tiered system with dosing that is permissible. Mr. Lasell commented that the location is from the wood line to the proposed parking lot. Jeff Till was on site when 50 perc test holes were dug, and about 15 deep tests, which brought them to the base of the design. It will be a shallow trench on grade with ten beds on a cycle valve with each bed getting a dose on rotation. There is pre-treatment prior to the effluence being sent to the fields.

Member Kasper inquired what the purpose for the hotel is. Mr. Fernandez stated that there has been growth in venues in the town and village of Skaneateles however, there is a lack of hotel rooms to go along with wedding or conference use. It will also assist with Hill-Rom's needs in the area. There is a lot of travel coming in from the Syracuse market with the hotel fitting in with the corporate traveler but also the leisure traveler.

Member Hamlin inquired if the curb cut has been approved by the County. Mr. Bouchard said that they had sent them the trip generation and they had said that they had no problem with the location chosen. They requested that it be marked so that they could confirm the sight distance, which is further from Route 321 than the Hill-Rom driveway. The proposed curb cut is 30 feet west of the existing farm driveway. Member Marshall inquired if the restaurant would be limited to just the guests of the hotel and Mr. Bouchard responded that it would be open to the public. There are 217 parking spaces for the restaurant, hotel and up to 35 employees.

Mr. Camp inquired if the grading plan indicates if cut and fill will be balanced. Mr. Lasell responded that they are in the process of revising it as the design has changed and that they had dug 14-16 foot test pits in the corners; there is good fill that will be used for backfill. Mr. Camp commented that the deepest cut is about 6-7 feet for the driveway that will run up in a trench. Member Marshall inquired how the other hotels have affected the town where they are located. Mr. Hernandez commented that the two properties in Syracuse are around Syracuse University and there has been development around those properties. The property in Altmar was the former elementary school with residential across the street and some small businesses down the road. The hotel was a re-purposed school and they were sensitive to the neighborhood and the community when developing the site to be part of the culture of the community. He continued saying that they want to work with the community, get input, and be good neighbors. Member Winkelman commented that he prefers the new proposed location for the drive off Mottville Road. Member Kasper commented that there is over 400 feet of road frontage but that is not where the proposed driveway would be located. Mr. Bouchard commented that the lot is conforming and that they have chosen to locate the driveway where there is better site distance.

Member Kasper inquired where the grey water would be treated from the laundry facilities. Mr. Fernandez said that it would be treated through the septic system just as their Tailwater lodge does that also have 88 rooms. Chairman Southern inquired about the treatment of the swimming pool water. Mr. Bouchard said that the pool water could not be sent to the wastewater system due to the chlorine, it would be pumped into a tank and taken out. A site visit will be conducted on December 28, 2019.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin to schedule a public hearing on *Tuesday, January 21, 2020 at 6:30 p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

Counsel Molnar recommended that the board consider the SEQR determination prior to the public hearing to allow so that notice can be served to interested agencies prior to the public hearing.

WHEREAS, a motion was made by Chairman Southern and seconded by Member Hamlin, the Planning Board classified this application an Unlisted action pursuant to 6 NYCRR617.5 subject to further review under SEQR. The Board having been polled resulted in the unanimous affirmation of said motion.

Amendment Request- Site Plan Review

Applicant	Theodore & Nancy Norman	Property:
	8665 Duarte Road	1992 West Lake Road
	San Gabriel, CA 91775	Skaneateles, NY 13152
		Tax Map #058.-01-17.2

Present: Robert Eggleston, Design Professional; Jeff Davis, Attorney

When the Maher subdivision was formed, the driveway easement for lot 2 was relocated from the center of the lot of lot 1 to the north side of lot 1 to accommodate the removal of the existing dwelling and construction of a new dwelling. The applicant has revised the easement language to reflect the new location of the easement that complies with the 20-foot setback from the property line. The applicant is requesting to amend the site plan approval granted in 2010 to reflect the language for board approval.

Mr. Davis explained that the original easement language was drafted when the lots were owned by different individuals. The Normans own both of the lots and can easily amend the language to reflect the current driveway configuration. Once approved it will be filed with the County. Mr. Eggleston also said

that Lot 1 had a septic easement on lot 2 that is now abandoned and will be removed from the easement language that has been drafted. Counsel Molnar will review the language and advise the Planning board Chair accordingly.

