

**TOWN OF SKANEATELES PLANNING BOARD
MEETING MINUTES
February 21, 2017**

Joseph Southern
Donald Kasper
Scott Winkelman
Douglas Hamlin
Anne Redmond
Scott Molnar, Legal Counsel
John Camp, P.E. (C&S Engineers)
Karen Barkdull, Clerk/Secretary

Member Southern opened the meeting at 7:30 p.m. The meeting minutes of January 17, 2017 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

RECORD OF VOTE

Member	Joseph Southern	[Yes]
Member	Donald Kasper	[Yes]
Member	Scott Winkelman	[Yes]
Member	Douglas Hamlin	[Yes]
Member	Anne Redmond	[Yes]

The meeting minutes of January 24, 2017 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

RECORD OF VOTE

Chairman	Joseph Southern	[Yes]
Member	Donald Kasper	[Yes]
Member	Scott Winkelman	[Yes]
Member	Douglas Hamlin	[Yes]
Member	Anne Redmond	[Yes]

Sketch Plan-Minor Special Permit/Site Plan Review

Applicant:	Gerard Byrne	Property: 3101 East Lake Rd-lake access
	3084 Rose Hill Dr	Skaneateles, New York 13152
	Skaneateles, NY 13152	Tax parcel #039.-01-01.1

Present: Robert Eggleston, Architect

No one requested the public hearing notice to be read. The Onondaga County Planning Board had no comment in their resolution dated January 4, 2017. The City of Syracuse Department of Water had no comments in their correspondence dated December 16, 2016. A site visit was conducted on Saturday, January 21, 2017.

WHEREFORE, a motion was made by Member Winkelman and seconded by Chairman 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 Southern opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Southern 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 Winkelman and seconded by Member Kasper to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Kasper inquired if there was any additional information needed for John Camp. Mr. Camp inquired on the status of the DEC permit. Mr. Eggleston stated that the NYSDEC permit had expired and that that the applicant has re-applied for the permit. The new application is pending with the DEC.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Member Donald Kasper 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 special permit/site plan approval, with the following 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. That the Site Plan 1 of 2 and 2 of 2 dated December 13, 2016, and narrative dated December 13, 2106, prepared by Robert O. Eggleston, be followed in all respects; and
3. That the Applicant shall obtain all necessary permits and approvals from the NYSDEC, and any other approvals needed for the Application; and
4. An as-built survey is required to 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]
Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]

Public Hearing-Minor Site Plan Review

Applicant: Rick & Debbie Moscarito Property: 1813 Russells Landing
120 Madison St Tax parcel #063.-03-13.0
Chittenango, NY 13037 Skaneateles, New York 13152

Present: Robert Eggleston, Architect

No one wished to have the public notice read. The Onondaga County Planning Board stated that updated approvals should be obtained for the City of Syracuse Department of Water, the New York State Department of Environmental Conservation and the US Army Corps of Engineers prior to approving the proposed application in their resolution dated January 25, 2017. The City of Syracuse Department of Water had no comments in their correspondence dated December 29, 2016. The OCDOH has approved of the proposed septic system on May 7, 2015.

The public hearing with the Zoning Board of Appeals was opened this month, and as there were only three members of the Board present, the public hearing was left open until next month’s meeting when there will be a full board present. Nothing has substantially changed in the site plan other than some lattice added around the base of the dwelling to conceal the piers. There were comments from the neighbor, which the applicant had addressed both in a letter and verbally at the meeting.

WHEREFORE, a motion was made by Chairman Southern 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.

At this time, Chairman Southern opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Southern 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 Kasper and seconded by Member Winkelman to continue the public hearing on March 21, 2017. The Board having been polled resulted in the unanimous affirmance of said motion.

Public Hearing Continuance-Subdivision/Lot Line Adjustment

Applicant: Russel Zechman Property:
PO Box 9 3741 Fisher Rd
Skaneateles, NY 13152 Skaneateles, NY 13152
Tax Map #033.-04-14.0 & 12.0

Present: Robert Eggleston, Architect;

Mr. Eggleston began by stating that at last month’s meeting the focus has been the water district and on the available water. The water pressure test that was completed by C&S engineers, indicated that that the pressure drops to 12psi when a fire hydrant is opened, which is lower than OCDOH requirement. There are plans underway that are out to bid to make improvements to the

Village East Lake Street water line to replace a 4-inch line with an 8-inch line. Calculations were made to see what effect that would have on the system, and it was anticipated that it would bring the fire flow up to an acceptable range for the health department after that is completed. The applicant is just waiting for the health department to sign off on the water and approve the septic systems based on water availability.

A second part of the process is for the extension of the existing water line to be approved by the Town Board. The water line will go to the end of the driveway easement with a clean out valve at the end. The line will provide water to the three proposed lots and for the existing apartment.

