

**TOWN OF SKANEATELES
PLANNING BOARD
MEETING MINUTES
September 2, 2025**

Donald Kasper
David Lee
Jon Holbein
Samantha Parker-Fann
Mitchell Sobolevsky
Scott Molnar, Legal Counsel
Caitlin Choberka (C&S Engineers)
Karen Barkdull, Clerk

Chair Kasper opened the meeting at 6:30 p.m.

Application Continuance -Special Permit, Lot Line Adjustment

Applicant	SUNN 1017 LLC/Stauffer	Property:
	700 West Metro Park	4516 Jordan Rd
	Rochester, NY 14623	Skaneateles, NY 13152
		Tax Parcels #018.-04-31.1 & 018.-04-29.1

Present: Matt McGreggor, Abundant Solar, Andrew VanDoorn, Solar Bank; Bartolo Morales, Solar Bank;
Justin Lam, Abundant Solar Inc.

Mr. McGreggor received the following letters from the NYSDEC.

1. NYSDEC letter regarding the engineer report for the proposed community solar array systems Site number 7-34-010 dated August 26, 2025 from John Armitage stating that they have no issue with the submitted plans.
2. NYSDEC No objection Email dated August 26, 2025 regarding the walking path easement and the existing commercial standard of the area being considered. The department does not object for the perimeter fence adjustment to accommodate a trail system. The town and property owner will need to develop any easement language required.

NYSDEC is asking for a contact from the town regarding the access easement, and it was determined that it should be Counsel Molnar.

Ms. Minas said the NYSDEC is reviewing the engineering report and plans, and they have provided a letter indicating that the work will need to be done with consideration of the existing remediation management plan. Chair Kasper inquired if the applicant is pursuing a PILOT agreement with the town and Mr. McGreggor stated that it is their standard and they will coordinate with the Town Board. Counsel Molnar said that he will provide the contacts for the Town Supervisor and the Town Attorney. He continued saying that the IDA typically works with all of the municipalities and jurisdictional agencies such as school districts and towns, with the request fitting the parameters of the negotiated agreement so the IDA can approve it. If there will be a deviation from it then there would need to be negotiations with the IDA and taxing jurisdictions. Generally it is a ten year PILOT program and Mr. McGreggor said that that is the standard program they work with.

Counsel Molnar said that he will go through the decommissioning plan with the bond, and the O&M plan and will provide final comments on the documents so that they can be presented to the Chair as part of the conditions of the prepared resolution for the board's consideration.

Member Parker-Fann requested a copy of the finalized site management plan for abatement for the town's record. Ms. Minas said that the updated management plan includes as-built drawings of the project and the construction procedures.

Counsel Molnar recommended that the board review findings for the major special permit under section 148-10-7-B.

- (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;
- (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.
- (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;
- (4) That the Application will not adversely affect the general availability of affordable housing in the Town;
- (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.
- (6) That the Application will have appropriate parking and be accessible to fire, police, and other emergency vehicles;
- (7) That the Application will not overload any public water, drainage or sewer system or any other municipal facility or service, including schools;
- (8) That the Application will not degrade any natural resources, ecosystem, or historic resource, including Skaneateles Lake or Owasco Lake;
- (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;
- (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;

(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;

(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 surrounds than would full development of uses of the property permitted by right.

Counsel Molnar reviewed the draft resolution with the applicant and the board and there were minor corrections suggested for the resolution. Condition C was thoroughly discussed with the concern that the applicant should work with the property owner and the NYSDEC to obtain NYSDEC agreement for the easement for the walking path. Mr. Van Doorn suggested that a section is added to address the possibility that the trail negotiation might fail and that it should not void any special permit approval for this application. The section below reflects the modifications.

WHEREAS, an application has been submitted by SUNN 1017 LLC for Stauffer Management Company LLC (collectively the “Applicant”) seeking Major Special Permit and Site Plan approval to establish two contiguous 5.0 megawatt solar energy systems totaling 10.0 megawatts (the “Project”) upon a 117.4 acre site comprised of two contiguous parcels (Tax Map #'s 018.-04-29.1 and 018.-04-31.1) located in both the IRO and RR Zone districts outside of the Lake Watershed Overlay District, and for a lot line adjustment (the “LLA”) applicable to two parcels (collectively the “Application”) at 4512 and 4514 Jordan Road, Skaneateles, New York (the “Property”), a 20 acre portion of which on Tax Map # 018.-04-31.1 underwent remediation activities between 1983 and 2013 to eliminate potential exposures to hazardous materials associated with former manufacturing operations, pursuant to Order and Consent Indices # A701018612 and # A7-0347-9610, and a Site Management Plan prepared by Envirospec Engineering, PLLC dated March 2015 and Final Engineering Report prepared by Envirospec Engineering, PLLC dated May 2015, as monitored by the New York State Department of Environmental Conservation (“NYSDEC”) as Site Number 7-34-010; and

WHEREAS, at its regular meeting held December 17, 2024, and its regular meetings held thereafter up to and including August 19, 2025, the Planning Board reviewed submission materials from the Applicant and its professionals, including a Project Application for Site Plan and Major Special Permit dated December 2, 2024, as thereafter amended March 3, 2025, an Application Project Narrative dated March 3, 2025 (the “Narrative”), a Full Environmental Assessment Form, Part 1, with FEAF Addendum dated December 2, 2024 and Visual Impact Assessment, together with plans and other supporting materials listed herein (collectively the “SEQR Application Materials”), and at the March 11, 2025 meeting the Planning Board classified the action as a Type I Action under the State Environmental Quality Review Act (“SEQR”), and declared itself willing to act as lead agency under SEQR for coordinated review of the Application; and

