

**TOWN OF SKANEATELES PLANNING BOARD  
MEETING MINUTES  
June 15, 2021**

Donald Kasper  
 Scott Winkelman  
 Douglas Hamlin  
 Jill Marshall  
 Scott Molnar, Legal Counsel  
 John Camp, P.E. (C&S Engineers)  
 Howard Brodsky, Town Planner  
 Karen Barkdull, Clerk

Chair Kasper opened the meeting at 6:30 p.m. The meeting minutes of May 12, 2021, were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

The meeting minutes of May 18, 2021, were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

The meeting minutes of May 25, 2021, were previously distributed to the Board and all members present acknowledged receipt of those minutes.

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

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Member	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Public Hearing- Subdivision**

Applicant      4086 Jordan Road LLC  
                      Norm Swanson      Property:

505 E Fayette St Ste 100  
Syracuse, NY 13202

4086 Jordan Road  
Skaneateles, NY 13152  
**Tax Map #027.-03-14.0**

Present: Brian Bouchard, CHA Consulting

The lot is a portion of the Stinson Acres subdivision with this lot designated as lot 1. The application is for the subdivision of lot 1 into two parcels, with lot 1B at 2.2 acres with the existing dwelling that has access off lot 2, and lot 1A with the remaining 24.6 acres of vacant land. There is an existing septic system located to the north of the existing dwelling, although based on the condition of the dwelling, the OCDOH will need to inspect the system and advise whether a new septic system may be warranted. Chair Kasper inquired if perc tests had been completed, and Mr. Bouchard stated that Jeff Till from OCDOH, said that a OCDOH permit would be issued at the time of the renovation building permit being issued. He did find remnants of a sewer vent pipe. He continued saying that the presumption is that the system will need to have 3-4 fingers of 70 feet lines and there is plenty of land to accommodate that on the 2.2-acre lot; the sizing of the system is dependent on what the renovation will consist of in terms of the number of bedrooms and the property could support at least 4 bedrooms.

Counsel Molnar inquired if the residence on lot 1B is currently occupied, and Mr. Bouchard stated that it is not occupied and does have an existing septic system. The structure has been gutted on the inside and does have 3-foot-thick cobblestone walls. The dwelling needs to be renovated as it does not have many interior walls or common amenities, and not considered habitable at this time. Counsel Molnar said that it would require a building permit prior to renovations and certificate of occupancy to live in it, and he continued saying that the OCDOH would approve the septic plan and installation prior to the C of O being issued on the lot. Mr. Brodsky inquired if the new owner is going to renovate or if he intends to sell it in its current condition. Mr. Bouchard said that they will attempt to sell it in its current condition first to see if there is a buyer. Chair Kasper inquired if the house had water service and Mr. Bouchard said that it has a public water meter that has been disconnected.

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	
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 Marshall and seconded by Member 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. The Board having been polled resulted in the unanimous affirmance of said motion.

At this time, Chairman Kasper opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Kasper 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 Hamlin and seconded by Chair Kasper to close the public hearing. The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made Chair Donald Kasper, duly seconded by Member Jill Marshall, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the two-lot Subdivision, with the following conditions:

1. The Final Plan subdivision of the Re-subdivision of Lot 1 Stinson Acres, dated April 8, 2021, prepared by Forest L. SeGuin, SeGuin Land Surveying, PLLC be submitted for the Planning Board Chairman’s review and signature within 180 days from the signing of this resolution; and
2. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or Application; and
3. The dwelling and residence on lot 1B will obtain OCDOH approval for the septic system which serves the residence on lot 1B, prior to the applicant obtaining a building permit for renovation of the residence located on lot 1B; and
4. Lot 1B shall be staked at the four corners of the lot; and
5. The Subdivision Map and Deed transferring the property(ies) must be filed in the Onondaga County Clerk’s Office within sixty-two (62) days of the signing of said Map, or the Subdivision approval shall be null and void. Proof of said filing shall be immediately forwarded to the Secretary of the Planning Board upon receipt by the Applicant and/or Applicant’s representative.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Public Hearing- Special Permit**

Applicant      Fingerlakes Luxury Homes Inc  
Rick Moscarito      Property:  
120 Madison St      1545 East Genesee St  
Chittenango, NY13037      Skaneateles, NY 13152  
**Tax Map #032.-03-21.0**

Present: Robert Eggleston, Eggleston & Krenzer Architects

The applicant is proposing a 6,000 square foot barn to be used for a service business to maintain properties offsite. Employees would come to pick up things daily, store extra furniture, and maintenance equipment, and to do minor repairs. The existing lot has a dwelling that will be demolished that is currently located around the proposed parking lot, and the two-family dwelling will remain. The two family is currently rented to one of the applicant’s employees. A grading plan with topography has been provided to the town. There will be two bioswales, one that will take water directly off the roof and the other will take water from the driveway, parking area, and the front of the building. There will be additional evergreens planted to the west and along the road to augment the existing scrub and trees. The style of the front of the building has been enhanced with a vent near the peak of the building.

