

**MEETING MINUTES
DECEMBER 18, 2012
TOWN OF SKANEATELES PLANNING BOARD**

Mark J. Tucker, Chairman
Alan Briggs
Donald Kasper
Joseph Southern (absent)
Scott Winkelman
Scott Molnar, Legal Counsel
Doug Wickman, P.C. (C&S Engineers)
Howard Brodsky, Town Planner
Karen Barkdull, Secretary

Chairman Tucker opened the meeting at 7:30 p.m. The Planning Board will not be conducting site visits this month. The meeting minutes of November 20, 2012 were previously distributed to the Board and all Members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Member Briggs and seconded by Member Kasper to approve the minutes as submitted. The Board having been polled resulted in the unanimous affirmance of said motion. Member Winkelman abstained from the vote due to his absence at the November 20, 2012 meeting.

RECORD OF VOTE

Chair	Mark J. Tucker	[Yes]
Member	Alan Briggs	[Yes]
Member	Donald Kasper	[Yes]
Member	Joseph Southern	[Absent]
Member	Scott Winkelman	[Abstain]

The meeting minutes of November 27, 2012 were previously distributed to the Board and all Members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Member Briggs and seconded by Member Kasper to approve the minutes as submitted. The Board having been polled resulted in the unanimous affirmance of said motion.

RECORD OF VOTE

Chair	Mark J. Tucker	[Yes]
Member	Alan Briggs	[Yes]
Member	Donald Kasper	[Yes]
Member	Joseph Southern	[Absent]
Member	Scott Winkelman	[Yes]

Extension Request – Special Permit & Subdivision

Applicant: Grace Chapel
1674 NYS Route 20
Skaneateles, New York 13152
Tax parcels: 042.-05-05.1 and 042.-05-045.1 (Town of Skaneateles property)

Grace Chapel is requesting an extension to the prior April 17, 2012 extension approvals. There are no changes or adjustments; the applicant needs an additional six months to finalize the sale of the property and filing of the revised plat plan.

WHEREAS, the Planning Board adopted and ratified its prior SEQRA determination for the Application, which was a determination that the Application constitutes an unlisted action, and found a negative declaration for the action after review of the Long Form EAF; and

WHEREAS, the Skaneateles Planning Board reviewed the Narrative, Site Plan, Drawings, and Survey, and after due consideration, unanimously adopted the following resolution:

WHEREFORE, a motion was made by Member Alan Briggs and seconded by Member Don Kasper to approve the Extension as presented, and that the Resolution memorializing the Approval is hereby ratified, confirmed without modification and extended by six months, to extend the Applicant's time to fulfill the required conditions thereof, as if said Approval was dated the date hereof.

Upon a motion made by Member Alan Briggs, seconded by Member Don Kasper, and upon a vote thereon, the Town of Skaneateles Planning Board hereby approves the Extension of the Application, according to the terms hereof, with the Approval Resolution in full force and effect according to its terms, as extended hereby.

Public Hearing – Subdivision

Applicant:	Mike & Andrea Schoeneman	Property:	4453 Vinegar Hill Rd
	414 Cline Road		Skaneateles, New York 13152
	Victor, New York		Tax Map #023.-02-01.2

Present: Andrea Schoeneman, Property Owner; Adam Quku, Prospective Buyer

There was no one wishing to have the public hearing notice read. The notice was published in the *Skaneateles Press* on December 12, 2012. The Onondaga County Planning Board commented that consideration be given to future subdivision of the remaining lot and that all watercourses, wetlands floodplains, future highway access and septic system placement be identified in their correspondence dated December 5, 2012.