He continued stating that there are three different approvals, the Planning Board approval of the subdivision, Town Board approval for the extension of the water line, and OCDOH approval for the septic system. Nothing will commence without all three of the approvals. If the improvements to the Village do not satisfy the health department, then it would become a dead process. Mr. Eggleston continued recommending that the Planning Board could condition the approval based on the Town Board and OCDOH approvals. A letter of petition has been made to the Town Board for the extension of the water line. Member Kasper inquired if the OCDOH will not approve the proposal without the Village improvements to the line. Mr. Eggleston commented that a building permit would not be issued until all approvals have been obtained, and that to wait for the OCDOH approval would delay the process. Chairman Southern inquired if the Board can move forward on the application. Counsel Molnar commented that the crucial aspect of the proposal is the engineering improvements associated with the water line. The assumption is that the Village line improvement would be approved by the OCDOH, and therefore the Town would move on and approve the extension of the district, with the improvements incorporated into the subdivision. The layers of approvals are all conditioned upon the engineered drawings. If the engineered drawings were not approved then they would need to be redone. Mr. Eggleston stated that the engineered drawings are approved; however, the issued is with the Village waterline being replaced with a larger line that is not turberculated. It is anticipated that once the improvements are completed there will be enough pressure in the system. Counsel Molnar stated that the pressure affects the fire safety of the proposed subdivision dwellings, and that the Board should take a hard look on how may conditions it would set on an approved subdivision given the water line extension for the hydrant flow.

Chairman Southern stated that there seems to be many conditions and he is aware that the Town Board would like this Board to move ahead before they render their decision. How far ahead will need to be determined by this Board. The extension of the water line is contingent upon OCDOH approval and the OCDOH approval is contingent upon the replacement of the Village water line. Mr. Eggleston stated that the improvement of the water line in the Village has been approved, they have been funded, and they have put out the contract to bid on the work. What is left is to do the work. Jeff Till would like a test after the work is done to show that it did in fact improve the pressure as John Camp's model said it would. Chairman Southern commented that the contingency would also be for the test to pass. Mr. Eggleston commented that the Board's condition would be if the OCDOH approves the plans because if it fails the needed water pressure test, they will not approve the septic plans. Member Kasper commented that the applicant would not be able to proceed without the OCDOH approval. Mr. Camp inquired if Mr. Eggleston had spoken with Jeff Till after he had submitted his correspondence regarding the water pressure. Mr. Eggleston stated that it was after the letter was submitted and he had spoken to Shannon Harty about it. She had made a comment that the 8-inch pipe diameter is all they needed for the replacement of the existing pipe, as 12 inches would not necessarily improve the flow. Mr. Camp stated that he had not heard anything substantive from Mr. Till since the letter

was submitted and it sounds like the OCDOH will not approve the septic plan until the Village water line is corrected. Mr. Eggleston stated that the worst case is that the OCDOH does not approve the septic and the water line expansion in this subdivision until there is an actual test that shows the improvements. The question is whether Rudy Zona can get approval to file the subdivision and make the issuance of a building permit contingent on getting the OCDOH approval. There is a six-month standard condition in that the applicant has six month's to file the subdivision map, and we can always come back to this Board for an extension.

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

Peter Nicholson, 3755 Fisher Rd: You are making many assumptions, many contingencies on this water deal that should be held off and tabled. You should wait for the improvements, the lines are all done. You are making a drastic change to the existing neighborhood and not for the good. Why am I not getting notifications of these meetings. Why do we not get cards in the mail when this is happening. Chairman Southern commented that this is a continued public hearing that has been announced at each meeting that it has been continued to let people know what is going on. Mr. Nicholson commented trust me, people did not know. Public hearing mailing went out on November 4, 2016 to all properties contiguous to or across from the applicant's property. Mr. Nicholson stated that he has not received notices for the last three months. Counsel Molnar explained that to start the process of a public hearing, all of the neighbors contiguous to or across from the applicant are identified in the application and sent notices of the hearing that started months ago. The addresses used are the addresses that are on file with Onondaga County. Counsel Molnar stated that the Board would continue the public hearing by a motion and a vote at the table every month at the regular meeting. Every third Thursday the Planning Board will meet and everyone is welcome to come. If it is on the agenda, it will be posted on the website.

Bill Whipple, 1642 New Seneca Tpke: In January I sent the Board a letter, can you respond to that. Chairman Southern stated that the letter received would be addressed by the Board later in the meeting. Member Winkelman commented that the gist of the letter is that you were concerned with the stormwater flowing north to the where the pond is. Bill Whipple stated that there are swales involved that are going to belong to other people in the future, if this goes through, who is going to maintain them, who will be responsible for inspecting them. Chairman Southern stated that the Board has the letter and that each point will be addressed later in the meeting.

