

**TOWN OF SKANEATELES  
ZONING BOARD OF APPEALS  
MEETING MINUTES OF**

**December 1, 2015**

Present:

Denise Rhoads  
Jim Condon  
Sherill Ketchum  
David Palen  
Scott Molnar, Attorney  
Karen Barkdull, Zoning Clerk

The meeting commenced at 7:00 p.m. at Town Hall. The next Zoning Board of Appeals meeting will be held on Tuesday, January 5, 2016. Member hours were turned in for November. Previous distribution to the Board of the regular meeting minutes of November 10, 2015 were executed and all members present acknowledged receipt of those minutes. Member Ketchum will provide correction to one in-accurate statement within the regular meeting minutes of November 10, 2015 via e-mail.

**WHEREFORE** a motion was made by Member Ketchum and seconded by Member Palen to accept the November 10, 2015 minutes with correction. The Board having been polled resulted in favor of said motion.

<u>Record of Vote</u>			
Chair	Denise Rhoads	Present	[Yes]
Vice Chair	Jim Condon	Present	[Yes]
Member	Sherill Ketchum	Present	[Yes]
Member	David Palen	Present	[Yes]

**Other Board Business**

Due to the Syracuse-Onondaga County Planning Agency's windows for application submittal and the day on which the Porter application was received, the Porter application will be delayed one month and no decision will be made at tonight's meeting. The Syracuse-Onondaga County Planning Agency's recommendations are necessary before the Board decision can be made on the Porter variance, per Town Law Section 239.

Andy Ramsgard, Architect, apologized for missing the site visit scheduled for November 11<sup>th</sup>, 2015 at 9:10a.m. at the Porter residence. Mr. Ramsgard was fulfilling another obligation with the Boy Scouts Troop Annual Food Drive.

The next Planning and Zoning Staff Meeting is Monday, December 14, 2015 at 9:00a.m. Notes from discussions were distributed from the previous Planning and Zoning Staff Meeting of November 16, 2015.

Counsel Molnar has been tasked by the Town Counselors to renew the abandonment discussion and advance a version of the abandonment suggested language which is acceptable to Planning and Zoning. An e-mail with the most recent version, together with suggested changes that the Town Board would like to see will be sent out to the boards where comments will be asked for.

### **Public Hearing**

Applicant: Emily S. Porter  
3171 East Lake Road  
Skaneateles, NY 13152  
**Tax Map #040.-01-22.0**

Present: Andy Ramsgard, Architect

Chair Rhoads explained the applicant's request for variance to install a new permeable patio off of the lake side deck. The board did make a site visit on Saturday, November 14, 2015 at 9:10a.m. The Syracuse-Onondaga County Planning Agency did not receive the application in time for their November meeting deadline. Therefore, the Zoning Board of Appeals can't move forward until comments are received back from the Syracuse-Onondaga County Planning Agency. Mr. Ramsgard conveyed that the patio would be at ground level and the existing deck continuing at its current height, about a foot higher than the ground. The expansion will all be permeable patio and the existing deck will remain. There is only a portion of the patio requiring variance, not the whole area.

**WHEREFORE** a motion was made by Vice Chair Condon and seconded by Member Ketchum to declare this application to be a Type II action not subject to SEQR review. The Board having been polled resulted in the unanimous affirmance of said motion.

At this time Chair Rhoads opened the public hearing and asked if there was anyone wishing to speak in favor or opposition of the application or that had any other comments. There were no comments or discussion.

**WHEREFORE**, a motion was made by Vice Chair Condon and seconded by Member Palen to continue the public hearing on *Tuesday, January 5, 2015 at 7:10p.m.* The Board having been polled resulted in the unanimous affirmation of said motion.

### **Attorney Advise**

**WHEREFORE**, a motion was made by Chair Rhoads and seconded by Member Ketchum and with unanimous affirmation of the Board, the meeting was adjourned to Attorney Advise at 7:15p.m. and reconvened at 7:55p.m.

**Discussion**

**WHEREFORE** a motion was made by Vice Chair Condon and seconded by Member Palen that the Zoning Board of Appeals rescinds the request for a formal written response by the Town Board of Skaneateles to the memorandum dated September 29, 2015 regarding “RFQ Process Post-Comprehensive Plan/P&Z Meeting of September 22, 2015 – Attorney Advice Session”. The Board having been polled resulted in the unanimous affirmance of said motion.

Five applications have been received for the open position of Zoning Board of Appeals Member.

There being no further business, a motion was made by Member Ketchum and seconded by Vice Chair Condon to adjourn the meeting. The Zoning Board of Appeals meeting adjourned at 8:15p.m.

Respectfully Submitted,

*Michele Norstad*

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