

**TOWN OF SKANEATELES PLANNING BOARD  
SPECIAL AND REGULAR  
MEETING MINUTES  
May 16, 2017**

Joseph Southern  
Anne Redmond- Absent  
Scott Molnar, Legal Counsel  
John Camp, P.E. (C&S Engineers)  
Donald Kasper  
Scott Winkelman  
Douglas Hamlin

Karen Barkdull, Clerk/Secretary

Member Southern opened the meeting at 6:30 p.m. The meeting minutes of April 11, 2017 were previously distributed to the Board and all members' present acknowledged receipt of those minutes.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Hamlin to approve the minutes as submitted. 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	Anne Redmond	Absent	

The meeting minutes of April 25, 2017 were previously distributed to the Board and all members' present acknowledged receipt of those minutes.

**WHEREFORE**, a motion was made by Chairman Southern and seconded by Member Kasper to approve the minutes as submitted. 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	Anne Redmond	Absent	

**Public Hearing - Special Permit**

Applicant: Bean Works LLC  
3816 Highland Ave  
Skaneateles NY 13152

Property: Vinegar Hill Road  
Skaneateles, New York  
Tax parcel: 022.-01-01.6

Present: David Bean, Representative;

No one wished to have the public notice read. A site visit was conducted on April 29, 2017. The Onondaga County Planning Board requested a modification that OCDOH must formally accept or approve any existing or proposed septic system to service this property before issuance of a building permit in their resolution dated April 19, 2017.

After the site visit, a perc test was completed and the driveway location was approved by the County, although the paperwork has not been received yet. The result was not favorable for a conventional septic system; a raised bed system would be more appropriate for the parcel.

Counsel Molnar recommended that the Board consider this application for SEQR review as an Unlisted Action and it does not meet the criteria for a Type II action, and he reviewed the short form SEQR with the Board. In evaluating, each of the criteria set forth in Part II:

Part II	No or small impact	Moderate to Large impact
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulation?	X	
2. Will the proposed action result in a change in the use or intensity of use of land?	X	
3. Will the proposed action impair the character or quality of the existing community?	X	
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a CEA?	X	
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	X	
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	X	
7. Will the proposed action impact existing public/private water supplies and/or public/private wastewater treatment utilities?	X	
8. Will the proposed action impair the character or quality of important historic, archeological, architectural or aesthetic resources?	X	
9. Will the proposed action result in an adverse change to natural resources (e.g. wetlands, water bodies, groundwater, air quality, flora and fauna)?	X	
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	X	
11. Will the proposed action create a hazard to environmental or human health?	X	

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Kasper, the Board declared this application to be an Unlisted Action, and after review of the SEQR short environmental assessment form and determined that the proposed action will not result in any significant adverse environmental impacts. 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 Hamlin to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Member Scott Winkelman and seconded by Member Doug Hamlin, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the minor special permit, 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. That the Site Plan/Survey dated March 17, 2017 prepared by David Bush, Licensed Land Surveyor, and Narrative dated March 27, 2017 prepared by David Bean, be strictly followed; and
3. The parcel is not approved for a subsurface water treatment system at this time, and until OCDOH approves a subsurface water treatment system for the Property, no permits shall be issued for a buildout of the structure to include restroom(s); and
4. That water usage at the Property will be for the incidental washing of personal boats and equipment that will be stored in the structure; and
5. An as-built survey be submitted to the Codes Enforcement Officer with verification of conformance of completed project within (60) days of completion of the Project.

**RECORD OF VOTE**

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

**Merger Request**

Applicant: Jonathan & Deborah Holbein  
4120 Jordan Rd  
Skaneateles NY 13152

Property: 4120 Jordan Road  
Skaneateles, New York  
Tax parcel: 027.-03-19.0 & 027.-03-30.0

The applicants are requesting the merger of their two adjoining properties with one of the lots consisting of vacant land.

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

**RECORD OF VOTE**

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

**Public Hearing – Site Plan Review**

Applicant: Duncan and Barbara Wormer  
176 Van Voorhis Rd  
Pittsford, NY 14534

Property: 1840 Tamarack Trail  
Skaneateles, New York  
Tax parcel: 062.-01-09.5

Present: Duncan Wormer Applicant; Bill Ferraldo, Architect

No one wished to have the public notice read. A site visit was conducted on April 29 2017. The applicant is proposing the construction of a new single family dwelling on a 3.3-acre parcel with an existing guesthouse. A revised site plan dated May 4, 2017 reflects the final location for the septic field for the dwelling, the addition of a culvert under the driveway, and the curtain drain that will run to the west and north of the proposed dwelling.