The proposed subdivision would create a 14-acre parcel and reduce the main parcel to approximately 34 acres. Both lots would belong to two different districts, the RR district located in the front of both of the lots, and the IRO district located in the rear of the lots. The purchaser is interested in the 14-acre flag shaped lot to construct a dwelling on the lot that would lie in the IRO district. The proposed 14-acre lot has 60' of road frontage on Vinegar Hill Road, with a new

dwelling located in the forward 4 acres and the remaining 10 acres left as open land, since the land has steep slopes and a watercourse towards the back of the lot that is adjacent to Stauffer Chemical. An updated subdivision map dated November 26, 2012 reflecting the requested modifications was submitted. Mr. Quku will be obtaining septic approval for the created lot and is aware that the lot will need site plan approval for a dwelling to be located in the IRO district. A letter from NYSDOT dated August 30, 2012 stating their approval of the access location for the proposed lot is included in the file.

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 (A) of the short form EAF, the Board determined that the action does not exceed any type I threshold. Part II (B) No. The Board did not find any significant adverse environment impacts. Part II (C) No, the Board did not find any adverse effects. Part II (D) No, the Board determined that the project would not have any an impact on the environmental characteristics that caused the CEA. Part II (E) No, the Board determined that there is no controversy related to potential adverse environmental impacts.

WHEREFORE, a motion was made by Member Briggs and seconded by Member Winkelman to declare 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. The Board having been polled resulted in the unanimous affirmance of said motion.

At this time, Chairman Tucker opened the Public Hearing. Mr. Richard Evans, property owner across from the existing lot, queried the location of the property lines and then stated he is in support of the project. There was no one wishing to speak in opposition or had any other comments.

WHEREFORE, a motion was made by Member Briggs and seconded by Member Kasper 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 by Member Kasper and seconded by Member Briggs that the Skaneateles Planning Board **APPROVES** the application for a Subdivision, with the following conditions:

1. The Subdivision map dated November 26, 2012 prepared by Douglas Reith be submitted ("Map"), for the Planning Board Chairman's review and signature within 180 days from the signing of the resolution; and
2. That either lot will require a special permit for development in the IRO district.
3. The Subdivision Map and deed transferring the property must be filed in the Onondaga County Clerk's Office within sixty-two (62) days of the signing of said Map or the Subdivision approval shall be invalid. The Applicant and/or Applicant's representative shall immediately forward proof of said filing to the Secretary of the Planning Board upon receipt.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[Yes]
Member	Alan Briggs	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Joseph Southern	Absent	
Member	Scott Winkelman	Present	[Yes]

Public Hearing – Special Permit/Site Plan Review

Applicant: Gregory & Kellie Weaver
101 Lawrence Hill Road
Coldspring Harbor, NY

Property:
2895 East Lake Road
Skaneateles, New York 13152
Tax Map # 038.-01-03.1

Present: Robert Eggleston, Architect

There was no one wishing to have the public hearing notice read. The notice was published in the *Skaneateles Press* on December 12, 2012. The City of Syracuse Department of Water deferred comment pending the issuance of a NYSDEC permit and OCDOH approval in their correspondence dated November 7, 2012. The Onondaga County Planning Board in their resolution dated December 5, 2012 recommended the following modifications to the proposal that the applicant obtain any necessary approvals from the DOT, OCDOH and the City of Syracuse Water.

The site plan dated November 19, 2012 has been updated to reflect the correct calculations for the shoreline and lot size. The lot area increased because the area of the watercourse is now included, with the lakeshore decreased into 261', and the floating dock will be replaced with a temporary dock. The applicant is proposing shoreline work for this nonconforming lot. The narrative has been revised to reflect the changes and includes the construction sequence dated December 3, 2012.

The applicant is proposing modifications to the 48,235SF lot that include two-second floor additions to the existing dwelling, replacing an existing seawall, reduce shoreline structures to 638SF, reduce bridge to 4SF, and add a lakeside patio and house patio. The proposed impermeable surface coverage will be reduced from 12.0% to 9.3%, with proposed open space of 88.4%. The concrete cap on the sea wall and the concrete patio will be removed. A nonconforming shed will be removed with a 6'x13' addition on the back of the garage with the two car garage being reduced to a one car garage and removing 8' of tarvia. A new leach field will also be installed.