Carla Callahan, 1644 New Seneca Turnpike: I am going to have a house directly behind me so I will be directly affected. I did send an email at a prior meeting, and I have big time concerns regarding the drainage. Even with the raised bed septic, you are going to have these slopes and it is very wet out the back of my yard, which is where I am going to have a house and a raised bed septic out there. I am concerned that it is going to be wetter there, and I have a huge concern about water pressure there knowing that more houses are being added on here. I hope that you will not fast track anything because I have a real concern. I do not want to see that there and I want every I dotted and T crossed before anything happens because I have a real concern about the water.

James Brown, 1630 New Seneca Turnpike: Where the road commences on Fisher Road and comes down to the end, my property starts. It is awfully wet and I am concerned about drainage. Could Mr. Eggleston give a comment or review of what they are doing about the drainage

situation. Chairman Southern commented that there is a drainage plan in place that Mr. Eggleston has presented to the Board. The Board has reviewed it and he is sure that we can review those questions towards the drainage within this context.

Mike Len, 3761 Fisher Rd: I am not in favor of it, and I understand it is his right to subdivide the property, but I would like to stick with the full size lots and not have the property set down below. If the property is not buildable then you cannot build on it. We do not need more houses denser together for the neighborhood. Zoning for the full size lots was made and it should be followed. If the rest of the property is not buildable, then I don't think that should be considered for that. Make each lot the full size and spread things out. I don't want the drainage problems that everyone is talking about. I am not directly there so I cannot speak to that. My yard is certainly wet.

Robb Coville, 3750 Fisher Rd: speaking to my neighbors about the notices, I did get the first notice and appeared at the hearing we were noticed on. Everyone who left that night understood that the public hearing was still left open but a date was not set at that time, I don't believe. That is why everybody is upset that you continued the public hearing, but we didn't get a second notice of the date and there was no date set at the end of that meeting. Chairman Southern stated that the date was set at the meeting. Mr. Coville commented that it may have been but nobody heard it. I would still argue the fact that the property that is on Fisher Road has garages that are accessed from the common driveway and there is no way he can access those garages without using the driveway. That would make it the fifth dwelling on the common driveway.

Counsel Molnar recommended that the public hearing be held open to next month's meeting. Between now and the next meeting the Board can get a better update from all interest agencies that are taking a look at the water issue to have a clearer view of the information that Bob has presented. A draft of the resolution could potentially be prepared to ultimately be considered by the Board imposing conditions upon the subdivision if it were approved. The Board can do that groundwork between now and the next meeting to be prepared. Comments have been received from the public, engineering information from the applicant and the Town, and the Board is in the position to make an informed decision.

WHEREFORE, a motion was made by Member Kasper and seconded by Member Hamlin to continue the public hearing on March 21, 2017 at 7:30 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Member Winkelman inquired on what can be done with the swales in there and if there is less surface water running in that pond than there is right now. He continued inquiring on how the Board can guarantee that the swales are working. Mr. Eggleston stated that the existing swales along the road will be adjacent to the driveway and will probably be maintained as lawn as they will be mowable swales. Russ Zechman has improved the property since he has taken it over, and he will be maintaining the lot to the south. Once you get past the point far west, there would have to be a catastrophic situation to make that swale not function. I believe the swale is a couple of feet deep at that point as far as the stormwater continuing down that area. Chairman Southern commented that Mr. Eggleston has addressed Mr. Whipple's first concern in his letter regarding who is responsible for the maintenance for the proposed swale and the drainage system, which would be the individual landowner. Member Winkelman commented that during construction we can have our engineer go out there and inspect it. Chairman Southern stated that it would be inspected during construction.

Mr. Whipple inquired who would be in charge of the continuing inspection. Chairman Southern stated that beyond the completion of the project, it would be in the hand of the property owners, unless the Town forms a drainage district, and then the drainage district is the responsibility of the Town of Skaneateles. Mr. Len inquired what would be necessary for the creation of the drainage district. Chairman Southern commented that someone would have to petition the Town Board to form a drainage district with the cost of maintenance of that district imposed on all of the houses within the district if the Town so chose to establish one. Mr. Eggleston commented that the other option is to create a drainage easement, which would give the opportunity to the Town to go in and take care of an issue. Counsel Molnar stated that that is one option but there still is the maintenance issue that could more easily be maintained by a drainage district with a dedicated resource to periodically maintain according to the specs on the engineering plans.

Chairman Southern stated that Mr. Whipple's second comment is how the maintenance agreement carries on. What happens when different people buy into these properties. If it was the responsibility of the homeowner, then the homeowner would be responsible for the portion of the drainage plan that crosses their property. If it is a Town drainage district, then it would still remain in the hands of the property owners with Town supervision. Mr. Whipple inquired on how they would know the covenants would be included in the deeds. Mr. Eggleston stated that the County reviews all the covenants and deeds before they are filed. Counsel Molnar stated that in terms construction of the swales and the drainage facilities, they will be inspected before the overall project would be approved, before each of the lots would receive a building permit. Compliances with all of the conditions set forth in the Planning Board resolution would need to be met. If one of the conditions is the formation of a drainage district, then that too would have to be created and subsequently memorialized with all of the procedural requirements fulfilled. Then members of the district would be required to pay into, by way of their taxes and assessment, the drainage district fund so resources would be available for maintenance. The Town would have the ability to maintain and periodically review the drainage facilities and make adjustments if necessary. That would be an ongoing process without the need for a further triggering mechanism started. The property owners themselves would buy individual lots with their primary obligation for the property to be that the improvements for the drainage facility are not destroyed or altered. That would be the responsibility of the property owner to maintain them.