The site plan reflects a 9.5% impermeable surface coverage on the lot that includes the private shared driveway that services the Salanger, Rotundo, Phohl and Wormer lots. If the shared driveway were to be removed from the calculations, the impermeable surface coverage would be 8.2%. There are some discrepancies between the most recent survey in 2012, older surveys, and the County tax maps as to whether this private driveway is part of the Wormer lot. The driveway is maintained by a road association and the applicant’s deed reflects that they have an easement over the driveway implying that they do not own that portion of land. The applicant is concerned that the inclusion of the shared driveway impermeable coverage will impinge on any future development of the property. The original deed from 1954 grants an easement over this portion of land for access to this lot. The legal description of Tamarack Trail begins at West Lake Road and provides access to all of the properties including this portion of the shared driveway.

The documentation from OCDOH for their approval of the new septic system for the proposed dwelling has not yet been received. The parcel will have two separate septic systems, the existing septic system for the guesthouse and a new system for the proposed main dwelling. The Planning Board can approve the secondary dwelling on the lot by special permit with the

consideration that the lot could not be subdivided in the future. Member Kasper recommended that a stipulation also be made that the guesthouse would be for seasonal use only.

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

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Member Scott Winkelman and seconded by Member Doug 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 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 S1.0 dated May 4, 2017, floorplan and elevations A1.0 and A2.0 dated November 17, 2016, and construction sequence dated May 4, 2017, prepared by Harmony Architectural Associates, Licensed Architects, be strictly followed; and
3. The guest house to remain for seasonal use only; and
4. That the parcel shall not be subdivided into separate lots; and
5. That the Applicant shall obtain all necessary permits and approvals from the OCDOH, and any other approval needed for the Application; and
6. 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]
Member	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]

Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Absent	

**Public Hearing - Special Permit**

Applicant: TP Creek LLC	Property: Jordan Road
11 Fennell St Ste 1	Skaneateles, New York
Skaneateles NY 13152	Tax parcel: 045.-03-09.1

Present: Tim McNally, Representative;

No one wished to have the public notice read. A site visit was conducted on April 29, 2017. The proposal is for a 60x120 foot Morton building on a vacant lot. There will be a swale added behind the building to control runoff. Mr. McNally stated that the driveway could be moved to the north so that it would approach the structure in an area that is more flat with the barn towards the top of the hill. The storage building will be for personal storage only. Member Kasper commented that the area is too steep for the driveway to go straight up to the proposed building. Mr. Camp stated that the driveway is somewhat steep and the way to combat that other than coming onto a flatter area, is cut and fill which would be a substantial effort. Doing a lot of earthwork may not be the best approach for the site. A topographic survey would be helpful as the lot is not a flat lot. Mr. McNally stated that there is an opportunity to move it slightly north and come in at a southward direction, then up the hill. Mr. Camp commented that a swale on the upward side of the building is a good idea and inquired if there would be any drainage associated with the driveway. Mr. McNally stated that the driveway would be pitched to control the drainage. Mr. Camp stated that from a safety perspective because the ditch is so wide, there should be a bit of a flat area to gather yourself in the event the drive is slippery.

Member Kasper inquired if there will be a parking lot on the parcel by the building. Mr. McNally commented that there will be a 40-50 foot area off to the side where the driveway is shown on the survey. Member Kasper commented that you would be pulling in with boats and trying to back them into the building. Mr. McNally commented that he was trying to put in as little as possible of a driveway and if the lawn is mowed regularly on the hill then it should harden up to drive on.

Mr. Camp inquired if the intent is to have a large-scale sliding door on the building along the long edge. Mr. McNally stated that there will be two doors on the long edge and one door on the east side of the building. The building will have water and electricity, and no septic system is planned for the property. Mr. McNally stated that it may be something for the future and would have to be a raised bed, however there are no plans for a septic system.

Member Kasper stated that with the snowmelt this spring, there was a lot of stormwater coming down north of the driveway. Mr. McNally commented that the proposed location for the driveway was chosen based on the stormwater flow they had also witnessed. Member Kasper commented that due to the size of the building there will be a lot of earthwork done. Mr. McNally stated that the swale should help. Member Kasper stated that a swale and possible check dams might be warranted as the stormwater was flowing down the hill rapidly. Mr. Camp commented that the Board usually has more information when they are review a project like this

to provide more clarity to the Board. When there is a steep site like this one, the answers to these questions becomes more pressing especial in terms of the extent of the earthwork, the driveway shown realistically, and access to the multiple doors on the site. From a drainage perspective, the size of the roadside ditches is quite substantial and the primary concern would be water running down the pavement into the road, and that should be shown on the drainage plans.