There was a question of the comparative size for this building contrasted to the existing dwelling, that shows that the existing dwelling is 22.9 feet to the peak with the proposed barn at 25.8 feet in height to the peak. The proposed barn will be set back into the corner of the existing foliage.

Chair Kasper inquired about the septic for the proposed barn. Mr. Eggleston stated that there is an existing approved septic system plan for a four-bedroom dwelling that can be utilized for the barn, although it will be oversized. The existing two-family dwelling has a separate septic system. Chair Kasper inquired about the driveway entrance. Mr. Eggleston said that Mr. Zona is addressing the highway permit with NYSDOT, and as the use is being modified to a mixed use, it is anticipated that NYSDOT will want a 20-foot driveway entrance. The driveway entrance has been designed to a 20-foot width in anticipation of NYSDOT requiring it.

Member Marshall asked if there will be any signage and Mr. Eggleston said that there is no plan for signage. Member Marshall asked if there are any protections that the use will not change. Mr. Eggleston said that if there were any change in use there would need to be an application to the board requesting the change. Chair Kasper inquired if the applicant has considered a 15-foot easement for a sidewalk. Mr. Eggleston stated that the first 15 feet of the property is steep and may not be appropriate for a sidewalk. It also does not make sense to create an easement until there is an actual plan. Mr. Camp said that part of the goal for obtaining these easements is to minimize or avoid requirements of dealing with the DOT in the future. The applicant consented to an easement as part of a community wide town sidewalk plan.

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	
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 Hamlin and seconded by Member Marshall, 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 Kasper opened the Public Hearing and asked if there was anyone in favor of the project. No one spoke in favor of the project. Chairman Kasper asked if there was anyone wishing to speak in opposition or had any other comments. Emily Thomas, neighbor to the west, inquired if the buffer zone is 50 feet or 50 feet to the building, and Mr. Eggleston said that it is 50 feet to the building, a bioswale, then the remaining 15 feet that will be landscape screening. Ms. Thomas continued saying that each spring that the water flows along a path where the barn will be built and asked if the bioswales will address the spring runoff. Mr. Eggleston said that the bioswales did take into consideration the runoff from the other property in addition to any runoff from the building. Ms. Thomas inquired if the evergreens could run the full length of the property line. Mr. Eggleston said that the applicant and his project manager, John Taylor are very easy to work with. They want to leave the mature trees and supplement with the evergreens. Ms. Thomas inquired about noise from the employees entering and exiting. Mr. Eggleston said that the employees would be just coming in and then leaving and not remaining at the property for long periods. Member Marshall inquired about the hours of operations for the barn. Mr. Eggleston said that as outlined in the narrative, it is 7 am to 6 pm intermittently as the shifts are staggered. Member Marshall asked if more evergreens could

be added, and Mr. Eggleston said the yes they would agree if more were necessary. Chair Kasper inquired what the color of the building would be, and Mr. Eggleston said that it will be in earth tone color.

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

Chair Kasper recommended that the evergreens run to the end of the shared property line as evergreens provide screening in the winter. Mr. Eggleston stated that the applicant will place whatever trees may be necessary for screening. Member Winkelman asked about the proposed placement of the barn and Mr. Eggleston said that part of the decision is to place the barn on the flatter portion of the property. Member Marshall inquired if it could be moved east and Mr. Eggleston responded saying that with the barn located on the 50-foot setback, it prevents someone from adding on to the west side of the building. They area also trying to provide a reasonable distance to the dwelling on the property. Mr. Camp recommended that the building not move further east for the functioning of that parking lot as it would impact the driveway.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Chair Donald Kasper and duly seconded by Member Douglas 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. The Site Plan 1 of 3 dated June 16, 2021, and Site Plan 2 of 3 through 3 of 3, and Site Elevation 1 of 1 dated June 7, 2021, and Narrative with Construction Sequence dated April 28, 2021, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
3. That a notation on the site plan 1 of 3 is added to state that the applicant agrees to grant a fifteen-foot future pedestrian access easement in favor of the Town of Skaneateles, if requested as part of an adopted community plan; and
4. That there shall be a minimum of six evergreen trees to be located along the western property line that adjoins the Thomas parcel; and
5. That the uses of the property for the commercial and residential space remain compliant with the limited uses described in the Narrative and Site Plan; and
6. That the Applicant shall obtain all necessary permits and approvals from NYSDOT and any agency or authority having jurisdiction over the Property or the Application.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Public Hearing- Special Permit/Site Plan**

Applicant Joseph & Jennifer Bianculli  
3700 Highland Ave



Skaneateles, NY 13152  
**Tax Map #023.-01-13.1**

Present: Pat Carberry, Owner; Tom Blair, Blair Law Firm PLLC; Seth Waltz, AVL Designs Inc.