He continued stating that when they were discussing the conservation easement requirements for the Planning Board as part of the open space subdivision, it is to be encumbered by a conservation easement as one of the conditions of the subdivision approval. He recommended that the applicant propose the conservation easement restrictions to begin that process that it can be reviewed under section 131-6 to make sure the proposal requirements match those requirements so that it can be included in the subdivision if it is to be approved.

Mr. Brodsky reminded the Board that the application is also a special permit application for establishing residential use in the IRO zone. Accompanying it is also site plan approval, which becomes an additional enforceable document that could show the drainage swale on the plan. That would be a document that would be filed at the Town offices that the property owner has to abide by that the Town can use to enforce. Site plan approval would be required for each lot as they are built.

Chairman Southern continued the review of Mr. Whipple's letter. In terms of any drainage easement, it would be included in the decision by this Board that is how it is included. Mr. Whipple inquired on how they would know that for each property. Chairman Southern

commented that each lot would have to obtain site plan approval before any construction could begin. Mr. Whipple inquired about who maintains it after it leaves all of the property lines. Chairman Southern said that if it is a Town drainage easement, then we know. Otherwise, it is whatever the map reflects of the drainage is where it is going to go. Member Kasper commented that there would be a maintenance agreement that would include the swales as part of the driveway easement agreement. Every property owner would share in the maintenance agreement of the driveway and swales. Mr. Eggleston stated that there will be a driveway easement and maintenance agreement with every owner being responsible. Mr. Eggleston stated that their agreement can include the swale locations. Mr. Brodsky stated that in terms of inspection, it would be through the codes enforcement office for any violations. Chairman Southern read the next concerns, how do the adjacent landowners prove a problem years down that road, that didn't exist previously. Someone would have to reflect on the plans and the conditions that are there at that time. Mr. Whipple commented about the conditions that exist there now. Chairman Southern stated that they are there being dealt with to the extent they are being dealt with by the developer.

Member Winkelman stated that it brings us to what I found, the Town environmental map shows a designated State wetland located just north of New Seneca Turnpike, which is the reason you might have wet properties in the neighborhood. There is a ditch the farmer has dug, but the historic wetlands are low and wet to begin with, and with the small lots built on low land. The Board has walked the land on top of the hill and all of the excess water diverted that would be going to the little pond will be sent to the west. The sizes of the proposed lots are similar with even more land for conservation as well. This helps to explain why the neighborhood is so wet. Mr. Eggleston stated that the proposal will take the drainage from where it is today, down and across to the farm fields and eventually to the wetlands located to the southwest. Chairman Southern commented that the concerns from Mr. Whipple's letter have been addressed in one form or another. He continued stating that it will all be determined on whether there is a drainage district formed by the Town for the area. Member Winkelman reminded the public that the public hearing has been continued to the March 21, 2017 meeting.

Member Hamlin inquired about the snow removal plan for the shared driveway. Mr. Eggleston stated that typically, with shared driveways, the property owners mutually sign a contract to remove the snow.

Chairman Southern inquired on whether the Board should request that the Town pursue a drainage district. Mr. Eggleston commented that a drainage district is overkill for the size of the proposed subdivision. Chairman Southern commented that the Town may come to that conclusion if they are requested to review it. Mr. Eggleston continued stating that a possible solution would be to include a drainage easement along with the driveway easement, and have it be part of the shared driveway easement that would include the agreement for the maintenance of the swales. Chairman Southern requested that the proposed easement language be added to the drawing and file. Robb Coville inquired if the proposed driveway will have to be paved. Chairman Southern commented that there is no standard for the surface material used for driveways. Mr. Coville stated that right now with no houses on the property, he ends up with extra snow and loose stone on his property. With houses added to the property there will be more snow and stone pushed to my property. Member Winkelman commented that a common practice is to pave the driveway up to a certain distance from the road. Mr. Eggleston stated that they could pave it up to the split rail fence, basically pave it up to the back of the other properties before the driveway widens.

Mr. Whipple stated that he is unavailable for next month's meeting and wants to be on record that he is opposed to the proposal.