Member Hamlin inquired on the size of the gravel pad that will be located on the lot. Mr. McNally stated that it would be on the north side 30-40 feet out. Chairman Southern inquired about access to the door on the other side. Mr. McNally commented that it would just be lawn area, and the Morton building they had used before had about a 25 foot pad around it. They used to pull on the grass and back in without any problems.

Member Winkelman commented that Jim Murphy, neighbor to the east had sent in a letter, and that any lighting used should be night sky compliant as Mr. Murphy commented that he will be able to see the building from his property. Mr. Camp commented that the neighbor also wanted the building color to fit in with the neighborhood and a color that would not be obnoxious. Mr. McNally commented that they were considering khaki or brown color that would be used.

Counsel Molnar recommended that the Board consider this application for SEQR review as an unlisted action as it does not meet the criteria for a Type II action. Chairman Southern asked the Board if they feel they have enough information regarding the proposal to complete a SEQR determination. Member Winkelman commented that although they do not have a lot of information, it is a small project. Member Kasper expressed his concern on the water and concerned about the amount of cut and fill being done and its impact on stormwater control. Member Hamlin said that he felt that there was less information than what they normally receive with an application. Counsel Molnar recommended that the Board complete SEQR and open the public hearing, leave it open for the applicant to provide any additional materials requested and they could completed the public hearing next month.

At this time, Counsel Molnar reviewed the short form SEQR with the Board. In evaluating, each of the criteria set forth in Part II:

Part II	No or small impact	Moderate to Large impact
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulation?	X	
2. Will the proposed action result in a change in the use or intensity of use of land?	X	
3. Will the proposed action impair the character or quality of the existing community?	X	
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a CEA?	X	
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	X	
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	X	
7. Will the proposed action impact existing public/private water supplies and/or public/private wastewater treatment utilities?	X	
8. Will the proposed action impair the character or quality of important historic, archeological, architectural or aesthetic resources?	X	

9. Will the proposed action result in an adverse change to natural resources (e.g. wetlands, water bodies, groundwater, air quality, flora and fauna)?	X	
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	X	
11. Will the proposed action create a hazard to environmental or human health?	X	

**WHEREFORE**, a motion was made by Member Kasper and seconded by Member Winkelman, the Board declared this application to be an Unlisted Action, and after review of the SEQR short environmental assessment form and determined that the proposed action will not result in any significant adverse environmental impacts.

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. Joe Calipari, 3851 Fennell Street, commented that he is neither for or against the project and inquired where the driveway would enter the property. Member Winkelman indicated the location and Mr. Calipari inquired if it was the existing driveway location or if it will be on the north end of the property. Chairman Southern stated that it would be located on the southern end. Mr. McNally said that the proposed driveway will be located about 100 feet from the property line and north of the existing driveway. Mr. Calipari commented that there is a lot of water in the area with his sump pump running almost constantly. He continued saying that the water comes from Jordan Road and down the properties to Fennell Street, having a similar drop off like Austin Street. Member Winkelman asked if the stormwater goes into the roadside ditch and then north. Mr. Calipari said that most of it does although there is some of the water that goes underground too.

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

Member Winkelman requested a grading plan for the Town engineer to approve. Chairman Southern commented that the final location of the driveway needs to be determined and placed on the site plan as well as the location of the swale to the south and east. Mr. Camp stated that the location where the building would be located is relatively flat; however, the elevation goes up from there. Mr. McNally commented that there is an elevation change where the building is; however to flatten it out there will need to be a swale along the south side of the building. Mr. Camp stated that the swale behind the building should be sufficient letting the water peter out instead of using check dams. Mr. McNally stated that the swale could come around east and slow the water down and fall into the existing watercourse down into the culvert and across the street. Mr. Camp reiterated that it is hard to determine without topography of the lot. Chairman Southern stated that the location of the parking area needs to be shown on the site plan. Member Kasper added that location of the silt fencing during construction should also be shown. Mr. Camp inquired if the orientation of the structure along the long axis of the slope. Mr. McNally stated that the length of the building runs with the topography.

Chairman Southern commented that the Board has received a letter from James Murphy regarding the viewing of the property from the Jordan Road side up on top of the hill. He says he has no objection given the understanding that no one could use the structure for commercial

purposes down the road and is concerned about the accessory residential uses, which are noted. He is also concerned about outdoor lighting so if the site plan could indicate how and where the lighting would be located with night sky compliant fixtures. Chairman Southern inquired if there is a way to obscure the view with plantings behind the building. Mr. McNally stated that there is a considerable amount of existing trees located there that will not be disturbed.