Mr. Blair began saying that the property obtained a special permit as an event center in 2016, and in 2020 the Planning Board approved acoustical music in the ceremony area until 7 pm., and the patio area until 8 pm. On May 18, 2021, the board modified the special permit for ceremonies through today's date for amplification of music outdoors until 7 pm. They are seeking approval for permanent amplification during the ceremonies and gatherings. Since obtaining a special permit for the property, the applicants have taken steps for buffering sound from carrying onto neighboring properties. They have planted arborvitaes between the ceremony area and Sheldon Road, installed sound absorbing ceiling panels in the building, custom made windows that are installed over the existing windows, and added a glass enclosed patio. The applicants walk the property each ceremony to monitor noise levels and have spent thousands of dollars on a sound engineer and equipment that will closely monitor noise levels that will provide alerts if the ceremony noise exceeds prescribed levels. The owners have made good faith effort to be respectful to the neighbors. Almost all the residents are in support of the Sinclair with a submitted petition that includes 45 resident is the area including ten on Sheldon Road.

He continued saying that many similar venues within a fifteen-mile radius with at least five in Skaneateles, have some level of amplified sound, and almost all of them have residential properties in the area. A list has been submitted to the board. The ceremonies typically occur during daylight hours and the prior approval limited amplified sound outdoors until 7 pm. The typical duration of a ceremony is 15-20 minutes, and no more than one hour. The sound engineer, Seth Waltz, submitted a report to the town and is present at this meeting to answer any questions.

Chair Kasper requested that Mr. Waltz explain the research provided, the equipment recommended and how they will be able to regulation the decibel levels. Mr. Waltz said that the two loudspeakers will be located close to the pews and will bring the sound pressure down. The speakers were set up, music and speaker recording was done on an auto repeat at a level that the owners indicated They had taken various reading including on Sheldon Road, although on Sheldon Road there was background noise from wind, trees and cars in the distance that caused the sound from the speaker to not be heard. The sound pressures at the pews was 65dba, comparable to a person at a podium speaker to an audience six feet away. The equipment provided has digital controls that can prevent it from getting beyond the pre-set decibel level unless they were over-ridden by the operator. There is a software package, environmental noise notification system, that can be set up on a smartphone. The operator would set a green, yellow, or red light on it with green being acceptable, yellow trending towards exceeding the levels, and red exceeding the threshold. The software will also send an email to the owner that the level exceeded the threshold set. This system has been used at other venues successfully over the years. 65 dba is quieter than a person singing, and if a performer sings at the ceremony they will not be amplified by the system.

For every doubling of distance there is a drop of 6 decibels; with the speakers set a 65 decibels, on Sheldon Road it drops off to 41 dba with the average background noise level of 40-54 dba. They were unable to get an output level from the sound system because it could not be heard. The primary contributor to the road noise was coming from County roads 142 (Vinegar Hill Road) and 22 (Jordan Road), and not from Sheldon or Railroad Street.

Chair Kasper inquired if the system is wireless, and Mr. Waltz stated that it is a combination of wireless and wired. The speakers and stands are wired to a piece of equipment that is hooked up to an iPad that controls the whole system and that runs the monitoring software. The equipment would be set up when

there is an event and taken down when the event is over. Mr. Brodsky inquired if the software keeps a history of the events and Mr. Waltz said that it does not but does send an email to the owner if it is exceeded. There is another piece of software that would run a log of an event if the owner wanted that. The decibel level is controlled for the speakers and not the audience; you could get an email of exceeding the decibel level from the audience clapping. Mr. Camp suggested that the Codes Enforcement Officer should also be on the notify email list. There will be an operator running the sound so that if there is a soft speaker it can be adjusted.

Member Marshall inquired about the potential to use smaller speakers at the ends of the pews. Mr. Waltz explained that they would be more difficult to regulate and have the potential for phase shift and interfere with each other. There is also the potential to generate more sound if more speakers are used.

Chair Kasper stated that when he had attended a night event, he listened to the ceremony at the top of the property along Sheldon Road while Member Marshall was at the lower part. He could barely hear the ceremony as all the other noises were drowning it out. It was an overcast day, and he did not know if that had an impact. He had heard very little. The neighbors were mowing their lawn across the street and the street had typical weekend activity. Member Marshall said the ceremony was very quiet that day and questioned if the board should be discussing the nighttime after party noise. Chair Kasper clarified that they are only considering the outdoor amplification for ceremonies. Member Hamlin said that he went the week after and had the same experience. All he had heard from the Sinclair venue was applause presumably at the end of the ceremony. The noise heard on the road was lawnmowers and weed whackers. Chair Kasper commented that hopefully the people at the ceremony do not hear the lawnmowers. Member Hamlin inquired if there is an overwhelming noise from the other side of the venue, would the operator have to modify the sound upward so that the folks at the ceremony can hear the speakers. Mr. Waltz said that if something like that is going on then the operator can temporarily adjust for it. That is why there must be an operator to adjust back down when the noise is gone.

Chair Kasper inquired when the system will be installed. Mr. Waltz said that most of it will be in place in 30 days. Counsel Molnar suggested that the board could extend the temporary approval until such time that the permanent equipment is installed. Chair Kasper stated that he would like to hear the system with the first ceremony after the system is in place. The discussion continued whether the applicant should come back to the board after the system has been put in place and it was determined that the sound engineer will provide verification of compliance of the sound system being set up as specified in the narrative and supporting documents.

