

**TOWN OF SKANEATELES
PLANNING BOARD
MEETING MINUTES
August 20, 2024**

Donald Kasper
Douglas Hamlin
Jill Marshall -absent
Jon Holbein
Samantha Parker-Fann
Scott Molnar, Legal Counsel
John Camp, P.E. (C&S Engineers)
Karen Barkdull, Clerk

Chair Kasper opened the meeting at 6:30 p.m. The meeting minutes of July 16, 2024 were previously distributed to the Board and all members present acknowledged receipt of those minutes.

WHEREFORE, a motion was made by Cochair Hamlin and seconded by Member Parker-Fann to approve the minutes as submitted. The Board having been polled resulted in the affirmance of said motion. Chair Kasper abstained due to his absence at last month's meeting.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Abstain]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

Public Hearing- Special Permit/Site Plan Review

Applicant:	Collin & Melissa O’Toole	Property:
	43 Jordan St	2621 Benson Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #055.-01-03.3

Present: Collin O’Toole, Applicant; Tom O’Toole, Representative;

A site visit was conducted on August 10, 2024. The berm has been installed, mulch bins moved, and some of the gravel converted to grass. They intend to add a solid fence along the south property line from the west end of the garage heading to the west. Chair Kasper inquired if there were any changes to the hours of operation and Mr. O’Toole stated that they will be Monday through Friday 7 am to 5 pm. The number of cars that may be there during those hours would be up to six. Mr. O’Toole submitted an outline of what has been completed and what steps will be taken to complete to bring the property into compliance.

Member Parker-Fann said that at the site visit, it was noted that the materials on the property were staged on the grass. Mr. O’Toole said that the materials are for the development of the dwelling and for future jobs. Chair Kasper said that the concern is the storage of pallets on grass. Mr. O’Toole said that the pallets are like decks with spacing between the board and that they are temporary. Chair Kasper explained that the pallets are causing the ground to compress and not allowing the water to draining into the soil, making the area impermeable over time, plus they will be moved around with a skid steer. Mr. O’Toole agreed

and said that it does mess up the grass area. Collin O'Toole said that he could place them on the gravel as well.

At this time, Chair Kasper opened the Public Hearing and asked if there was anyone in favor, in opposition, or had any other comments of the project. Mr. Eggleston, 1391 East Genesee St, stated that he represents the neighbor next door, Heather Vasile, and said that a comment letter has been submitted dated July 29, 2024 that was also submitted to Collin O'Toole. The ultimate goal of Heather's is for everyone following the same procedures as everyone else. He continued saying that the number of employees, the number of vehicles that will be parked on site, and that the proposed driveway and parking access does not physically work for the business, movement of vehicles and deliveries, although complies with impermeable surface coverage. He appreciated that the O'Tooles have followed through with some of the suggestions from the Zoning Board of Appeals and brought back the impermeable surface coverage away from the south property line. Ms. Vasile is in support of planting trees along the property line, and they are suggesting pine trees in areas where the hedge was cut back. Ms. Vasile had put up some camouflage fencing after they had cleared the area where the gravel and materials bins were originally stored two feet to the property line. Wildflower meadows could be planted along the southern property line as well as it is the direction that is now being recommended that would also reduce the need to mow all of the time. Ms. Vasile has also provided a list of booked events to Mrs. O'Toole in the hope of courtesy being extended during the events. She would like to have both businesses be successful.

Mr. O'Toole said that there has been a lot of requests for things to be done and there has also been a lot of assumptions from the secondhand owner of the neighboring property. Collin never cleared anything along the property line except for the area from the barn to the southwest. Nothing was cleared from the barn to the southeast. If they want to add trees they can. They want Collin to plant \$8,000 worth of pine trees along the woods. We understand the neighbor's business and last weekend they left their property during the time there was a wedding. Their business has hours of operation from 7 am to 5 pm Monday through Friday that works very well. They may have an occasional time when they pull back in at 5:30 pm or 6 pm, and the neighbor's events tend to be on Fridays and Saturdays. We mowed the lawn on Sunday, and they mow whenever they want, and we do not care.

Collin O'Toole said that meadows will happen in the southwest corner of the lot, and that they are not going to put the meadows in the southeast corner as it will look un-manicured. Collin added saying that that if trees are planted along the southern tree line that the pine trees would die because the existing tree canopy would block the light of the pine trees. He continued saying that he does not plan to do any maintenance or mowing on the commercial side of the property while there is an event going on, as he respects his neighbor. Mr. O'Toole said that the Vasiles do not live in the house on the property and that they rent it.

He continued saying that their business is quiet and that there is noise right now from the dwelling being constructed.

Mr. Eggleston submitted a copy of the email correspondence from Ms. Vasile to the O'Tooles of their event schedule for this year. He commented that the event center was a business that was established before the O'Tooles had acquired their property. Letters from the neighbors were received in regard to the application and are on file with the town.