Mr. Camp inquired on the height of the building. Mr. McNally stated that it will be 28 feet in height to the peak of the roof. Member Winkelman commented that this information should also be added to the application. Chairman Southern also requested elevations of the building.

Counsel Molnar reminded the Board that as the public hearing was closed their decision must be made within 62 days. The request for information should be provided to the Board promptly so that next month the Board can manage and complete the review. Unless the application is denied within the 62 days period, it is automatically approved. Materials to be submitted are the site plan with topo, orientation of the building on the site, narrative including the height and lighting, construction sequence, location of the swales, parking and driveway, and grading plan including the location of the silt fence during construction. The application review will continue at the next Planning Board meeting in June.

**Public Hearing - Special Permit**

Applicant: Allyn Paul  
2369 Brickyard Road  
Canandaigua, NY

Property: 4457 Vinegar Hill Road  
Skaneateles, New York  
Tax parcel: 023.-02-01.1

Present: Allyn Paul, Applicant

No one wished to have the public notice read. A site visit was conducted on April 29, 2017. The Onondaga County Planning Board recommended the following modification that the OCDOH must formally accept or approve any existing or proposed septic system to service this property prior to issuance of a building permit in their resolution dated April 19, 2017.

The proposal is for an accessory apartment addition to an existing structure with a 200sf first floor addition for access to the 744 sf accessory apartment on the second floor.

**WHEREFORE**, a motion was made by Member Hamlin 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. Richard Pitman, 4472 Vinegar Hill Road, asked the Board to approve the proposal, as they are 100% in favor on 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 Hamlin to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Member Donald Kasper and seconded by 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, 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. That the Site Plan/survey dated March 13, 2017 prepared by Richard Wheeling, Licensed Surveyor, be strictly followed; and
3. That the Applicant shall obtain all necessary permits and approvals from the OCDOH, and any other approval needed for the Application.

**RECORD OF VOTE**

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

**Continued Application - Special Permit**

Applicant: Graham Smith  
 1120 Jewett Road  
 Skaneateles, NY 13152  
 Tax parcel #044.-02-01.4

Present: Graham & Tammy Smith, Applicants; Robert Eggleston, Architect

The public hearing was closed last month and the application was awaiting the response from the Onondaga County Planning Board regarding the proposal. The Onondaga County Planning Board recommended a modification to the proposed action for the applicant to contact the USACOE and/or NYSDEC to confirm the presence of the Federal and/or State wetlands, respectively, and/or the 100-foot State wetland buffer on this site and obtain all necessary permits for any confirmed wetlands and buffers and show them on the plans for the site, prior to Town approval of the site plan in their resolution dated May 10, 2017. Mr. Eggleston commented that SOCPA is asking the applicant to go out and delineate the wetlands on his property that does not exist because it is reflected in the Town's resources map. The Board has made a site visit and seen the lack of wetlands on the property, and consider SOCPA's request an unnecessary and undue hardship for the applicant. The applicant requests that the Board overrule the request by a supermajority vote. Member Winkelman commented that there are

existing structures on both sides of the proposed structure and the drainage ditch on the neighbor's property to the west. Mr. Eggleston said that the proposed building would be more than 100 feet away from the drainage ditch.

The wetland that is located in the area is to the south behind the septic system. Member Winkelman inquired if approval was received regarding the septic system. Mr. Eggleston explained that the existing system was designed for 450 gallons, and the applicant had updated the plumbing fixtures equaling 330 gallons for three bedrooms. Adding a fourth bedroom would take it to 440 gallons, which is under the system maximum of 450 gallons. The only addition to the system is a grinder pump for the apartment to tie into the septic tank.

Mr. Camp commented that the entire disturbance is outside of the 100-foot watercourse buffer and that based on the site visit, the remainder of the rear yard has been mowed for some time. There would be no benefit to delineate the wetlands, as it is not within 100 feet of the proposed structure. Member Kasper commented that their only concern with the site plan was that the elevation was correct.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Member Scott Winkelman and seconded by Member Doug Hamlin, and after a supermajority 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 1 dated February 27, 2017, elevation plan 1 Of 1 dated September 20, 2016,, and narrative dated February 27, 2017, prepared by Robert O. Eggleston, be followed in all respects; and
3. 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	Donald Kasper	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Absent	

**Continuance-Subdivision/Lot Line Adjustment/Special Permit**

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 stated that as the applicant's representative for the applicant, he expressly gives permission to the Planning Board to review beyond the 62 days. The applicant is held up from being able to finalize any signing of plat plans until the water has been fixed by the Village and tests have been done, with the earliest being done sometime in the end of August. He continued requesting that the application be extended until September 30, 2017.