**WHEREAS**, a motion was made by Chair Kasper and seconded by Member Winkelman, the Planning Board adopted the prior SEQR determination classifying this application as a Type II action pursuant to 6 NYCRR617.5(c)(9) and not subject to further review under SEQR. The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Member Douglas Hamlin and duly seconded by Chair Donald Kasper, 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 Applicant has an extension for temporary approval for an additional sixty (60) days until the approved outdoor amplification system has been completely installed for ceremonies for vows and music; and
2. The Site plan dated June 15, 2020, as modified on June 15, 2021, for speaker locations, prepared by Robert O. Eggleston, Licensed Architect, with the Equipment list and location map dated June

11, 2021, Narrative dated June 10, 2021, and the Sound engineer analysis page 1 of 5 through 5 of 5 dated June 8, 2021, prepared by the Seth, Waltz, Sound Engineer, be strictly followed; and

3. The sound engineer, Seth Waltz, will provide verification of compliance of the sound system set up as specified in the narrative and supporting documents regarding and engineered sound amplification system to be utilized, and to include decibel readings of that equipment from actual wedding ceremonies, including decibel readings from Sheldon Road; and
4. That the Codes Enforcement Officer be added to the automated email list of parties notified when the decibel level exceeds the prescribed limits; and
5. That the amplified music and vows are allowed for wedding ceremonies only, in the wedding ceremony area depicted on the Site Plan, until 7 pm; and
6. Except as amended hereby, the conditions of the Prior Approval resolutions remain in full force and effect.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Continued Review- Site Plan Review**

Applicant	My Network Realty LLC	Property:
	Mark Aberi	3460 County Line Rd
	PO Box 782	Skaneateles, NY 13152
	Skaneateles, NY13152	<b>Tax Map #048.-01-01.4</b>

Present: Robert Eggleston, Eggleston & Krenzer Architects

A special permit is required if a sign in the RF district is over 16 square feet, and the proposed signs measures 35 square feet. He could replace the two one-sided signs that are mounted on the fence by the driveway with a pole mounted sign that could be 20 feet in the air that is two sided. Aesthetically it is better to have the signs mounted on the fence facing out than a free-standing sign. The applicant names the location as “The Barn” instead of having a multi-listed sign indicating all the occupants.

Member Winkelman commented that the signs are not as imposing as they are on the angled portion of the fences. Member Hamlin commented that that the existing signs are better than a larger sign on the post. Chair Kasper said that when the building was constructed it was only for his own business use and a small rental. He came back and made it almost an entire rental turning it into a commercial building in a residential neighborhood. He continued saying that the two signs are overkill as you will see it if you are looking for it. Mr. Eggleston stated that the applicant’s use of the building was commercial, and what had changed was that there was separate office space; it all stayed commercial office space that is allowed in the RF district. Member Winkelman said that it is changing the character of the neighborhood and inquired what sign would be kept if it is determined that two would not be allowed. Mr. Eggleston responded saying it would be the one facing north. Member Marshall said that she does not mind the look of the signs, but it does make it more commercial. Mr. Eggleston said that the address on the sign is required by building and fire code.

**WHEREAS,** a motion was made by Chair Kasper and seconded by Member Winkelman, the Planning Board adopted the prior SEQR determination classifying this application as a Type II action pursuant to 6 NYCRR617.5(c)(9) and not subject to further review under SEQR. The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED,** upon a motion made by Member Douglas Hamlin and duly seconded by Member Jill Marshall, 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. The Site Plan 1 of 3 and supplied photograph of installed signs dated May 3, 2021, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed and compliance maintained; and
3. All conditions of any prior Planning Board approving resolution concerning the Property remain in full force and effect, except as amended hereby; 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.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[No]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Sketch Plan-§148-8-9-G**

Applicant: Bruce & Lorraine Reid c/o  
 Jeffrey Reid  
 PO Box 523  
 St. Michaels, MD 21663

Property:  
 3342 East Lake Rd  
 Skaneateles, NY 13152  
**Tax Map #034.-04-24.0**

Present Jeffrey Reid, Representative

Mr. Reid said that he is representing his parents on the request for a detached garage. The site plan has been revised that reflects that the proposed garage will be locate sixteen feet closer to East Lake Road and the Zoning Board of Appeals has granted the requested eight-foot side yard setback. There will be a single 16-foot door for access into the garage. The impermeable surface coverage will increase from 10.4% to 11.75%. They are requesting the garage as his parents are aging in place and it is a safety consideration for them to have safe access to a vehicle to make doctor visits, groceries, etc. The placement of the detached garage would be at the end of the driveway that also affords a safe turnaround. The neighbors are in support of the proposal. The south side of the existing dwelling is a chimney and the head of the well. That area needs to be accessible to repair trucks.

Chair Kasper commented that when he backs out of the garage he will back towards the dwelling, and potentially drive on the grass. Mr. Reid said that he backs out towards the dwelling and stays on the existing driveway/parking area. The garage will not impinge on their ability to back out. Member Marshall inquired

about the sidewalks and their use. Mr. Reid said that the sidewalks are made of concrete and are used seasonally. Mr. Camp inquired about the location of the septic system and Mr. Reid stated that it is not on the survey; however, it is located directly east of the back porch. Mr. Brodsky inquired if consideration was made to place the garage further east to align with the dwelling then adding a turnaround to maintain the impervious coverage. Mr. Reid said that they did not consider that as they have had issues with the well and have needed a boom truck to access it.