Sketch Plan-Lot Line Adjustment

Applicant Bart Goodell
 3749/3755/3719 Highland Ave
 Skaneateles, NY 13152
 Tax Map #043.-01-06.1,043.-01-05.0,&043.-01-08.0

Present: Bart Goodell, Applicant; Brian Davis, Co-Applicant

Counsel Molnar noted that he is a neighbor to the applicants; however, he does not represent them with their proposal.

The applicants are requesting a lot line adjustment proposing lot 043.-01-08.0 be reduced to 18.09+/- acres, lot 043.-01-06.1 increasing to 1.03+/- acres, and lot 043.-01-05.0 increasing to .64+/- acres. The Goodell lot and Davis lot are nonconforming lots under two acres, and the lot line adjustment will decrease the nonconformity of the lots. Impermeable surface coverage will become conforming for both lots. The area has been mowed for several years and is lawn up to the row of pine trees.

The lake watershed line is partially on the Goodell lot and does not impinge on the ability for a lot line adjustment. Counsel Molnar commented that where the water outlet is located. There is a drainage easement that crosses his property that takes water away from the watershed and sends it eastward.

WHEREFORE, a motion was made by Member Hamlin and seconded by Member Redmond 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 Member Scott Winkelman and seconded by Member Anne Redmond, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the Application, with the following conditions:

1. The plat plan survey prepared by Gary Cottrell, licensed land surveyors dated November 16, 2016 reflecting the re-aligned three lots, reflecting setback lines to the road right of way be submitted to the Chairman for review, approval and signature prior to filing with the Onondaga County Clerk's Office; and
2. The lot line adjustment map and deeds must be filed in the Onondaga County Clerk's Office within sixty-two (62) days of the signing of said map or the lot line adjustment approval shall be null and void. Proof of said filing shall be immediately forwarded to the Secretary of the Planning Board upon receipt by the Applicant and/or Applicant's representative.

RECORD OF VOTE

Chair Joseph Southern Present [Yes]

Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

Sketch Plan-Minor Subdivision

Applicant: Eric and Sara Smith
7389 Featherstone Blvd
Sarasota, FL 34238

Property:
2795 County Line Road
Skaneateles, NY 13152
Tax Map #051.-01-13.2

Present: Terri Roney Attorney

The application is a request for re-approval of a subdivision that was granted approval in 2008. The 2008 approval expired as no action was taken by the applicant. The applicant has moved to another state and would like to subdivide the property into four lots. The dwelling on the corner of Benson and County Line Road is for sale and several people who have looked at it stated that they are not interested in all of the land. Chairman Southern commented that the drainage district established in 2008 is still in place. One of the proposed four lots has an existing dwelling and there would be three additional lots created. There is a detention basin proposed to the far north of the property that has not been constructed. There were conditions on the original approval that all stormwater infrastructure would need to be completed prior to any construction of dwellings. Member Winkelman commented that this subdivision is similar to the established subdivisions across the road, keeping it consistent with the character of the neighborhood.

Chairman Southern commented that Mr. Eldridge had some concerns with drainage at the time of the 2008 subdivision. Member Kasper commented that he thought worked had been done on his ponds since then and there may not be any issues now. Counsel Molnar inquired if the restrictive covenants had been submitted to the Town. Research will be done at the Town to determine if this condition was met.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Redmond to schedule a public hearing on March 21, 2017 at 7:40 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Sketch Plan- Major Special Permit

Applicant: Welch Allyn, Inc.
P.O. Box 220
Skaneateles Falls, NY 13153-0220

Property: 4341 State Street
Skaneateles, New York
Tax parcel: 022.-01-16.0

Present: Scott Spanfelner, Welch Allyn; Jo Anne Gagliano, EDR; Steve Breitzka, EDR; Andrew Schuster, Ashley McGraw

The property is 152 acres located on the northwest corner of State Street Road and Mottville Road. There is an existing facility and the lodge on the property. There are two components to the property consisting of a 105,461SF addition that will abut to the west side of the existing building and expansion of the parking area in the front of the entrance. The addition will be located over existing parking and there will be an expansion of the loading dock area north of the addition by ten bays to the west. The net increase of 2,970sf of impermeable surface coverage for the building is almost a wash to the existing impermeable surface coverage. That amount will

be accommodated by the existing storm system located north of the perimeter road. The storm system is not being enlarged for the expansion. There will be some re-striping to accommodate handicap spaces on the south side of the addition. There is a net loss of 419 parking spaces in the lot.

The existing radial lot located in the front entrance of the facility will be expanded to the south with 224 spaces, a net reduction in parking of 195 spaces from the two parking areas. There will be new stormwater management on the west side of the radial parking and a bio-retention pond that will daylight into the existing swale. That will carry over to the existing micro-pool that was part of the 2008 expansion. The drainage system will be expanded to the north and not affect the micro-pool. There are berms located on the south side of the property, and there are plans to have berms located on the south side of the expanded radial parking as they work through their cut and fill calculations. The adjusted area for vegetation and the berms is slightly compressed that may give the berms a slightly different character but still maintain a conforming setback for the parking to the road. The parking will be screened by the berm, existing vegetation and new trees planted. Impermeable surface coverage will be increased by 1.3% to 14.7% and under the maximum allowed of 30%.