Mr. Eggleston commented that easement language has been submitted to Counsel Molnar. Counsel Molnar recommended there should be time given for review of the documents, prepare comments and consult with the applicant's counsel, and then subsequently bring back documents to the Planning Board and the Town Board, which would reflect a finished product. Mr. Camp inquired if the Town Board has made any resolution regarding the extension of the water district. Mr. Eggleston commented that nothing has been formally placed before the Town Board, although Dave Loftus had written to the Town about the Town accepting the proposed water line. Mr. Lanning commented that the Board had made the conclusion to table the decision until the County had approved the water. Mr. Eggleston shared his concern regarding a potential delay that could occur in waiting for their approval in September before the Town made their decision. Mr. Eggleston requested a timeline of the steps that the Town would take for approval of the extension.

Member Winkelman commented that the conservation easement draft should have articulated the values of the land and that it would be contiguous to the wetlands and forest area to the west.

**Amendment Request**

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

The applicant is requesting an amendment to the approved site plan. Once the applicant began to clear the site in preparation for the construction of the new single family dwelling, it was determined that based on the topography of the lot that the location of the deck should be located further to the south. The amendment proposal reflects the stairs beginning along the north side of the dwelling then crossing in front of the dwelling to the relocated deck, bridge and stair tower located to the south in an area of slopes less than 30%. In addition, the applicant is proposing a trolley lift from the south side of the dwelling down to the lake line dock. The trolley would have two tracks set on the ground with a motor and cable that facilitates the cab going down to the lake. The footings for the trolley are stakes in the ground.

Mr. Camp inquired if the stairs were pressure treated wood and pea stone. Mr. Eggleston stated yes, that they will remain the same but will spread out a little as they transition through the curve. Mr. Camp commented that the steps may catch water and direct it towards the dock. Mr. Eggleston reminded everyone that there are swales and gutters for stormwater control of the lot, which would almost eliminate any stormwater coming down the walking path. Mr. Camp commented that there is still a tree canopy in the area that would also assist with the stormwater

control. Member Kasper commented that the submitted pictures look like the lot was clear-cut. Mr. Eggleston stated that John Taylor had a discussion on tree removal with Todd Hall, CEO, before trees were cut and that many of trees had fallen or were dead so that not many trees were removed.

Member Hamlin inquired if there was any periodic maintenance required for the trolley lift. Mr. Eggleston commented that he did not think that there is a formal required inspection, and the applicant would make sure that it was maintained properly. Mr. Camp stated that public lifts are subject to inspection however, a private use lift may not require it.

Member Winkelman inquired if that cleared area around the house will be lawn on the slopes. Mr. Eggleston stated that it will be planted with myrtle or sumac or other low shrub cover for steep slopes. Member Winkelman inquired if the relocation of the walkway and deck changes the coverage of the lot. Mr. Eggleston commented that the open space will be decreased by .4%. Member Hamlin inquired how much further the dock will be moved south. Mr. Eggleston stated that the dock moves about 50 feet further south from the Tackley property.

Member Kasper suggested that the applicant provide more information on the trolley lift. Member Winkelman commented that it may not be part of the Planning Board's purview. Mr. Eggleston commented that manufacturer's information can be provided to the codes officer when they submit a building permit.

**WHEREAS**, a motion was made by Chairman Southern and seconded by Member Winkelman, 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, not subject to further SEQRA review.

**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 Resolution, 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 of 2, with the revised dated May 4, 2017, prepared by Robert O. Eggleston, licensed architect, be followed in all respects. And
2. Installation and utilization of the proposed Trolley Lift shall adhere to any applicable code requirements.

**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	Absent	

## **Sketch Plan – Special Permit/Site Plan Review**

Applicant: Keefe & Susan Gorman  
2545 East Lake Road  
Skaneateles, New York  
Tax parcel: 037.-01-29.0

Present: Debbie Williams, Representative

The property is at 2545 East Lake Road that has an existing 342sf lake access stairway and 213sf deck at the top of the bank that is in disrepair. The proposal is to replace the stairs with a new metal grated staircase of 372sf supported by three steel beams. The shoreline deck would be replaced with a smaller deck of 154sf. 800sf of shoreline structures are allowed for this lot with the proposed structures totaling 526sf. Each landing on the stairs will have a trellis on it, as it traverses 46 feet from the top of the bank to the shoreline. The bank of the shoreline consists of brittle shale. Ms. Williams stated that the Z-2 drawing reflects a proposed trench drain from the top of the bank down to the lake to control drainage.