Chair Kasper requested procedural guidance on this application. Counsel Molnar explained that the Zoning Board of Appeals had approved the 8-foot side yard setback with the stipulation that the Planning Board approved the increase in impervious coverage. The text of the 2021 zoning code does not permit the Zoning Board to grant a variance for increases in impermeable surface coverage as it had in prior versions. The 2021 zoning code as written is dependent on the Planning Board presenting a finding(s) regarding public health and safety, and the safety of the occupants of the property in their decision on the increase in nonconforming impermeable surface coverage.

Chair Kasper commented that the applicant has an argument with the well as you will not lift it manually and would need a truck to lift it which would limit the placement of the garage there. Both homeowners are elderly with one using a cane and the concrete sidewalks are a necessity for his to walk safely.

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

Member Marshall said that there are not a lot of options in this situation. Member Winkelman recommended that the sidewalks were changed out to permeable. Member Marshall said that they could modify the sidewalk to one of the doors that is not used regularly. Mr. Reid said that they use both doors, although seasonally. Member Marshall inquired if the driveway could be narrowed, and Mr. Reid stated that the driveway is narrow right now and he has seen over the years people getting off the driveway and getting stuck. Member Winkelman explained that the board is looking for ways that the property could get to a compliant coverage. Chair Kasper inquired if the applicant would consider converting the sidewalks to a permeable material. Mr. Reid said that the concrete slabs would need to stay but that he would need to check with them to see if they would consider converting the sidewalks to a permeable surface. Chair Kasper commented that they could keep the concrete slab steps from the dwelling.

Mr. Reid checked with his parents and communicated that they cannot afford to replace the concrete sidewalks with a permeable surface and install the garage. Chair Kasper said that the board can review the proposal with the concrete sidewalks as shown as the concrete is a safer surface for them to walk on. Member Winkelman commented that the property is in a flat area of the lake watershed with farmland to the east and south. Any rainwater would percolate through the ground before reaching the lake. Chair Kasper commented that it does not need any stormwater management.

**WHEREAS**, the Skaneateles Zoning Board of Appeals on June 1, 2021, granted a variance of eight feet for the side yard setback for the proposed garage, conditioned upon the Planning Board finding that the Applicant's is entitled to an increase in nonconforming impermeable surface coverage under §148-8-9-G.

**WHEREAS**, the Board in reviewing the Application under §148-8-9-G, adopted the following findings ("Findings") for proceeding with a determination on the Application:

(1) That the Lot is a relatively flat location in the Lake Watershed with farmland surrounding it; and

(2) That the stormwater from the structures on the property will percolate through the soil before reaching the lake located over 1000 feet away; and,

(3) There is no alternative location for the proposed garage due to the location of the existing well and the need to access it; and

(4) The existing concrete sidewalks provide a level and stable surface that the applicants can safely traverse; and

(5) That the proposed garage will provide a safe location for applicant’s vehicles, from which the applicants can exit the property without backing onto East Lake Road.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Member Douglas Hamlin and duly seconded by Chair Donald Kasper, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the increase in nonconforming impermeable surface coverage, with standard conditions and the following additional conditions:

1. That the 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. The Site Plan dated June 7, 2021, prepared by Cottrell Land Surveyors P.C., Licensed Surveyors, and Narrative dated March 26, 2021, prepared by Jeffrey Reid, Representative for the Applicants, be strictly followed and compliance maintained; and
3. That all conditions imposed by the Skaneateles Zoning Board of Appeals, in connection with its approved variance, be fulfilled; and
4. That the Findings are incorporated in this decision, as if set forth at length; and
5. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or the Application.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Sketch Plan-§148-8-9-G**

Applicant: Joseph & Linda Dwyer	Property:
810 Crow Hill	867 Milford Drive
Skaneateles, NY 13152	Skaneateles, NY 13152
	<b>Tax Map #047.-02-04.0</b>

Present: Joe & Linda Dwyer, Applicants; Robert Eggleston, Eggleston & Krenzer Architects

The nonconforming lot is located outside of the lake watershed and is allowed 15% impermeable surface coverage. It has an existing ranch style dwelling under 1000 square feet with an attached one car garage that the applicants are looking to retire in. Milford Drive is located just outside of the Village where the lots are small, have public water, and in keeping with the village character. The applicants have attempted to acquire additional acreage to offset the increase in nonconforming impervious coverage to no avail. They are proposing a 22x24 attached garage and converting the existing one car garage into living space to provide a first floor living area for the applicants to age in place. The front porch will be expanded by 8 feet to provide a covered area for chairs and protect the entry from the elements. The attached garage will be located on the eastern side of the dwelling with the existing driveway removed and relocated next to the garage in a smaller footprint. The Zoning Board of Appeals granted a variance for the requested total lot coverage of 24.4%.