WHEREAS, a motion was made by Member Winkelman and seconded by Member Marshall, the Planning Board adopted and ratified its prior SEQRA determination for the Application, which was a determination that the Application constitutes a TYPE II single-family residential project action, not subject to further SEQRA review. 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, seconded by Member Jill Marshall, and upon an affirmative vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Application, and amends the Approving Resolution, as follows:

1. The Survey dated September 10, 2019, prepared by Paul Olszewski, P.L.S., Professional Licensed Surveyor, be strictly followed; and
2. That the Amended Covenants, Conditions and Easements Agreement be reviewed by the Planning Board Attorney who will confer with the Planning Board Chair and the Applicant’s Counsel prior to acceptance by the Planning Board; and
3. Except as amended hereby, the conditions of the Approving Resolution remain in full force and effect.

RECORD OF VOTE

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

Amendment Request –Site Plan Review

Applicant

Lakelawn Properties LLC	Property:
1 Winthrop Square	3384 West Lake Road
Boston, MA 02110	Skaneateles, NY 13152
	Tax Map #049.-02-03.0

Present: JoAnne Gagliano, Joe Falco, EDR

Based on Mr. Camps site visit for stormwater review and Mr. Herrmann’ site visit, it was noted that there were modifications to the site plan that had not been reviewed by the Planning Board. An updated survey has been completed that reflects the modifications. The existing site is stabilized for the winter and the main dwelling has been issued a temporary certificate of occupancy. There are additional portions of the stormwater plan that will be completed in the spring, of which Mr. Camp will need to review.

There is no change to the impermeable surface coverage of the property. Some of the changes included a stone retaining wall near the paddleball court to protect the slope in the area, which changed the footprint

of the pavilion, as the building has been reduced in size. The drainage plan has not been impacted in this area.

The shorefront has had modifications to the approved plans. Trees were removed in the northeast corner, the pavement has been reduced, there have been steps added to the southern side of the boathouse, a boulder edge has been added along the shoreline that touches the mean high water mark, vegetation was removed in the area near the boulder edge, stairs have been added from the parking area to the dwelling, and a boat port was included on the NYS DEC plans that is sited beyond the mean high water mark. The boat port was approved by NYSDEC and was added to the approved plans for the watercourse improvements on the property.

In the spring, the applicant intends to replant the trees by the shoreline, removing the existing sod and to add vegetation to the area. Mr. Camp inquired if the grade will be re-established, as there were substantial cuts in the area. Ms. Gagliano stated that the grade would be steeper if it was re-established and that could be problematic for the lake. Mr. Camp inquired if a detail of the seawall was prepared. Ms. Gagliano commented that it was installed without a detailed plan; however, they will create one and submit it to the town.

Member Winkelman inquired whether the permanent dock allows water to flow through it, as a closed base can create harmful microclimates that can encourage HABs. Ms. Gagliano stated that it is open, and it was designed to meet the preferred method from the NYSDEC. The permanent dock is constructed of an 8-10 inch driven steel pile with decking on top.

Member Winkelman inquired about the lights on the tennis court and paddle court. Member Marshall commented that the lights are always on by the courts. Ms. Gagliano stated that the paddle court was a kit that comes with lights. She continued saying that the lights should be on a timer and that they will investigate. Member Winkelman commented that the lights should be night sky compliant. A site visit will be conducted on December 28, 2019. The application will continue at the next meeting.

Ms. Gagliano noted that the re-aligned stream work will be finished in the spring but the natural meandering appears to be working better than the straight-line stream.

Sketch Plan- Subdivision

Applicant:	Fox Hollow Properties	Property:
	Todd Keehfus	2532 Giles Road
	PO Box 758	Skaneateles, NY 13152
	Lathum, NY 12110	Tax Map #055.-03-27.0

Present: Robert Eggleston, Architect;

The applicant proposes the subdivision of 49.7 acres with Lot 1 consisting of 15.7 acres of vacant land, Lot 2 consisting of 7 acres with the existing dwelling and accessory structures, and Lot 3 is a flag lot configuration consisting of 27 acres of vacant land. Lot 3 has 48.3 feet of road frontage. Lot 1 will have 1.9% impermeable surface coverage, an existing septic system and water.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Marshall to schedule a public hearing on ***Tuesday, January 21, 2020 at 6:40 p.m.*** The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan – Special Permit/Site Plan Review

Applicant: Mary Sennett
19 Goodspeed Place
Skaneateles, NY 13152 **Tax Map #057.-01-32.0**

Property: 1411 Thornton Heights Road
Skaneateles, NY 13152

Present: Mary Sennett, Applicant; Robert Eggleston, Architect;

The seasonal property has a set of stairs to the dock on the lake that is failing. Proposed is the replacement of the stairs that will be relocated and provide a gentler approach to the lake. The stairs will be built on piers that will lead to a landing before continuing down to a deck that will be placed on the existing dock. Underneath the deck will be storage for shoreline supplies and equipment. The stairs will be longer in length than the existing stairs and the pump house shed will remain. The application also requires area variances for lot size and total shoreline structures. The proposed stairs will be over 25 feet in height requiring special permit approval. Member Winkelman inquired about the support structure of the proposed steps and Mr. Eggleston stated that they would use four pressure treated posts for support. Ms. Sennett commented that they would provide vegetation in the area of the former stairs, which should not be a problem as it grows profusely.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Hamlin to schedule a public hearing on **Tuesday, January 21, 2020 at 6:45 p.m.** The Board having been polled resulted in the unanimous affirmation of said motion.