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

Chair Kasper commented that the board is reviewing the commercial space of the property and when a resident chooses to mow their lawn is up to the resident. Both the neighbor and this property need to get along as they both runs commercial activity on mixed use lots. He continued saying that no equipment should be running outside of the stated business hours of Monday through Friday 7 am to 5 pm and occasionally on Saturday due to weather delays The Aster property has plenty of mature trees on the property and the trees they would like to see added won't make any difference as the businesses operate at different times, and the only impact would be the reduction in mowing area near the property line.

Chair Kasper said that the driveway design will be difficult for a tractor trailer to deliver mulch and there should be no case where a tractor trailer is driving on the grass. He continued saying that there were six vehicles there when they conducted the site visit and Collin O'Toole said that those are the kinks that they will have to figure out.

WHEREAS, a motion was made by Chair Kasper and seconded by Member Parker-Fann, the Planning Board classified this application a Type II action pursuant to 6 NYCRR617.5(c)(9) and not subject by SEQR for further review. The Board having been polled resulted in the affirmance of said motion.

WHEREAS, the Planning Board in reviewing the Application under Special Permit and Site Plan review criteria, adopted the following findings (the "Findings") for proceeding with a determination on the Application:

- (1) That the Application will comply with all provisions and requirements of this chapter and of all other local laws and regulations and will be consistent with the purposes of the land use district in which it is located, with the Comprehensive Plan and with the purposes of this chapter; and
- (2) That the Application will not adversely affect surrounding land uses by creating excessive traffic, noise, dust, glare, pollution, or other nuisances as the building will not affect the surrounding area due to the minimal activity proposed; The project will not affect anything as there will be minimal activity; if the applicant follows the submitted narrative; and
- (3) That the Application will not result in the release of harmful substances or any other nuisances, nor cause excessive noise, dust, odors, solid waste, or glare; if the applicant follows the submitted narrative; and
- (4) That the Application will not adversely affect the general availability of affordable housing in the Town; and
- (5) That the Application will not cause undue traffic congestion, unduly impair pedestrian safety or overload existing roads, considering their current width, surfacing and condition; and

- (6) That the Application will have appropriate parking and be accessible to fire, police, and other emergency vehicles; and
- (7) That the Application will not overload any public water, drainage or sewer system or any other municipal facility or service, including schools; and
- (8) That the Application will not degrade any natural resources, ecosystem, or historic resource, including Skaneateles Lake or Owasco Lake; with the material storage being located on the gravel surface so as not to compact the grass and soil; and
- (9) That the Application will be suitable for the property on which it is proposed, considering the property's size, location, topography, vegetation, soils, natural habitat, and hydrology and, if appropriate, its ability to be buffered or screened from neighboring properties and public roads with the applicant's proposed landscape plan; and
- (10) That the Application will be subject to such conditions on operation, design and layout of structures and provision of screening, buffer areas and off-site improvements as may be necessary to ensure compatibility with surrounding uses and to protect the natural, historic, and scenic resources of the Town; and
- (11) That the Application will be consistent with the community's goal of concentrating retail uses in the Village and hamlets, avoiding strip commercial development and locating nonresidential uses that are incompatible with residential use on well-buffered properties and is consistent with the Comprehensive Plan; and
- (12) That the Application will be able to comply with site plan review standards in §148-10-6, and the Rural Siting Principles in Town Policy and Guideline Book have been taken into consideration.
- (13) That the Application will have no greater overall impact on the site and its surroundings than would full development of uses of the property permitted by right.

Chair Kasper reminded that applicant that the equipment should not be run during the off business hours such as loading the skid steer in preparation for the next day's work. Chair Kasper inquired if the board should consider the addition of trees as the neighbor had suggested. Member Parker-Fann said that although she supports adding trees to a project, the advice about the feasibility of the trees surviving has convinced her that they are not necessary. Chair Kasper said that the trees located on the neighbor's lot will provide enough screening, especially during the summer months. Chair Kasper said that the mulch bins are not in the correct location and Mr. O'Toole suggested that they could be moved to the west end of the parking area and turned 90°. Chair Kasper suggested that landscaping to hide the bins from view to the south should be added and Collin O'Toole stated that he intends to add trees or bushes to hide it. Mr. O'Toole said that a proposed six foot privacy fence will run along from the barn to the west 80 feet. Member Parker-Fann commented that meadows should be incorporated on the plan and Collin O'Toole said that he intends to have it in the southwest corner. The applicant should provide an updated site plan that reflects the location of the materials bins turned 90° and moved to the end of the driveway with dimensions shown, and that meadows will be located in the southwest corner of the lot. The revised site plan should be submitted to the town at the next meeting.