The nonconforming impermeable surface coverage will increase from 17.4% to 20.2% that will assist the safety of the occupants as they age in place. In addition to the safety elements as outlined in the narrative, the applicants are proposing some mitigation with the proposed bioswale located in the southeastern corner of the lot that will drain into the existing road ditch. Based on the site visit, they also can add a bioswale in the northeast corner if they cannot get the rain gutters to drain into the southeast corner bioswale.

Chair Kasper inquired if there was any consideration on the size of the front porch as it is all impermeable surface coverage. Mr. Eggleston said that the applicants were wanting a covered area where they could sit. He continued saying that they way the eaves are on the exiting dwelling they are only adding half of that area of 120 square feet. Mr. Dwyer stated that they would like the covered porch and did not know if there was a way to reduce the impermeable surface on it. Chair Kasper stated that it may be able to be designed like a deck without a roof on it although there will be a deck added to the back of the house.

Member Marshall inquired about the impact of the design if the porch were replaced with a deck. Mr. Eggleston said that adding the porch helped with the aesthetic design of the dwelling providing a reverse gable over the garage and a reverse gable of the porch that adds more interest to the ranch dwelling. They could add a reverse gable over the eave line to divert water away from the door. Right now, there is a gutter and if it is not controlled by the gutter it flows over and you have ice on the steps. Mr. Eggleston reiterated that the lot is about 2-3 miles from the lake watershed. The area acts more like a hamlet with small houses on small lots served by public water. Chair Kasper said that a reverse gable could still be done to align with the rest of the house and have the deck come out 8 feet. Mr. Eggleston said that it would divert the water away from the deck area providing safe egress for the occupants without having to worry about ice or water flow. It would reduce the coverage by 80 square feet.

**WHEREAS**, the Skaneateles Zoning Board of Appeals on June 1, 2021, granted a variance for total lot coverage of 24.4% for the proposed garage, porch, and deck, conditioned upon the Planning Board finding that the Applicant's is entitled to an increase in nonconforming impermeable surface coverage under §148-8-9-G.

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

Chair Kasper commented that it is a good plan and the stormwater running into the watercourse before the village away from the lake. Member Winkelman said that Milford Drive is a special neighborhood with public water and small lots that functions similarly to the village or a hamlet. The character of the neighborhood is as Mr. Eggleston has described. Counsel Molnar stated that the ZBA had approved the

variance for total lot coverage conditions upon the Planning Board rendering a finding under 148-8-9-G that the increase is necessary for the public health or safety or the safety of the occupants or the property.

Chair Kasper inquired if there could be a one-foot overhang on the reverse gable it would not count against impermeable surface coverage and Mr. Eggleston clarified that it could overhang three feet. Mr. Eggleston continued saying that with the 80 square feet of reduction in the roof over the porch, it would reduce impervious coverage of .66%, bringing it down to 20.1% impervious coverage.

**WHEREAS**, the Board in reviewing the Application under §148-8-9-G, adopted the following findings (“Findings”) for proceeding with a determination on the Application:

(1) That the Lot is located in a neighborhood located next to the Village, and the lots on the street are designed with small lots with dwellings close together, similar to what could be located in a hamlet or village; and

(2) That the lot is located outside of the lake watershed with stormwater draining to Skaneateles Creek and away from the lake; and

(3) There is no alternative location for the proposed garage due to the location of the existing metes and bounds of the property; and

(4) That the stormwater from the structures on the property will percolate through the proposed drainage facility before draining into the Village stormwater ditch; and,

(5) That the porch will be reduced in half to align with the existing face of the dwelling; and

(6) That the proposed modifications to the dwelling with the addition of the attached garage will allow the applicant to age in place.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Member Jill Marshall and duly seconded by Chair Donald Kasper, and after an affirmative vote of all Members present, as recorded below, the Town of Skaneateles Planning Board **APPROVES** the increase in nonconforming impermeable surface coverage, with standard conditions and the following additional conditions:

1. That the 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. The Site Plan 1 of 2 dated June 16, 2021, Elevation, and floor plans 2 or 2 dated June 16, 2021, and Revised Narrative dated June 5, 2021, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
3. That all conditions imposed by the Skaneateles Zoning Board of Appeals, in connection with its approved variance, be fulfilled; and
4. That the Findings are incorporated in this decision, as if set forth at length; and
5. That the Applicant shall obtain all necessary permits and approvals from any agency or authority having jurisdiction over the Property or the Application.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Sketch Plan- Site Plan Review**

Applicant: Carl Tucker  
Eloise Meadowcroft  
353 Wellington Terrace  
Jenkintown, PA 19046

Property:  
2334 Thornton Grove  
Skaneateles, NY 13152  
**Tax Map #056.-03-14.0**

Present: Robert Eggleston, Eggleston & Krenzer Architects

The Tucker family has owned the lakefront cottage with improvement over the years. It is a small seasonal cottage and carport. Impermeable surface coverage (ISC) is 12.2% and total lot coverage is 22.2%. A nonconforming structure can be added on as long as the structure is not more nonconforming. Proposed is a second-floor addition to the dwelling that will be maintained as a 3-bedroom dwelling. The first floor needs to be made accessible for a family dwelling. The existing 22x22 carport will be expanded six feet over the existing tarvia. The expanded carport will be enclosed to create a garage with storage space above. The potential living space goes from 5.6% to 9.5%. under the maximum 10% allowed. The existing footprint goes from 6.6% to 6.5% as they are removing one if the sheds. ISC will decrease from 19.2% to 17.1%. Total lot coverage will decrease from 22.2% to 20.4%.