Mr. Camp inquired on how the design of the stair system and the steel connections. Ms. Williams stated that it was her understanding that it was a pre-constructed system with concrete footers on the base. Mr. Camp commented that it will be a huge span for the three steel beams. Another item Mr. Camp identified is that the applicant is proposing siding along the stairs, and with the existing stairs, the rock behind it is visible. If the stair tower is clad and painted white, it would be visible from down the lake for miles.

Member Winkelman said that the trellises will provide an opportunity for vines or plants to camouflage the structure and provide shade. Mr. Camp commented that the staircases on the lake are generally open frame providing less visual impact. Member Hamlin noted that it could appear as a four-story house with vines on it with the proposed cladding.

Chairman Southern commented that Mr. Brodsky had reviewed the proposal and although the dwelling had received several variances, impermeable surface coverage was not regulated during that time, and with the lot being over 10% coverage may be subject to redevelopment. Both of the structures are permeable; the total impermeable surface coverage of the lot is nonconforming at 12.1%. As the structures are permeable, the application may not trigger redevelopment.

Mr. Camp commented that as more detail is provided on the stairs, the layout may change. Ms. Williams commented that once the cladding is on the staircase it would look like a building and there may be a change in the footprint. Member Hamlin stated that the existing stairs do not have a footing and the proposed stairs have two footings. Ms. Williams said that there would be one at the top and one at the bottom with three vertical rails going 42+ feet down. Mr. Camp expressed his concern regarding the long span for the beams with a lot of weight on them. Member Winkelman remarked that there would be a lot of cutting back of the topography. Mr. Camp commented that more information is needed on the cut as well.

Ms. Williams said that once the old staircase is removed, there is a lot of the bank behind it that you cannot see, and as such, they would not know what will need to be done until the stairs are

removed. She continued stating that they are going to cut back the bank to provide for the vertical beams. More detail should be provided for engineering review. Ms. Williams commented that the cut is probably to create a place for the beams to go. A site visit will be conducted on June 10, 2017.

### **Sketch Plan – Site Plan Review**

Applicant: Thuan Loi  
1034 Butters Farm Lane  
Skaneateles, New York 13152

Property: 3221 East Lake Road  
Skaneateles, New York  
Tax parcel: 040.-01-12.0

Present: Thuan & Allison Loi, Applicants; Bill Murphy, Architect;

The applicants have an offer to purchase the property at 3221 East Lake Road. The property is a pre-existing nonconforming lot for road frontage with a dwelling that had received variances for yard setbacks. The existing impermeable surface coverage is 15.2% and the open space is 83.8%. Proposed is a two-story addition between the dwelling and the existing detached garage. There would be a second floor expansion of the dwelling, expansion of the existing deck on the east side of the dwelling and removal of some of the driveway. Impermeable surface coverage would reduce to 14.6% and open space would increase to 84.1%.

The lot is less than 100 feet in width and 950 feet in length with the driveway comprising over 10% impermeable surface coverage of the lot. As the driveway makes its way through the first half of the property, it passes many trees and vegetation and then the driveway straightens out as it approaches the clearing with lawn. As water comes down the hill, the older growth of trees and vegetation in the first half of the lot does a lot to absorb the stormwater. There is also a culvert located approximately 200 feet from the right of way that handles stormwater events and directs the stormwater to the neighbor's property.

The proposal for renovation will increase the interior by 11,456CF of cubic volume and 508SF of footprint, for living space for the three bedrooms upstairs and storage space over the garage. The small loft would be a play space for the children. The existing deck will expand to the north to provide the walkout basement coverage from the elements as well as providing a more unified look to the dwelling. Approximately 1200sf of driveway will be removed with a portion of the proposed addition over the driveway. Sidewalks will be replaced with permeable pavers to assist with the reduction in impermeable surface coverage. The overall reduction in impermeable surface coverage would be .6%.

OCDOH has approved the septic system for a four bedroom dwelling as proposed that will replace the existing three bedroom septic system. The neighbors to the north and south have been previously renovated, making the existing property not in keeping with the character of the neighborhood. All modifications to the property and structures are beyond the 100-foot setback to the lake. The renovation of the existing structure has less impact to the environment compared to a demolition of the existing structures and rebuilding.