Counsel Molnar recommended that he draft the resolution for the board for the next meeting that will commemorate all of the conditions discussed at the meeting. The draft can be shared with the applicant prior to the next meeting as well. The board agreed with Counsel Molnar’s recommendation to codify the special permit with the suggested conditions that could be reviewed and approved at the next meeting.

Public Hearing-2 Lot Subdivision

Applicant:	Joseph Collard 4261 Vanderstouw Rd Auburn, NY 13021	Property:	7642 State Rte. 38A Skaneateles, NY 13152 Tax Map #061.-03-02.1
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Present: Joseph Collard, Applicant;

Mr. Collard explained that he has a 67 acre parcel that he would like to subdivide so that the two acre parcel encapsulates the existing farmhouse and outbuildings. His intention is to sell the two acre parcel to a long term employee who will eventually take over the farm. A site visit was conducted, and Chair Kasper said that it looks good and there is plenty of land there. He continued explaining that Onondaga County will require a full size map of the property with the proposed lot shown on it before it can be signed by the Chair and file it with the county.

At this time, Chair Kasper opened the Public Hearing and asked if there was anyone in favor, in opposition, or had any other comments of the project. No one spoke in favor, opposition or had any other comments.

WHEREFORE, a motion was made by Cochair Hamlin and seconded by Member Parker-Fann to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

At this time Counsel Molnar recommended to the Board that the application be an Unlisted Action and reviewed the short form SEQR with the Board. In evaluating each of the criteria set forth in Part II:

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 small	

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 Chair Kasper and seconded by Cochair Hamlin, 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.

WHEREAS, pursuant to and in accordance with Section 276 of the Town Law of the State of New York, and Chapter 148 of the Town of Skaneateles Code, the Applicant has submitted the following items to the Planning Board for consideration when approving the Subdivision Map, including:

1. Partial Plan Collard Subdivision dated December 16, 2022, prepared by Dan Michael Anderson, P.L.S. (“Final Plat” or “Subdivision Map”); and

WHEREAS, upon review of the Subdivision Map, the Board concurs that it fulfills code requirements, reflecting two subdivided lots under consideration, with Lot 1 consisting of 2.0+/-acres of developed land with dwelling and two accessory structures, and Lot 2 consisting of 65.0 +/-acres of unimproved land.

NOW, THEREFORE, upon a motion made by Chair Donald Kasper, seconded by Cochair Douglas Hamlin, and upon the affirmative vote of all Members present, as set forth in the Record of Vote referenced below, the Skaneateles Planning Board approves the Subdivision Map for the Collard Subdivision as the final plat, subject to the following conditions:

1. The foregoing recitals are incorporated herein as if set forth at length;
2. The Subdivision Map shall be amended to include the metes and bounds for Lot 0 and proposed Lot 2 lot; and
3. That one mylar and five copies of the Subdivision Map shall be submitted for signature within six months of the filing of this decision, and the Chairman is authorized to sign said Subdivision Map, subject to fulfillment of applicable conditions herein; and

4. That the Subdivision Map shall be filed with the office of the Onondaga County Clerk within sixty days of the signing of the Subdivision Map and proof of said filing shall be submitted to the Planning Board.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

Public Hearing-Special Permit/Site Plan Review

Applicant:	John Menapace	Property:
	2487 East Lake Rd	4022 Mill Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #027.-01-74.1

Present: John Menapace, Kate Slade, Applicants; Robert Eggleston, Eggleston & Krenzer Architects
Member Parker-Fann recused herself as her husband works for the brewery.

Skaneateles Excavation has written a letter of approval that was submitted to the town for use of a parking lot on Fennell Street for overflow parking. At the site visit it was noted that there is a need for improvement to the pavement for accessibility and providing accessible parking. Mr. Eggleston continued saying that parking space 58 could be made an accessible parking space that is near the event center entrance. There will also be a permeable sidewalk added to the side entrance

Chair Kasper said that the septic system will need to be evaluated to determine if it can support the water usage for the event center as the water usage impacts the septic system. Mr. Camp said that it would be reasonable to request that the applicant provide some documentation that the existing septic system can support additional flow. Chair Kasper inquired if the wastewater from the distillery and brewery go into the septic system and Mr. Menapace explained that the processed wastewater from the distillery and brewery goes into a holding tank that gets pumped out. Mr. Eggleston commented that the water usage for that is included in the water usage numbers and will need to be taken out to provide a more accurate account of the water going into the septic system.