Two bioswales will be incorporated into the lot with one adjacent to the garage that will collect stormwater from the garage and some of the driveway runoff, the other bioswale will be east of the dwelling that will collect stormwater from the dwelling and a portion of the driveway.

Chair Kasper inquired if the dwelling is on a slab. The north portion is the original building, and the south wing was added later built on slab. The north half of the dwelling will receive a new foundation and the south half of the dwelling will maintain its existing slab on grade. Chair Kasper inquired about the construction of the garage and Mr. Eggleston explained that they will be adding two posts to the existing pole barn style carport and continue the post frame with added trusses to raise the roof for storage. Stairs will be added to the back for access to the storage. There will be no new foundation for the garage. Chair Kasper inquired if some of the tarvia could be reduced to 16 feet in width. Mr. Eggleston said that a member of the family requires wheelchair access and the walk from the driveway will be modified to a ramp as opposed to the existing tiered steps. Mr. Camp commented that the portion of the driveway could be removed, and the ramp would have a flatter portion. The area will be looked at and considered at the site visit scheduled for Tuesday, June 22, 2021, beginning at 6 pm. Mr. Camp commented that 22 feet in width is adequate as a typical parking spot is nine feet wide.

**Sketch Plan- Site Plan Review**

Applicant: McCarthy 2014 Trust  
Kathleen McCarthy  
2720 27<sup>th</sup> Street  
Astoria, NY 11102

Property:  
1247 Longview Shores  
Skaneateles, NY 13152  
**Tax Map #054.-01-08.1**

Present: Robert Eggleston, Eggleston & Krenzer Architects

Mr. Eggleston said that this property was subdivided a few years ago, before that there was a variance for the 54 feet of shoreline. The bulk of the property is away from the lake with the lot being a flag lot from the lake. Proposed is a single-family dwelling that would be located over 400 feet from the lake and complies with all setbacks. Proposed impermeable surface coverage will be 9%. There is an existing season cottage located near the lake that will stay and will be classified as an accessory apartment as it is 788 square feet in size. The property has two existing septic systems to support the 2-bedroom cottage, and a second septic system is in a 50-foot easement that serves the Bruni-McCarthy property along the lake line. There will be a new separate septic system for the proposed dwelling and water will be supplied from the lake. There will be three bioswales with the first one to treat the driveway that will go into the road ditch on the north side of the property. The second bioswale will manage the stormwater from the dwelling and the driveway turnaround. The third bioswale will pick up any stormwater coming off the hill and will be located along the south property line before dispersing into the road ditch.

Mr. Camp stated that there is a single parking area for the cottage that was not picked on the site plan although it is on the survey. Mr. Eggleston said that some of it may be in the road right of way. He continued saying that it was designated as a private road when the subdivision approval occurred a few years ago. Chair Kasper inquired if the location of the dwelling was determined by the contours of the land, and Mr. Eggleston said that they did not want to block the view of the lake for the other Bruni dwelling. In addition, it is a one-story dwelling with walk out basement located away from the septic areas, and where it is sited it is higher to pick up the lake views. A site visit will be conducted on June 22, 2021.

**Continued Review- Site Plan Review Amendment**

Applicant:	1812 West Lake Road LLC	Property:
	1200 State Fair Blvd	1812 West Lake Rd
	Syracuse, NY 13209	Skaneateles, NY 13152
	New York, NY 10014	<b>Tax Map #062.-01-09.3</b>

Present: Brian Bouchard, CHA Consulting; Robert Eggleston, Eggleston & Krenzer Architects

Mr. Eggleston began by saying that during the finalization of the design for the dwelling, the depth of the dwelling increased by ten feet and as a result the driveway was decreased by taking out the circle driveway while still allowing a turnaround and for the vehicle to pull into the garage. This modification will keep the lot at 10% impermeable surface coverage. The only other minor change is that in Rich Abbott's reviewing the seawall as it was pushed back from the lake line.

Mr. Bouchard said that when he was reviewing the amendment request his comment was regarding the placement of the key stones for the wall. The wall has been pushed further back from the lake line by one foot so that the wall would be outside of the mean high-water mark so as not to disturb the soil below the mean high-water mark. The quarry stone seawall was moved by two feet and raising it one foot in elevation.

Mr. Eggleston stated that on page 201, it reflects the change in distance from the high-water mark and the wall. Mr. Bouchard said that in the patio detail down by the lake there was a retaining wall around the pit as well and there was a concern with the elevation change. The retaining wall has been removed around the patio area so there is a flush transition with the wall and patio. This was accomplished with the one-foot increase in the seawall. Rich Abbott was satisfied with this change.