Member Winkelman commented that the topography slopes from south to north in the parking area further shielding the parking. He inquired if the sidewalk is pre-existing on the property. Mr. Breitzka commented that the existing stone dust nature trail will be relocated south as the parking area is expanded.

Member Winkelman inquired if the additional parking located near the entrance will be employee parking. Mr. Breitzka commented that it will be the relocated existing parking for the employees. Member Kasper inquired if the employees will have assigned parking. Mr. Spanfelner explained that a photographic study was completed over the winter when occupancy is the highest and snow removal impacts parking. There are about 900 employees and they will be hiring an additional 100 employees. There are 1,092 parking spaces prior to the proposed addition, and there will be a net loss of 195 parking spaces with the addition. There is more parking that is needed for the facility, as the typical occupancy is 85-90% as some of the staff travel or some are out for other reasons. The facility runs three shifts with 160 employees on the off shifts, some of the staff carpools, and about 100-150 people who use public transportation. In 2015, the location of large tents for the 100-year anniversary celebration was in the same location as the proposed addition, during the one-week period the facility did not have that parking available, and the parking was adequate.

Mr. Spanfelner began the discussion regarding the truck traffic by stating that the reason for the building expansion is due to a change in production philosophy to have more finished product ready to ship quickly. There became a need to store the finished goods and Welch Allyn leased a 54,000sf building in Auburn. Every day finished product is being trucked from the Welch Allyn facility to the warehouse in Auburn, and with the new addition, the products will be stored at the Skaneateles facility and send out directly to UPS as orders are placed. There will be no added traffic leaving the building but a net reduction in traffic from here to Auburn. Welch Allyn still occupies 30,000sf of the Empire building on Jordan Road storing raw materials, which would be consolidated to the main facility after expansion, eliminating the truck traffic to and from the Empire building.

Mr. Camp commented that there is no internal connection between the west and proposed expanded south parking lots. If there was no available parking in one lot a driver would have to

go out onto Mottville Road to access the other lot. Mr. Spanfelner commented that when people come to work at the same time every day they kind of know where the available parking is based on their arrival time. Member Kasper commented that the same would be true for plow trucks, police and emergency services, and inquired if they could be connected. Mr. Spanfelner commented that the area between the two lots closest to the building has an elevation drop, with the drop comprising almost a full story. Member Kasper inquired what would happen if the fire department arrived at the wrong parking lot location. Mr. Spanfelner stated that they have discussed the plan with both of the fire departments who have no problems with the plan. Member Winkelman inquired where the location is for the bus stop. Mr. Spanfelner said that the bus pulls into the west parking lot and unloads to the right of the facility, which occurs around 3:25 in the afternoon.

Counsel Molnar informed the Board that OCIDA has completed SEQR with a negative declaration determination. The application will be sent to the Onondaga County Planning Board for review and comment prior to the next Planning Board meeting. A working model of a draft resolution for consideration by the Board before the next meeting could be prepared, and the Board could meet at a special meeting on March 21, 2017 at 6:30 pm to discuss procedural matters that wouldn't require extended deliberation. Mr. Brodsky commented that a common area of concern in similar applications is the lighting, and the applicant could provide a lighting plan. A site visit may be warranted to review views from the road. Mr. Camp stated that a construction sequence is also needed for the application.

WHEREFORE, a motion was made by Member Winkelman and seconded by Member Hamlin to schedule a special meeting on March 21, 2017 at 6:30 pm for continued discussion on the application, and schedule a public hearing on March 21, 2017 at 7:50 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

A site visit will be conducted on Saturday, February 25, 2017 at 9 am at the site. Mr. Breitzka commented that they have completed a preliminary lighting layout plan and a photometrics plan will be submitted to the Board for review. Welch Allyn is also changing out their exiting lights to LEDs. Mr. Camp inquired if there were going to be any other lights added to the facility. Mr. Schuster stated that there will be wall packs added above exterior doors. All man doors that will be included with the addition will be for emergency egress only. The NYSDEC has approved the existing septic system with consideration of the addition. Member Kasper commented that the neighbor to the west had concerns last time there was an addition.

Amendment Request/Site Plan Review

Applicant: Douglas Hamlin
2052 West Lake Road
Skaneateles, New York
Tax Map #058.-01-29.0

Present: Douglas Hamlin, Applicant; Robert Eggleston, Architect

Member Hamlin recused himself as he is the applicant on the project.

A few years ago the applicant had received a special permit for redevelopment of the property with an impermeable surface coverage of 11.5% impermeable surface coverage. An amendment was obtained as the coverage came in higher than anticipated and the applicant was able to reduce the coverage with the inclusion of grass strips down the driveway.