Chair Kasper commented that at the proposed entrance for the event center portion of the building, there was a grate that will need to be modified to allow for wheelchair access. Mr. Eggleston suggested a trench drain could be added to assist with drainage instead of the grate. Member Holbein inquired about the off street satellite parking and when it would be utilized. Mr. Menapace said that it would be used when there are weddings as they will know how many people are expected and can plan accordingly. Cochair Hamlin said that employees can also park at a remote location. He continued saying that the board wants to make sure that there is no parking on the road as it is a nuisance to motorists and a safety issue. Mr. Menapace said that he does not know of any way that he could guarantee that no one will park on the road; however, they will monitor it and ask them to move. Counsel Molnar said that the Planning Board is reviewing a proposed change in use, a special permit, and the board is isolating its review to the site to determine if the site is capable of accommodating the proposed use. The applicant is proving that out by showing the parking spaces on site and the satellite parking that you have available for events. The special permit is contained directly on the site. The Planning Board should only consider the offsite remote

parking that is being proposed that will have a shuttle. Parking is exclusively on site for the for onsite use. Mr. Menapace said that he has a person who monitors the parking for events.

Chair Kasper inquired about the restroom facility requirements and Mr. Eggleston said that a working drawing will be provided to the Codes Enforcement Officer that will reflect the building code requirements for the required restroom facilities. Chair Kasper asked if there has been a parking problem with the food truck events at the site. Mr. Menapace said that there was an issue with St. Patrick's Day, but that it was the only occurrence due to the Irish dancers that were performing. There were a couple of people who parked incorrectly on the road that the troopers had to get involved.

At this time, Chair Kasper opened the Public Hearing and asked if there was anyone in favor, in opposition, or had any other comments of the project. Scott Brothers, 1179 Mottville Road, said that if Mr. Menapace does what he did with the Brewery, he is sure that it will be beautiful. His concern is parking and that the numbers used in the narrative are incorrect. It is stated as fact that there are three people per car and the zoning never states that. It says that as far as event centers it is up to you to review the facts and produce a number to determine that. Wedding planning sites say two people per car. That changes the 33 car parking space to 50 spaces. The town codes talks about no parking on Mill Road 1500 feet from the intersection with Old Seneca Turnpike round the bend and there is another no parking area on both sides of the street that is supposed to be marked that way. That is not being considered on this. In addition, there are parking space on the drawing that are part of the right of way for the town. There is supposed to be a buffer between where the highway starts, and it is not included. There are two spaces that are listed as handicap and there is supposed to be three with 60 inches between them. There should be a required satellite parking for the operation. He continued saying that you are not going to have someone up at the brewery and an event downstairs and have sufficient parking. The use of number three is not realistic based for an event. If it is a restaurant where you are coming in having a hot dog and a beer, three people per car is fine. An event center will have people there for four hours and it is not the same condition. Even though it has been stated on other applications that it is three people per car, which is for other applications. The zoning law says it is up to you guys to determine what really fits the issue about which you are talking. There are multiple websites that talk about weddings planning that say that you should plan on two people per car. It already begins to be a nightmare with a situation with which you have already dealt. I have looked at eight or nine different requests here for special details and every time under Mr. Tucker, Mr. Southern and your case, people all ask the question ask about the question of parking, parking, parking, comes up every time. I do not think it is really realistic to say that it will not be an issue because you have plenty of parking. You do not. I would like to see this be successful, but the only way is to plan ahead of time. You are going to park in the access for the Charlie Nature Trail and you are not going to park along Mill Road. That should be built into the special permit. How many times have special permits been revoked. It is not rational to require Mr. Menapace directing traffic on the road. It will be a nightmare to bring in 99 people for an event and still have the brewery and distillery buying a beer. You are naive if you think there are not going to be any headaches resulting from this thing.

Beverly Feeney, 3999 Mill Road, said that she has a real issue with parking. People are walking in the road because of the parking. They say that there will be no noise, but I have to put up with the noise every weekend. The biggest issue is the amount of traffic on that rural road. There are no lines on the road and parking should not be allowed along a public road. John has done a lot better job than it was earlier. He did put a tape up where it says no parking because his patrons do not read. It is just shooting all the parking down in my location across my property the majority of the time. I do have an issue with the

traffic, pedestrians walking in the road with their children, and parking. I do not know how the noise situation will be because I hear it all over my property.

Chris Buff, 780 Sheldon Road, the traffic is the issue, especially the parking in the town right of way. Right in front of the brewery the cars jut in front of the driving lane frequently. When you are coming up the hill it is a narrow escape sometimes, especially when people are getting into or out of their vehicle. The Charlie Major Nature Trail parking spots at the north and south ends are taken up by brewery customers. Who controls that and it takes away from local residents wanting to walk our trail. As far as the sound goes, some of us know that if it can penetrate a stone building, what is it going to do here.

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

Chair Kasper said that it seems that parking is one of the biggest issues and I am not convinced that it is solved because you do not have control over the road. People are going to have the habit of parking on the road along with the nature trail. It is an issue with the events that are there now, and overlapping with the wedding venue or if there can be more parking designed on the property.