Chair Kasper inquired if the entry driveway had been moved since it is six feet on the neighbors is property and four feet on this property. Mr. Bouchard said that it used to be an eleven-foot driveway and it was reduced to ten feet in width that should be sufficient for access. This also allowed for the increase in footprint of the proposed dwelling and keeping the property at 10% impenetrable surface coverage. He

continued saying they have also received their curb cut permit from NYSDOT. All the easement filings and septic designs are progressing. Chair Kasper inquired if the town had received the comment from Rich Abbott and Mr. Bouchard said that it should be sent to Bob Herrmann.

**WHEREAS**, a motion was made aby Chair Kasper 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 action, not subject to further SEQRA review The Board having been polled resulted in the unanimous affirmance of said motion.

**NOW, THEREFORE, BE IT RESOLVED**, upon a motion made by Member Scott Winkelman, seconded by Member Jill Marshall, and upon an affirmative vote thereon as recorded below, the Town of Skaneateles Planning Board hereby **APPROVES** the Amendment Application, and amends the Approving Resolutions, as follows:

1. The Site Plan C-101, C-201, C-202, C-203, and C-401 prepared by Brian Bouchard, CHA, P.E. dated June 8, 2021, and Elevations Plans 1 of 5 through 2 of 5 dated May 5, 2021. First Floor Plan 3 of 5 dated May 14, 2021, Second Floor Plan 4 of 5 dated May 13, 2021, and Basement Floor Plan 5 of 5 dated April 30, 2021, prepared by Robert O. Eggleston, Licensed Architect, be strictly followed; and
2. Except as amended hereby, the conditions of the Approving Resolution remain in full force and effect.

**RECORD OF VOTE**

Chair	Donald Kasper	Present	[Yes]
Vice Chair	Douglas Hamlin	Present	[Yes]
Member	Scott Winkelman	Present	[Yes]
Member	Jill Marshall	Present	[Yes]

**Merger Request**

Applicant: Nicholas & Hilary Reeves  
4388 State Street Rd  
Skaneateles, New York  
**Tax Map #022.-02-28.2 & 022.-02-28.3**

The applicant is requesting the merger of his two adjoining properties with one of the lots consisting of vacant land.

**WHEREFORE**, a motion was made by Member Marshall and seconded by Member Hamlin to notify the Town of Skaneateles Tax Assessor that this Board has no objection to the request of Nicholas & Hilary Reeves to merge tax parcels 022.-02-28.2 & 022.-02-28.3 into one tax parcel. The Board having been polled resulted in the unanimous affirmance of said motion.

**Merger Request**

Applicant: Larry Duckett  
682 Franklin Street  
Skaneateles, New York  
**Tax Map #046.-03-01.1 & 046.-03-01.2**

The applicant is requesting the merger of his two adjoining properties with one of the lots consisting of vacant land.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Marshall to notify the Town of Skaneateles Tax Assessor that this Board has no objection to the request of Larry & Karen Duckett to merge tax parcels 046.-03-01.1 and 046.-03-01.2 into one tax parcel The Board having been polled resulted in the unanimous affirmance of said motion.

**Merger Request**

Applicant: Barbara Connor  
1331 Laxton Lane  
2354 West Lake Rd  
Skaneateles, New York  
**Tax Map #056.-02-27.0 & 056.-02-26.0**

The applicant is requesting the merger of his two adjoining properties with one of the lots consisting of vacant land.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Chair Kasper to notify the Town of Skaneateles Tax Assessor that this Board has no objection to the request of Barbara Connor to merge tax parcels 056.-02-27.0 and 056.-02-26.0 into one tax parcel. The Board having been polled resulted in the unanimous affirmance of said motion.

**Merger Request**

Applicant: Golf Treat LLC  
Benson Road  
Skaneateles, New York  
**Tax Map #060.-01-01.3, 060.-01-01.5, & 060.-01-01.1**

The applicant is requesting the merger of his two adjoining properties with one of the lots consisting of vacant land.

**WHEREFORE**, a motion was made by Member Winkelman and seconded by Member Marshall to notify the Town of Skaneateles Tax Assessor that this Board has no objection to the request of Gold Treat LLC-William & Patricia Galloway to merge tax parcels 060.-01-01.3 and 060.-01-01.5 into one tax parcel with tax parcel #060.-01-01.1. The Board having been polled resulted in the unanimous affirmance of said motion.

**Discussion**

Mr. Brodsky is working on a revised draft of the Planned Development District (PDD) legislation to include more detail on the process and criteria. The town of Clay has language that could be amended for the towns draft. Once reviewed it will be presented to all the boards at the next staff meeting.

**WHEREFORE**, a motion was made by Member Hamlin and seconded by Chair Kasper to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 9:47 p.m. as there being no further business.

Respectfully Submitted,  
Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston

Brian Bouchard

Janet Aaron

Mark Tucker

Jon Holbein

Dale Meadowcroft

Timothy Hellman

Denise Rhoads

Michael Torrey

Emily Thomas

Joe B.

Doretta Agostinne

Tom Blair

Pat Carberry

Seth Waltz

Jeff Reid

Joe Dwyer

Kathleen McCarthy

Nicolas Webster

Chris Buff

Kimberly Boffett

Leann Osika-Michales

Richard Eldredge