The existing property is at 10.9% and the proposal is to add a 231sf roofed porch over the portion of the deck to provide screening from the sun that at times dramatically heats the deck. With the proposed roof the impermeable surface coverage will increase to 11.3%. There will be no disturbance to the ground as the roof supports will be tied into the existing deck. Onondaga County Planning Board had no comments in the resolution dated February 15, 2017. The City of Syracuse Department of Water had no comments in their correspondence.

WHEREFORE, a motion was made by Chairman Southern 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 by Member Donald Kasper, seconded by Member Scott Winkelman, and upon an affirmative vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Application, and amends the Approving Resolutions, with the Approving Resolutions remaining in full force and effect except as amended hereby with the following additional conditions:

1. That the Site Plan 1 through 3 of 3, dated January 25, 2017, and Narrative dated February 1, 2017 prepared by Robert O. Eggleston, licensed architect, be followed in all respects.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Recused]
Member	Anne Redmond	Present	[Yes]

Member Hamlin returned to the Board.

Continued Review-Major Special Permit/Site Plan Review/Lot Line Adjustment

Applicant	Skaneateles Springs Corporation
	Rick & Debbie Moscarito
	Property:
	120 Madison St
	1601 East Genesee St
	Chittenango, NY 13037
	Skaneateles, NY 13152
	Tax Map #032.-03-17.1 & 032.-03-17.2

Present: Robert Eggleston, Architect;

The submission provided is dated February 10, 2017 that includes all updates since the last narrative of August 2016, and includes the responses to the site plan review criteria. One of the comments that was at the last meeting was the continued concern about the landscaping and parking in the front of the lot. The new plan reflects the removal of eighteen parking spaces (one row) in the front of the lodge. The original design had an excess amount of parking with the code requiring 100 parking spaces, and the revised design having 94 parking spaces and the existing two car garage. What is allowed by zoning code is 85% of peak parking demand if the Board feels that is appropriate. The parking was figured individually by use of the restaurant, spa and the lodging as if there were independent uses. The reality is that the people coming to the

lodging will use the restaurant and spa. The fact that we have 85 parking spaces (85% of peak) , the benefit of removing 18 parking spaces and providing landscaping with native species like red oak and red maple, is definitely worth doing. Mr. Brodsky commented that there wasn't any other space to expand parking due to the wetland boundary. Mr. Eggleston concurred that the property is limited. He continued stating that the restaurant may not be established for five years.

Mr. Eggleston stated that the phasing plan currently is phase I for the instillation of the drainage pond and site drainage, and construction of the lodge and annex building; phase 2 would include the road and the first ten cottages; and phase 3 would be for the driveway and the last three cottages. The trails would be constructed early on in the development of the site.

Member Winkelman inquired on who did the landscape plan for the proposal. Mr. Eggleston commented that it was designed by Jim Clark who utilized native species. Callery pear trees will be placed along the road as the tree goes to a limited height without interfering with the wires. The more patriarch trees of maples, oaks, and lindens will be located further back with native evergreens to buffer by the Loftus building. There will be planting along the buildings and they will be determined once construction is completed to ascertain where trees may need to be added. They would like to maintain the row of older pines that front the wetlands buffer. Member Winkelman recommended deciduous trees for phase two and three as the sun is valued during the winter months.

Mr. Brodsky commented that although he appreciates the change in parking he is concerned about the loss, and inquired if the access road could potentially provide parallel parking if it were widened. Mr. Eggleston commented that he would rather deal with that if it becomes a problem because of the overlap of uses they may have enough. With the 85% of peak parking needed, or 85 spaces, the plan has 96 spaces available. Each bedroom has one parking space with a couple of the cottages having more than one parking space.

The septic system is one septic system with one septic field where everything drains to a holding tank that gets pumped up and dosed into the fields. This allows 100% of the fields to be in use all of the time. There is an expansion area to the left of the lodge. Member Winkelman requested clarification on the number of units on the proposal. Mr. Eggleston stated that there are 20 in the annex building with a separate bedroom with living room in each unit. The cottages vary from one bedroom to three bedroom that would be rented to one family. There has been no lock outs requested on the property. The three bedroom would sleep eight people. The existing four bedroom dwelling will remain as a four bedroom dwelling that will also be rented out to a single party. The dwelling has its own septic system and the parking is included in the parking count.

There is a list of the current submissions that will be sent out to the Board. Member Winkelman inquired if a view from the road sketch has been submitted. Mr. Eggleston commented that it has not been submitted to the Board. Member Hamlin inquired on the status of the water pressure. Mr. Eggleston stated that it is the same as last month. There will be a dry hydrant off of the pond to reduce the pressure demand on the traditional water system. Mr. Eggleston requested that the Board do the final SEQR determination at tonight's meeting and schedule the application for the public hearing. Counsel Molnar inquired if the SEQR completion was contingent on updates provided on the water supply. Mr. Eggleston commented that the answer has been provided by John Camp and we are waiting for the OCDOH sign off. The application will be continued after the update is provided by the Loveless Farm Development application.