The 5' timber high seawall will be replaced with a tiered limestone rock wall with vegetative planting at top. The proposed streambed stabilization will be improved and similar to the Anderson side of the streambed. The 16' wide bridge will be reduce to a 4' wide footbridge. The 50' natural shoreline area that will be maintained and a 638SF permeable patio will be installed. The 153' northern portion of the wood retaining wall will be replaced with small rock. Shoreline work will begin July 15, 2013 when the water level is lower. Interior modifications to the dwelling will commence during the winter. The seawall repairs and replacement is projected to be completed within a month's time.

WHEREFORE, a motion was made by Chairman Tucker and seconded by Member Briggs 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 Chairman Tucker opened the Public Hearing. No one spoke in favor of the project or wishing to speak in opposition or had any other comments. Letters of support were submitted from the neighbors.

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

NOW, THEREFORE, BE IT RESOLVED, that the Skaneateles Planning Board **APPROVES** the special permit and minor site plan review, with the following conditions:

1. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$500; and
2. That the Applicant shall obtain all necessary permits and approvals from the Onondaga County Department of Health, the DEC and any other approval needed for the Application; and
3. A DEC permit is not required for interior renovations of the dwelling; and
4. That Special Permit 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.

B. After issuance of a building permit the following conditions shall apply:

1. That the updated Site Plan 1 of 2 dated November 19, 2012, site plan 2 of 2 dated November 19, 2012 prepared by Robert O. Eggleston, with the Narrative and Construction Sequence pages 1-2 dated December 3, 2012, be followed in all respects; and
2. That an as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of all phases of the completed project within (60) days of completion of the project; and

Upon a motion made by Member Briggs and seconded by Member Winkelman, the Town of Skaneateles Planning Board hereby approves the application for a minor site plan with the above conditions.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[Yes]
Member	Alan Briggs	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Joseph Southern	Absent	
Member	Scott Winkelman	Present	[Yes]

Public Hearing – Major Site Plan Review

Applicant: Ed Brennan
3018 West Lake Rd
Skaneateles, New York

Property:
2696 West Lake Road
Skaneateles, New York 13152
Tax Map # 052.-01-15.1

Present: Jason Kantak, P.E.

There was no one wishing to have the public hearing notice read. The notice was published in the *Skaneateles Press* on December 12, 2012. The City of Syracuse Department of Water deferred comments in their correspondence dated November 7, 2012. The Onondaga County Planning Board stated no comment in their resolution dated December 6, 2012.

The applicant would like to restore the existing pond to the original capacity. The proposed design incorporates a new control structure and access road bridge. The proposed control structure will effectively manage a 100-year flood event and the access road bridge will be raised to 887' from the existing 885' elevation to allow safe passage. Over the years, the pond has filled in overgrown to a meandering stream that will be excavated to the original capacity to convey large storm events. Boards were used to manage heavy rain events and proposed is a more permanent structure to control large rain events. The proposed depth would be 6' with the existing pond having a year round stream. Applications have been submitted to the City of Syracuse and the DEC.

Doug Wickman commented that the design of the bridge wall could be modified to allow water to pass through it in the case of a large storm event to reduce the overflow of water leading towards the dwelling. Mr. Kantak stated that the walls are being re-designed to have small openings to allow the water to run through during large precipitation events. The construction is projected to begin this summer. Mr. Wickman recommended that the applicant try to contain the work within the shortest period possible to reduce the risk of any silt entering the lake. The spoils will be located on the site and will have a silt fence control in place. A full SWPPP will be required by the DEC and will be provided to Mr. Wickman for review.

WHEREFORE, a motion was made by Member Briggs and seconded by Member Winkelman 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 Chairman Tucker opened the Public Hearing. No one spoke in favor of the project or wishing to speak in opposition or had any other comments

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

NOW, THEREFORE, BE IT RESOLVED, that the Skaneateles Planning Board **APPROVES** the major site plan review, with the following conditions:

1. That the Applicant establish an escrow account with the Town of Skaneateles in the amount of \$500; and
2. That the Applicant shall obtain all necessary permits and approvals from the DEC and ACOE; and
3. That a submitted SWPPP plan including timetable for completion of the project be submitted to the Planning Board Engineer and Chairman for approval; and
4. That Special Permit 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.