Counsel Molnar recommended that he draft the resolution for the board for the next meeting that will commemorate all of the conditions discussed at the meeting. The parking can be exclusively on site and with remote offsite parking use with shuttle service. The draft can be shared with the applicant prior to the next meeting as well. The board agreed with Counsel Molnar's recommendation to codify the special permit with the suggested conditions that could be reviewed and approved at the next meeting. This would also give the applicant time to fine tune the site plan, and perform a septic evaluation. Chair Kasper said that a shuttle will need to be done every time so that people do not pile up. Cochair Hamlin said that there should also be a designated staging area for the shuttle loading and unloading. Chair Kasper recommended that the shuttle be used for the beer garden events as well.

Counsel Molnar said that he will speak with the town attorney if the town board has any questions or comments regarding how the parking is managed. Cochair Hamlin asked Mr. Camp if ITE's parking generation manual that may have a study of wedding venues that could be helpful. Mr. Camp said that the zoning code is the governing document and Howard had reviewed that. Counsel Molnar said that the site is unique in many ways given its historic value and its limitations. It would not be unreasonable for the board to deviate from the code. The application will continue next month.

Public Hearing Continuance-Special Permit/Site Plan Review

Applicant:	Richard & Marie Garlock	Property:
	81 Alexander St	1777 Russells Landing
	Princeton, NJ 08450	Skaneateles, NY 13152
		Tax Map #063.-03-05.0

Present: Richard & Marie Garlock, Applicants; Robert Eggleston, Eggleston & Krenzer Architects

The applicant has received the requested variances from the Zoning Board of Appeals on August 6, 2024. The application was revised based on comments from both boards. The driveway has been modified to provide for parking for three cars on site that has affected the impermeable surface coverage with a

revised 12.5% coverage. Chair Kasper commented about the mature trees along the lakefront and said that the trees should not be removed as they are providing stabilization of the lake front. Mr. Eggleston said there was earlier discussion of limbing the trees up to open the views for the neighbor.

At this time, Chair Kasper re-opened the Public Hearing and asked if there was anyone in favor, in opposition, or had any other comments of the project. No one spoke in favor, opposition or had any other comments.

WHEREFORE, a motion was made by Cochair Hamlin and seconded by Member Parker-Fann to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

WHEREAS, a motion was made by Chair Kasper and seconded by Member Parker-Fann, the Planning Board classified this application a Type II action pursuant to 6 NYCRR617.5(c)(9) and not subject by SEQR for further review. The Board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Cochair Douglas Hamlin and seconded by Chair Donald Kasper, and after a unanimous affirmative vote of the Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Application for minor special permit/site plan approval, with the following 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.
2. That the Site Plan 1 of 6, 5 of 6, and 6 of 6 dated July 16, 2024, and site plan 2 of 6 through 4 of 6 dated May 24, 2024, with revised narrative dated July 16, 2024, prepared by Robert Eggleston, Licensed Architect, be followed in all respects; and
3. That \$4,937.70 be submitted to the Town of Skaneateles Land and Development Rights Acquisition Fund; and
4. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or the Application; and
5. That all conditions imposed by the Skaneateles Zoning Board of Appeals, in connection with its approved variance(s) for the Property be fulfilled; and
6. That the existing trees and foliage along the shoreline shall not be clearcut, as agreed to by the Applicant; and
7. That the Planning Board waives the requirement for special permit findings as the scale of the proposed single family dwelling modifications will not have impact on the function of nearby farm operations, or adverse impact to the scenic, natural, and

Town of Skaneateles Planning Board hereby APPROVES the Lot Line Adjustment, with the following conditions:

1. The LLA Map be corrected to include the lot size calculations to the road right of way in addition to the centerline, and be submitted to the Chairman for review, approval, and signature prior to filing with the Onondaga County Clerk's Office; and
2. The LLA Map and deed transferring title to the adjusted property must be filed in the Onondaga County Clerk's Office within sixty-two (62) days of the signing of said LLA Map or the Lot Line Adjustment 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; and
3. The Applicant obtain the approval of any other agency or authority having jurisdiction over the Property or Application.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

Sketch Plan-Lot Line Adjustment

Applicant:	Carl Calabrese/ Victory Sports Medicine 4431 Lowal Homer, NY 13077	Property: East Genesee St & 1382 Foxfield Drive Skaneateles, NY 13152 Tax Map #042.-02-14.0 & 042.-01-13.1
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Present: Cal Calabrese, representative for the Victory Sports Medicine

The neighboring property owned by the Sissons has a portion of the pool surround and fence located on the Victory Sports Medicine lot. Proposed is a lot line adjustment to correct the encroachment and satisfying the setbacks for the Sisson property. The Victory Sports Medicine will be transferring .16 acres of land to the Barry Sisson lot. This issue is delaying the purchase the Victory Sports Medicine lot by the Finger Lakes Land Trust.