Sketch Plan-Major Special Permit

Applicant: SSPP1 LLC
David Meunier
PO Box 902
Indian Rock Beach, FL 33785

Property: 4545 Jordan Road
Skaneateles, NY 13152
Tax Map #018.-02-10.0

Present: Robert Eggleston, Architect;

The property has a residential structure that was originally had eight townhouse apartment units for the Waterbury Felt Factory. This was factory housing with a manager's house in close proximity. There were also several homes that were along the south side of the property. Between 1938 and 1971, the property was subdivided with the houses and factory on separate lots. Parcel C was part of the right of way that is now part of the DeMarco lot that has the former factory. The right of way provides access to the houses to the south, the factory and the former apartment building. Tom Blair is reviewing the easement language for the easements on the property and the right of way easement. There is a shared septic system utilized by 4547 Jordan Road, the former apartment building, and 4539 Jordan Road, that is located on the 4547 Jordan Road property.

There was a former 5,000 square foot storage building located on the lot that was torn down in 2007. This location is being reviewed for the location of a new septic system for the proposed eight townhomes, and they would discontinue being connected to the shared septic system on the adjacent property. It has not been determined if Lot A (4539 Jordan Road) will continue to use the shared septic system with Lot F (4547 Jordan Road).

As the application is for eight proposed condominium units, the applicant will be requesting the formation of a sewer district in the town, which will require town board approval. Mr. Eggleston said that the sewer district is not managed by a homeowners association but rather through the town. The water line

comes along the road easement then comes across the applicant's lot behind the building, connecting to the house on parcel F. They are checking on the status and who may own the waterline.

The first floor of the townhouses will have access from the back porch leading to a dining/family area, kitchen and half bath. The second floor of the townhouses will have access from the front porch leading to living area, den and full bath. The third floor of the townhouses will have a bedroom, bath and walk-in closet. All of the units are one-bedroom units suited for empty nesters or young people starting out. Sixteen parking spaces are required with eight parking spaces in the front of the building and eight in the rear of the building.

Member Winkelman inquired when the building was last occupied. Mr. Eggleston stated that the last occupants left after the storm in 2003 that had caused damage to the roof. The board commented that the proposal is a nice re-use of the existing property. Member Hamlin said that several architects had commented that the building is on the edge of not being savable. Mr. Eggleston commented that the applicant has the resources to save the building and bring it back to productive use. Member Winkelman commented that it is also a positive change to straighten out the septic system. Mr. Eggleston stated that the zoning code does not differentiate between multiple dwelling in a Hamlet and elsewhere when determining density.

Mr. Camp inquired if there is sufficient space for a septic system for the eight units. Mr. Eggleston responded that they have sufficient space and have had excellent perc's in the area. The neighbors have expressed support for the rehabilitation of the building. Mr. Camp inquired when the applicant would be approaching the town board about a sewer district. Mr. Eggleston said that once they have a septic system designed and approved, they would approach the town board for sewer district establishment. A homeowners association is not allowed to manage the septic system but can raise funds for other general maintenance of the property.

Counsel Molnar recommended that the board consider this action and Unlisted action for SEQR review and task Counsel Molnar with contacting the interested agencies.

WHEREAS, a motion was made by Member Kasper and seconded by Member Marshall, the Planning Board declared that they would be lead agency for this application an Unlisted action pursuant to 6 NYCRR617.5. The Board having been polled resulted in the unanimous affirmation of said motion.

Mr. Camp inquired about the access way serving more than four dwelling units. Mr. Eggleston responded that the access way is not on the applicant's property with easements that benefit the applicant's property. He continued saying that it is a preexisting nonconforming road that can accommodate fire access vehicles and a fire hydrant on the road. Member Winkelman inquired the distance of the structure to the creek and Mr. Eggleston said that it is located 128 feet from the creek.

WHEREFORE, a motion was made by Member Marshall and seconded by Member Winkelman to adjourn the meeting. The Board having been polled resulted in the unanimous affirmation of said motion. The Planning Board Meeting adjourned at 9:08 p.m. as there being no further business.

Respectfully Submitted,
Karen Barkdull, Clerk