Discussion

Applicant: Loveless Farm Development Property: 2783 West Lake Rd
1194 Greenfield Lane West side 051.-02-18.1
Skaneateles, New York 13152 Vacant land:
East side 053.-01-39.1

Present: Kevin McAuliffe, Legal Counsel; Jeff Davis, Attorney

Mr. McAuliffe, stated that he had taken over the representation, with Jeff Davis, of the project for his client. The draft EIS will be submitted to the Board in March 2017. He suggested that a meeting could be scheduled to discuss the project to bring new members into the discussion and refresh the existing members of the Board on the project. Mr. Brodsky inquired if new plans will be submitted with the draft EIS. Mr. McAuliffe commented that the plan has not changed from the last submittal.

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Kasper to schedule a special meeting for the Loveless application discussion on April 11, 2017 at 6:30 pm, and re-schedule the regular Planning Board meeting to April 11, 2017 beginning at 7:30 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

Continued Review-Major Special Permit/Site Plan Review/Lot Line Adjustment

Applicant Skaneateles Springs Corporation
Rick & Debbie Moscarito Property:
120 Madison St 1601 East Genesee St
Chittenango, NY 13037 Skaneateles, NY 13152
Tax Map #032.-03-17.1 & 032.-03-17.2

Present: Robert Eggleston, Architect;

An informal review of the submitted SEQR long form was completed by the Planning Board, at the January 24, 2017 meeting, and the Board had requested additional information to be supplied. A revised SEQR long form dated February 10, 2017 was submitted for the Board to begin the formal review so that the Board can make a SEQR determination and informed decision.

The Board reviewed **part 1 of the submitted EAF** and added the following:

D(1)(g)(iii): 45,000sf
D(2)(r)(i): Construction: 2 tons per week

Counsel Molnar recommended to the Board to reflect on last month's meeting with the thorough review of part 1 of the full environmental review that has been updated as reflected in the February 10, 2017 version. He recommended that the Board review part 2 and formally answer the questions.

The board reviewed **part 2 of the EAF** :

1 Impact on Land - No Yes

- a. Small, the applicant can work around the wetlands and buffer zone.
- b. Small
- c. Small
- d. No
- e. yes, phased plan over one year, moderate impact
- f. No, small
- g. No
- h. None

2 Impacts on Geological Features - No Yes

3 Impacts on Surface Water - No Yes

- a. No
- b. No
- c. No
- d. No
- e. No
- f. Small, dry hydrant will be used on detention pond
- g. No
- h. No
- i. No
- j. Small
- k. No
- l. None

4 Impacts on Groundwater - No Yes

- a. No
- b. No or small
- c. No
- d. No
- e. No
- f. No
- g. No
- h. None

5 Impact on Flooding - No Yes

- a. No
- b. No
- c. No
- d. No
- e. No
- f. No
- g. No

6 Impacts on Air - No Yes

7 Impacts on Plants and Animals - No Yes

- a. No
- b. No
- c. No
- d. No
- e. No
- f. No
- g. No
- h. No
- i. No

- j. None
- 8 Impacts on Agricultural Resources -** No Yes
- 9 Impacts on Aesthetic Resources -** No Yes
- 10 Impacts on Historic and Archeological Resources -** No Yes
- 11 Impacts on Open Space and Recreation -** No Yes
- 12 Impacts on Critical Environmental Areas -** No Yes
- 13 Impacts on Transportation -** No Yes
- 14 Impacts on Energy -** No Yes
- 15 Impacts on Noise, Odor, and Light -** No Yes
 - a. No
 - b. No
 - c. No
 - d. No
 - e. No
 - f. None
- 16 Impacts on Human Health -** No Yes
- 17 Consistency with Community Plans -** No Yes
 - a. No
 - b. No
 - c. No
 - d. No
 - e. No
 - f. No
 - g. No
 - h. None
- 18 Consistency with Community Character -** No Yes

Counsel Molnar recommended that based on the answers given by the Board. the Board consider checking box A for determination of significance of no significant impact on the environment, and therefore an environmental impact statement need not be prepared, and accordingly, a negative declaration be issued. The email from Robert Eggleston dated February 13, 2017 outlining the list of the current submissions will be attached to the full environmental assessment form.

WHEREFORE, a motion was made by Member Hamlin and seconded by Chairman Southern, the Board declared this application to be a Type 1 Action, and after review of the SEQR long 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.

RECORD OF VOTE

Chair	Joseph Southern	Present	[Yes]
Member	Don Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Present	[Yes]

WHEREFORE, a motion was made by Chairman Southern and seconded by Member Winkelman to schedule a public hearing on March 21, 2017 at 8:00 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

The Planning Board Meeting adjourned at 10:30 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Secretary/Clerk