WHEREAS, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Planning Board classified this application a Type II action pursuant to 6 NYCRR617.5(c)(11) and not subject by SEQR for further review. The Board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Chair Donald Kasper, seconded by Cochair Douglas Hamlin, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby APPROVES the Lot Line Adjustment, with the following conditions:

1. The LLA Map and deed transferring title to the adjusted property must be filed in the Onondaga County Clerk’s Office within sixty-two (62) days of the signing of said LLA Map or the Lot Line Adjustment 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; and
2. The Applicant obtain the approval of any other agency or authority having jurisdiction over the Property or Application.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

Extension Request- 9 Lot Subdivision

Applicant: Emerald Estates Properties, LP 3689 Yosemite Ct Naples, FL 34116	Property: 2894 East Lake Rd Skaneateles, New York Tax Map #036.-01-37.1
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Present: Robert Eggleston, Eggleston & Krenzer Architects; Read Spear, Marc Spear, Applicants

Mr. Eggleston began saying that there was a submission of two letters relative to the request for extension of the approval. The facts in the letters were not completely accurate. A response letter from Read Spear provides a better explanation of the status of the conservation subdivision approval and their work in getting the property placed in a conservation trust.

Marc Spear said that they had received preliminary approval in 2021 and received an extension that year to work with the CNY land trust to place the property into conservation. In 2022 a two year extension to the approval was received as they continued to work trying to place the property into conservation. A new land trust has approached and in March of 2024 had obtained grant funds from WQIP. The Blue Water Conservation Trust is actively beginning the process to formalize the grant and has up to five years to use the funds. They are requesting a two year extension to the subdivision approval to complete the documents between the land trust and themselves.

Chair Kasper commented that letters were received by the neighbors regarding the extension request and shared with the board.

WHEREAS, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Planning Board recalled that it conducted a thorough SEQRA review of the proposed Project, as set forth in the Approving Resolution, reflecting that the FEIS Mitigation Requirements of the Project have adequately analyzed, designed, and proposed mitigating measures, alternatives, and engineered solutions, which when utilized by the Applicant in connection with development of the Project, shall mitigate and/or eliminate potential environmental impacts, which prior SEQRA

determination was adopted by the Planning Board in consideration of this Extension Application. The Board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Chairman Donald Kasper and seconded by Cochair Douglas Hamlin and after an affirmative vote of all Members present, the Skaneateles Planning Board **APPROVES** the Extension Application for an additional twenty-four (24) months from the expiration date of the original Approving Resolution, with an extensions from September 21, 2021, and September 22, 2022, to August 19, 2026, with the following conditions:

1. That the conditions set forth in the Final Determination on FEIS and Preliminary Plat dated May 25, 2021 for the Project shall be followed in all respects for the subdivision of land and construction of buildings and improvements not otherwise completed to the date hereof, and that all requirements of the Approving Resolution of the Planning Board be followed in all respects, except as hereby extended for an additional twenty-four (24) months.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

Sketch Plan- Site Plan Review

Applicant:	Martin Hubbard	Property:
	52 Jordan St	2570 West Lake Rd
	Skaneateles, NY 13152	Skaneateles, NY 13152
		Tax Map #054.-01-12.0

Present: Marty Hubbard, Applicant; Robert Eggleston, Eggleston & Krenzer Architects

The applicant owns a property nearby that does not have a garage. Proposed is a two story garage with walk out basement located on a lot with an existing ball wall and drainage facilities. NYSDEC buffer was added along the stream to the north. The immediate use for the structure will be for the storage for boats and a vehicle with a driveway off Slate Cove road. The garage is built into the bank with a basement underneath with doors accessible from the trail, and will be used for storing patio furniture, ATVs. golf carts, etc. The second floor of the structure will have a bonus room with bathroom to be used for recreation for the teenage grandkids game room. The structure meets the needs for the applicant and does have an approved septic system. The structure could become a dwelling unit in the future or could be used as overflow accommodations for when the family gets together. There is an existing well on site that they will reactivate.

The structure will be built into the hill reducing the amount of excavation required. The applicant was wanting an aesthetic that was not pole barn looking and created the garage with a porch and deck. The downspouts will drain into the existing trail and down the steep slopes. There is a natural absorption area that was added a few years ago that will management the stormwater. The meadow that was put in across the street has also reduced the amount of runoff onto this property.

Cochair Hamlin inquired on the height of the building although it is not a valuable view from the road. Mr. Eggleston said that it is 32.7 feet and that from the road you would be looking at the top portion of the building as the elevation of the proposed garage sits down from the road. Mr. Camp said that the driveway location will be located where the stormwater tends to overflow, and Mr. Eggleston explained that they are placing a trench drain that will pick up water coming down the drive and directing it towards the existing swale. A site visit will be conducted on September 4, 2024.