B. After issuance of a building permit the following conditions shall apply:

1. That the Site Plan SP-1 through SP-5 dated October 31, 2012 prepared by Thomas Trytek, with the Narrative and Construction Sequence pages 1-4 dated October 18, 2012, be followed in all respects; and

Upon a motion made by Member Kasper and seconded by Member Briggs, the Town of Skaneateles Planning Board hereby approves the application for a minor site plan with the above conditions.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[Yes]
Member	Alan Briggs	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Joseph Southern	Absent	
Member	Scott Winkelman	Present	[Yes]

Discussion

Applicant: Enclave Subdivision
 Sugar Maple Drive
 Skaneateles, New York 13152

Tax Map # various

The Enclave subdivision was recently acquired out of foreclosure proceedings with the majority of the lots purchased by an LLC. Private owners hold four of the fourteen lots. Lots 3 and 4 have had recent building permits issued. Status of the existing resolution conditions will be ascertained and communication sent on the status to the owners of record for the lots. It is unclear whether the homeowners association had been filed. The HOA would be responsible for maintenance of the easements, common areas, and drainage. The road construction has not been completed and is under the Town's purview. The fire lane will need to be secured so that it is used for emergency use only.

Sketch Plan – Site Plan Review

Applicant: Danny Price
2895 East Lake Road
Skaneateles, New York 13152
Tax Map # 038.-01-03.1

Present: Robert Eggleston, Architect

Approximately 24,700SF of land had been disturbed on the lot without a permit. The applicant is seeking site plan approval for the land disturbance. At the site visit on December 15, 2012, it was recommended that the site work required to stabilize the area should be done immediately. The areas are to be seeded, straw laid and tracked in to mix the seed and straw in place. Due to the recent rain, the tracking process for the stabilization has not been completed. This will be monitored for completion before the onset of winter. In the spring, the areas will be re-visited to repair any unprotected areas.

Mr. Eggleston stated that the project is for sale and that it was his understanding that it may be under contract for purchase. Mr. Brodsky recommended that the Board do a follow up site visit of the property in the spring.

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 (A) of the short form EAF, the Board determined that the action does not exceed any type I threshold. Part II (B) No. The Board did not find any significant adverse environment impacts. Part II (C) No, the Board did not find any adverse effects. Part II (D) No, the Board determined that the project would not have any an impact on the environmental characteristics that caused the CEA. Part II (E) No, the Board determined that there is no controversy related to potential adverse environmental impacts.

WHEREFORE, a motion was made by Member Briggs and seconded by Member Winkelman to declare 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. The Board having been polled resulted in the unanimous affirmance of said motion.

NOW, THEREFORE BE IT RESOLVED, upon a motion made by Member Briggs and seconded by Chairman Tucker that the Skaneateles Planning Board **APPROVES** the application for a minor site plan approval, with the following conditions:

1. That the Site Plan dated November 8, 2012 prepared by Robert O. Eggleston, with the Narrative and Construction Sequence dated November 8, 2012, be followed in all respects; and
2. That the Applicant notify the Board when the seeding, mulching and tracking for site stabilization has been completed; and
3. That the Planning Board will conduct a site visit in May 2013 to ensure compliance; and

4. These conditions and this approval are binding upon the Property, and the Applicant, and shall bind future owners of the Property.

Upon a motion made by Member Briggs and seconded by Chairman Tucker, the Town of Skaneateles Planning Board hereby approves the Application for a minor site plan with the above conditions.

RECORD OF VOTE

Chair	Mark J. Tucker	Present	[Yes]
Member	Alan Briggs	Present	[Yes]
Member	Donald Kasper	Present	[Yes]
Member	Joseph Southern	Absent	
Member	Scott Winkelman	Present	[Yes]

There being no further business the Planning Board meeting adjourned at 8:53 p.m.

Respectfully Submitted,

Karen Barkdull, Secretary