There will be a swale to the east and north installed to properly direct the driveway runoff to the lake. Mr. Camp noted that there is an existing smaller swale on the north of the lot in addition to

the proposed swales for the project. Mr. Murphy commented that the little swale will not be made deeper but carved correctly. Mr. Camp commented that there may be more disturbance than needed in creating the swales. If there is an existing problem then they may be needed, otherwise they might be able to be eliminated. That can be determined at the site visit. Mr. Murphy commented that if there are suggestions to changes to the grading that they are amenable to it.

Member Hamlin inquired on the construction of the shoreline patio. Mr. Murphy stated that the patio consists of large slate pieces but it may not be spaced properly and they have no plans to change the shoreline patio.

The applicant is also requesting leniency from section 148-12G6 as the lot as proposed would have the DRAF fund contribution to protect 41,002sf of additional land would equate to a payment of \$44,692.18. The applicant feels that the amount is excessive given the improvement in impermeable surface coverage on the property with minimum impact to the site. The hardship of the long narrow lot and access driveway with the offsetting to the drainage from further up the hill by the trees and vegetation on the eastern side is beneficial in absorbing the sheet action drainage. The applicant would like to propose a variance from the impermeable surface coverage. Counsel Molnar commented that potentially there is a variance request on the amount of the redevelopment fee mitigation measure of either compliance or payment into the fund. As an alternative, a variance from the mitigation measure would require the applicant to submit an application to the Zoning Board of Appeals, with the Planning Board referring the application to the Zoning Board of Appeals.

Counsel Molnar referred to Mr. Brodsky's notes as possible alternatives for consideration including the possibility of a grass strip down the entire length of the driveway reducing the impermeable surface coverage to a compliant level. Mr. Murphy commented that he thought that the use of grass strips was not a desirable condition. Member Winkelman commented that it is an option of last resort. Member Kasper stated that the grass strip would need to be constructed correctly. Mr. Camp stated that there has been some installed recently that have been successful. Mr. Murphy commented that it would probably need a grass paver for structure and inquired if it should be a pipe and stone or stone with fabric underlayment. Gravel underlayment under the grass with the driving surface sloped towards the grass strip would be part of the design. A rough calculation of the grass strip would reduce the impermeable surface coverage to approximately 11.5%.

Member Hamlin commented that Mr. Brodsky also recommended looking at the waterfront for possible reductions. The 488sf patio would reduce it approximately .5%. A site visit will be conducted on June 10, 2017. The Planning Board would not be able to render a decision until the Zoning Board has rendered their decision on any variances requested.

**Sketch Plan – Site Plan Review**

Applicant Christopher Graham  
4302 Jordan Rd  
Skaneateles, NY

Property:  
4331 Jordan Road  
Skaneateles, NY 13152

Present: Chris Graham, Applicant; Robert Eggleston, Architect

A revised site plan dated May 16, 2017 was submitted reflecting the accurate location of the City of Syracuse Water line location that runs through both properties. The correction in location of the water line has changed the proposed relocation of the garage. The 48'x24' garage is located on the larger parcel that is being replaced by a new garage with apartment above that had received approval from the Planning Board. The existing garage will be relocated on the smaller parcel to be used for storage for his business with a second floor addition for an office.

If this lot (024.-02-01.1) was a separate lot, then there would be no need for variances as it could conform to the setbacks for a nonconforming lot; however since the lots are tied, the proposal makes the property mixed use and over two acres in size, and increases the setbacks required. The Zoning Board of Appeals is reviewing the application and will be holding a public hearing in June.

There is a small rise in the topography and the proposed building will be set into the hill. The building will have three overhead doors on the west side with a door to access the office from the north side. There would be no employees visiting the site and the storage would be for his tools and other materials.

The garage is not being relocated on the main site as the applicant is considering the use of the southern end of the property for multi-family use with a potential zone change from RR to Hamlet to achieve the desired result. A site visit will be conducted on June 10, 2017 at approximately 10:30 am.

Mr. Camp noted that the driveway culvert is located out of the City of Syracuse right of way. Mr. Eggleston clarified that that is the location of the existing driveway.

**WHEREFORE**, a motion was made by Chairman Southern and seconded by Member Winkelman to schedule a public hearing on June 20, 2017 at 6:30 pm. The Board having been polled resulted in the unanimous affirmance of said motion.

**Continued Review – Site Plan Review**

Applicant: Paul Garrett  
8155 Ivy Trail  
Baldwinsville, NY 13027

Property: 2167 West Lake Road  
Skaneateles, New York  
Tax parcel: 059.-02-09.1

Present: Robert Eggleston, Architect;

Submitted was a letter from the neighbors in support for the proposal. The revised site plan and grading plan dated May 9, 2017 was submitted. The grading plan on sheet 1A reflects a swale that will go around the working area to divert any stormwater to the lawn before it drains to the road ditch. A 3-4 foot tall retaining wall will be located to the west and south of the proposed garage and marking area.