Amendment Request-Site Plan Review

Applicant:	Robert & Diana Logan	Property:
	3 Fennel St Apt 3	2010 West Lake Rd
	Skaneateles NY 13152	Skaneateles, NY 13152
		Tax Parcel #058.-01-22.0

Present: Robert Logan, Applicant; Robert Eggleston, Eggleston & Krenzer Architects

The applicant is proposing a two tier stepped stone ledge placement to protect the shoreline at the lake line. Chair Kasper inquired about the notch in the shoreline and Mr. Eggleston explained that it is the natural shoreline and that there may have been a tree located there at one time. The diseased ash trees have been removed from the shoreline as well. Mr. Camp will conduct a site visit and reply to the board regarding the project as a condition of approval.

WHEREAS, a motion was made by Chair Kasper and seconded by Cochair Hamlin, the Planning Board classified this application a Type II action pursuant to 6 NYCRR617.5(c)(12) and not subject by SEQR for further review. The Board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made Chair Donald Kasper and seconded by Cochair Douglas Hamlin, and after an affirmative vote of the Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Amendment Application for minor site plan approval amendment, with the Prior Approval remaining in full force and effect except as amended hereby, with 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.
2. That Site Plan 1 of 5 through 2 of 5 dated August 6, 2024 with the Revised Narrative dated August 6, 2024 prepared by Robert Eggleston be followed in all respects; and
3. That the Town Engineer review the Site Plan reflected in No 2 above concerning the proposed modification and confirm feasibility of the proposed improvement(s); and
4. That Site Plan approval reflected herein does not permit or approve any improvements to the boathouse, lakefront alterations, garages, or other accessory buildings, all of which shall require separate Planning Board review and approval after full application therefore by the Applicant; and

5. The terms and conditions of the resolution granting Prior Approval, as hereby amended, shall be strictly complied with by the Applicant.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

Sketch Plan- Site Plan Review

Applicant	Kim Myers	Property:
	209 Southwood Dr	3363 East Lake Rd
	Vestal, NY 13850	Skaneateles, NY 13152
		Tax Parcel #041.-01-28.0

Present: Robert Eggleston, Eggleston & Krenzer Architects.

The applicant is proposing a conforming 362 square foot dock with 100 square foot platform. The dock will extend 60 feet to reach a depth of 9 feet, and will be 6 feet wide. A rope handrail will be provided to walkers on the dock. One limestone row before the dock will be added to the lake shoreline with additional plantings. There will be two steps to raise the seawall to the level of the dock. Prior approval for the patio and firepit will be added. Chair Kasper inquired on the purpose of the platform and Mr. Eggleston responded saying that it will be for the winter storage of the temporary boat lift. The platform will also provide an L shape to stabilize the dock structure. A site visit will be conducted on September 4, 2024.

Continued Review-Special Permit/Site Plan Review

Applicant: 828 West Genesee Street, LLC	Property:
505 E Fayette Steet	828 West Genesee St
Syracuse, NY 13202	Skaneateles, NY 13152
	Tax Map #048.-01-13.1

Present: Josh Allyn, Tom Fernandez, Michael Balestra, Applicants; Bill Murphy Jr., Space Architectural Studios; Mike Lasell, MBL Engineering PLLC;

Mr. Lasell stated that based on the site visits there were minor changes to the site plan. Proposed is the addition of planters on the west side to assist with traffic control and clean up the area. With the previous use of the property they are hesitant to remove any asphalt. Chair Kasper inquired if Mr. Camp had seen light poles in the area. Mr. Camp said that he is not aware of the details regarding the underground containment as the usual concern is for water contamination. Mr. Murphy shared a revised plan that includes the proposed planters that are seven 3x2 foot and 8 feet tall, galvanized planters. The planters would create a vehicle stop but allow the pedestrian traffic to walk through that border. It will soften the border as well as protect the utility poles that are in the area. The planters will be placed at a 45° angle leading into the Taproot Station with four foot spacing between each of the seven planters. This will leave

any remediation cap in place. Mr. Allyn commented that there will be color with flowers and vegetation that we put in there as well and act as a screening effect.

Member Parker-Fann inquired are the location of the remediation and Mr. Lasell commented that he did not have the outline of the contamination just that there are wells on site. Mr. Fernandez continued saying the remediation responsibility is with United Refining, who was proactive on the remediation of the site so there is less paperwork and data available. Member Parker-Fann said that paperwork for the remediation should be submitted to the town and Mr. Camp cautioned the board as New York State has the purview regarding the mitigation records. Chair Kasper inquired if the tanks had been removed and Mr. Murphy said that it was his understanding that they were removed as evidenced with the soft asphalt patches. The vaults are being vented for any possible residual gases and the Tarvia cap keeps it all contained. Chair Kasper asked if it is safe to have a business there, having people there? Mr. Murphy said that New York State would have shut it down if they thought it was at a level that would cause harm. He continued saying that it have been closed for decades without any issues. Mr. Lasell said that with remediation it is really a groundwater problem, and typical when we deal with gas stations.

Chair Kasper said that the controlling people coming in and out of the building separate entrances, so I went on the office of Office of Cannabis Management (OCM), and I could not find anything. Mr. Murphy said that in the narrative, there is a section that talks through the OCM requirements. Mr. Allyn said that It is not super obvious. There are sections where there is some 300 page document talking about regulations. On there is the MRTA, which is the law. There is some guidance that they give out, so it has sort of been quite a few different places. Mr. Murphy said that that basically his understanding of it and his reading it is they want a dedicated entrance and a dedicated exit. They do not want it to be in and out the same door; they want like one-way traffic. He continued saying that the floor plan is laid out to meet the requirements with a queuing space in the first part of the section there, then a room for visitors to queue. You then proceed through a door to a vestibule area where your ID is checked. If you meet your ID and age requirement, you are allowed through the door on the right. If you do not then you go out the door to the left and out the exit and down the ramp. If you are allowed inside you would make your way through the queue up to the front, purchase your Item and then you would exit out the exit door and not go back through the entry door. Chair Kasper asked that the section of code be provided to the board and Mr. Murphy said it is section 9 NYC RR section 125.3 Section A, Section 2.

Chair Kasper commented that the information is helpful and noted that there is information that limits signing to two signs that may impact the Zoning Board of Appeals. The board considered the option of scheduling a public hearing and Counsel Molnar advised the board that they could schedule a public hearing, however, would not be able to render a decision until the Zoning Board of Appeals had rendered their decision on the requested variances.

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Holbein to schedule a public hearing on **August 20, 2024 at 6:30 p.m.** The Board having been polled resulted in the unanimous affirmation of said motion.

Mr. Muphy said that he wanted to make sure the board was aware that 828 West Genesee St LLC acquired the property, and they are now the owner and applicant for this application.

Sketch Plan-Lot Line Adjustment

Applicant: K2RE LLC

Property:

PO Box 10
Skaneateles, NY 13152

3771 Highland Ave
Skaneateles, NY 13152
Tax Map #043.-01-01.3 & 043.-01-08.3

Present: Karl Bitz, Applicant; Bill Murphy Jr., Space Architectural Studios

Mr. Murphy began saying that the proposal is for a lot line adjustment to the property line so that the second property would be left in orange and the gray property would become larger. This will allow K2RE reasonable use of their property as well to construct a little addition to their home, and some additional driveway to allow for better circulation and entrance to their property located on Highland Avenue.

Chair Kasper inquired if there is an existing dwelling on the property and Mr. Murphy said yes. Mr. Camp asked if each of the parcels have direct access to Highland Avenue and Mr. Murphy said yes. Chair Kasper inquired about the buildable area on the sketch plan and commented that it should not be shown on the map to be filed. Mr. Murphy said that they were looking at it with the client for any future ideas they may have and could build further back on the lot as well.

Counsel Molnar commented that his home is directly across the street from the wider portion of where the property in orange meets the road. He said that he did not believe that he has a conflict of interest in that. There is no public hearing with respect to a lot line adjustment and he does not represent the applicants in any way. His property is in close proximity to this project, but does not have comment about it one way or the other.

Chair Kasper inquired about the use of the existing lot and Mr. Bitz said that a hay field is there, and it is cut twice a year. There is also a hedge about where the top part of the blue property kind of extends out a little bit and there is a hedge along the property lines, but mostly it is a hay field.

WHEREAS, a motion was made by Chair Kasper and seconded by Member Holbein, the Planning Board declared this application a Type II single family residential action and not subject to further review under SEQR 6 NYCRR Part 617.5(c)11. The Board having been polled resulted in the affirmance of said motion.

NOW, THEREFORE, BE IT RESOLVED, upon a motion made by Chair Donald Kasper, seconded by Cochair Douglas Hamlin, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby APPROVES the Lot Line Adjustment, with the following conditions:

1. The LLA Map and deed transferring title to the adjusted property must be filed in the Onondaga County Clerk's Office within sixty-two (62) days of the signing of said LLA Map or the Lot Line Adjustment 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; and
2. The Applicant obtain the approval of any other agency or authority having jurisdiction over the Property or Application.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	Douglas Hamlin	Present	[Yes]
Member	Jill Marshall	Absent	
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Holbein to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 8:47 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston	John Menapace	Beverly Feeney	Tom Fernandez	Karl Bitz
Kate Slade	Bill Murphy Jr.	Josh Allyn	Lee Buttolph	
Marty Hubbard	Scott Brothers	Tom O'Toole	Colin O'Toole	

Additional Meeting Attendees (Zoom):

Mark Tucker	Marie Garlock	Chris Buff	Mike Drake	Sterling H Cotte
Mike Lasell	Amy Oliney FLLT	Heather Vasilie	Read Spear	
Marc Spear	Krissy Drake	Chris	Joseph Collard	