The exact location of the leach field is shown, as there was some discrepancy in information regarding whether the property had dry wells or a leach field. The dry wells were located that were abandoned with one of the wells as an open pit. The location of the distribution box for the leach fields is still being located. Member Winkelman inquired if that was why the garage is being located to the west because there seems to be a lot of cut and fill. Mr. Eggleston commented that it was an open field before you get to the hedge field. The applicant wanted pole barn construction based on cost. Mr. Camp commented that it is the reason it is not being graded up to the barn. He inquired what the nature of the proposed retaining wall. Mr. Eggleston stated that it either would be a modular masonry unit or stacked rock.

The Onondaga County Planning Board recommended modifications to the proposal that the applicant must submit the site plan to NYSDOT to coordinate driveway requirements, and that the OCDOH must approve the septic system in their resolution dated April 19, 2017. The applicant has already obtained the driveway permit to expand the driveway entry with gravel sides.

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

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Chairman Joseph Southern and seconded by Member Doug 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. That the Site Plan 1 of 4 through 4 of 4 dated March 30, 2017 and Narrative with Construction Sequence dated March 31, 2017 prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
3. That the Applicant shall obtain all necessary permits and approvals from the OCDOH, DOT, City of Syracuse Department of Water and any other approval needed for the Application; and
4. 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]
Member	Donald Kasper	Present	[Yes]

Member	Scott Winkelman	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Anne Redmond	Absent	

**Sketch Plan – Site Plan Review**

Applicant:	Martin Hubbard 52 Jordan Street Skaneateles, New York 13152	Property:	West Lake Road Skaneateles, New York Tax parcel: 054.-01-12.0
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Present: Robert Eggleston, Architect;

The vacant lot is over two acres and is located west of the existing property on the lake that has a single-family dwelling. The vacant property had a dwelling that was destroyed by fire that the applicant had demolished a few years ago. The vacant lot contains a watercourse to the north and slopes over 30%, with access off the existing lane that has three existing dwellings located off it. The Hoags, one of the neighbors on the lane, owns the lane from West Lake and provides access to the three parcels.

Due to the limited area possible for development, the applicant is proposing a 60’x60’ basketball court that would be built into the steep slopes that will also have a 10.5ft high wall for practicing tennis. By tucking the proposed basketball court into the bank, it would balance the cut and fill and make it less visible from West Lake Road. The 10.5 ft high wall will have a three-foot high fence on top for safety and to contain stray balls. Behind the wall will be proposed drainage. The drainage has been problematic on the lot over the years, there will be a swale lined with rock installed to control the water rather than allowing it to continue to cause erosion.

Mr. Camp inquired on the existing conditions of the drainage on the site and if the field all drains to the point, where the proposed court will be placed. Mr. Eggleston stated that the water naturally comes across the two fire lanes from the Bruni/McCarthy lot and across the lawn, and then to this point where there has been an erosion problem. Member Winkelman commented that the proposed development is right on the point of erosion. Mr. Eggleston commented that it will be built right on the point and they will build appropriate drainage systems for it.

There are two variances being requested from the Zoning Board of Appeals, one for a watercourse setback of 75 feet and construction within slopes greater than 30%. There will be a public hearing for the variance request at the June 13, 2017 Zoning Board meeting. Member Kasper inquired where parking would be for those using the basketball court. Mr. Eggleston commented that parking would be at the dwelling and they will walk up to the court. All lighting will be night sky compliant and will be 20 feet in height. A site visit will be conducted on June 10, 2017.

**Discussion**

Owner:	Skaneateles Storage LLC Jeremy Kimball PO Box 690 Skaneateles, NY	Property:	1351 Cherry Valley Tpke Skaneateles, NY 13152
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Tax Map #032.-03-30.1

Present: Robert Eggleston, Architect;

The owner would like to be able to rent boats at the location where he had received prior Board approval for the U-Haul rentals. If the boat rentals became successful, then an interested party may submit an application for a structure to be located behind the pond to serve as a rental office/showroom for boats. The boats would be rented for the day or week. The Board concluded that the owner could rent boats, as it would be similar to the U-Haul approval. Only one of each style of boat would be allowed to be displayed in the row the U-Haul trucks are located. Member Kasper commented that the boats would not be able to be serviced at the location.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Kasper to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 9:15 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Secretary/Clerk