WHEREAS, the Application was referred to the Onondaga County Planning Board for its review under New York’s General Municipal Law Section 239, after which the Onondaga County Planning Board issued its resolution dated March 19, 2025, reflecting that the Project will have no significant adverse

inter-community or county-wide implications, with a comment that consideration should be given to review the site design within the context of the Northern Hamlets Master Plan, that the Town and Applicant establish open space, riparian and /or recreation easements along Skaneateles Creek, and the access must meet the commercial requirements of the OCDOT; and

WHEREAS, the Applicant made submissions to the Planning Board commencing March 11, 2025, with a Public Information Meeting scheduled and conducted by the Planning Board at its April 29, 2025 meeting, and a public hearing was held on June 17, 2025, as continued to and closed on August 19, 2025, pursuant to Skaneateles Town Code, Chapter 148; and

WHEREAS, at its special meeting held June 24, 2025, at which all Planning Board Members were present and acting throughout, the Planning Board re-reviewed the Application and SEQR Application Materials under SEQR with the consent of the Applicant, and thereafter adopted a Resolution declaring a SEQR Negative Declaration, with findings in support thereof, pursuant to and in accordance with 6 NYCRR §617 et. seq.; and

WHEREAS, the Skaneateles Planning Board further considered the reasonable accommodations set forth in Town Code Section 148-5-8-D-4-c when deliberating approval of the Application, which utilizes New York State's limited use "permeable" driveway calculations for solar farms, and to permit the fence surrounding the Project be installed at a height of seven (7) feet, when Town Code Chapter 148 generally limits fencing to six (6) feet in height; and

WHEREAS, the Skaneateles Planning Board has made site visits to the Property, has reviewed and considered all of the material contained in the Board's file, has heard and considered submissions made on behalf of the Applicant, has heard and considered public comment and written objections submitted by interested parties and made part of the record of the Planning Board, has read and considered the resolution of the Onondaga County Planning Board and other reviewing agencies, and has obtained engineering consultation; and

WHEREAS, the Board reviewed the Major Special Permit criteria required by §148-10-7B of the Town Code as it relates to the Application, and rendered the following findings ("Major Special Permit Findings"):

- (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;
- (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.
- (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;
- (4) That the Application will not adversely affect the general availability of affordable housing in the Town;

- (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.
- (6) That the Application will have appropriate parking and be accessible to fire, police, and other emergency vehicles;
- (7) That the Application will not overload any public water, drainage or sewer system or any other municipal facility or service, including schools;
- (8) That the Application will not degrade any natural resources, ecosystem, or historic resource, including Skaneateles Lake or Owasco Lake;
- (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;
- (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;
- (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;
- (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 surrounds than would full development of uses of the property permitted by right.

WHEREAS, the Applicant proposed, and the Planning Board found that the Application has been presented in compliance with site plan standards and criteria set forth in Town Code Section 148-10-6, as set forth in the Applicant's Narrative; and

WHEREAS, the Applicant has also submitted for Planning Board review and comment the following engineered drawings, plans, correspondence and reply agency communications in connection with the Project:

- 3. Site Plan Package (collectively the "Site Plan") G001-G002, C001 -C004, C101-C105, and C501-C506- Pages 1-13 prepared by Barton &Loguidice Engineering Firm dated May 2025, which includes a planting plan (the "Planting Plan");

4. Viewshed Analysis pages 1-2 prepared by Barton & Loguidice dated December 2024, updated May 2025 and supplemented in May 2025;
5. National Grid Coordinated Electric System Interconnection Review Pages 1-11 dated September 20, 2024;
6. SWPPP pages 1-215 prepared by Barton & Loguidice Engineering dated February 2025 (the "SWPPP")
7. Decommissioning Plan and Cost Analysis pages 1-4 prepared by Solar Bank Corp. dated May 2025 (the "Decommissioning Plan");
8. Wetlands Determination pages 1-134 prepared by Barton & Loguidice Engineering dated March 3, 2025;
9. Product Manufacturer Information sheets pages 1-5 dated December 2024;
10. Operating and Maintenance Plan Page 105 prepared by Solar Bank Corp. dated February 2025 (the O&M Plan"),
11. Fire Department correspondence through email dated February 24, 2025;
12. Town of Skaneateles Zoning Board of Appeals approval of variances requested dated August 5, 2025;
13. Survey pages 1-3 prepared by CT Male Associates dated October 15, 2015; and
14. Sean Scanlon for Stauffer Management letter regarding the walking path easement dated June 5, 2025.
15. DEC No objection Email dated August 26, 2025 regarding the walking path easement and the existing commercial standard of the area being considered
16. DEC letter regarding the engineer report for the proposed community solar array systems Site number 7-34-010 dated August 26, 2025 from John Armitage

WHEREAS, the Planning Board further considered the requirements of Town of Skaneateles Code Section 148-5-8-D-2.c, which prohibit ground mounted solar systems from being installed in any location that would substantially detract from or block the view(s) of all or a portion of a view-shed listed or referred to in the adopted Town of Skaneateles Open Space Plan or Comprehensive Plan, finding that the proposed Project is uniquely sited upon the Property, the visual impact of which will be minimized as required by Chapter 148 of the Skaneateles Town Code if the Project is completed in accordance with the Site Plan.

NOW, THEREFORE, upon a motion made by Chair Donald Kasper, and duly seconded by Member Samantha Parker-Fann, and after an affirmative vote of all Members present, as recorded below, **BE IT**

RESLOVED that the Town of Skaneateles Planning Board **APPROVES** the Application, with the following conditions:

- A.** The foregoing deliberation of Major Special Permit Findings pursuant to §148-10-7-B, and Significant View-Shed limitations of § 148-5-8-D-2.c of the Town Code are hereby approved and incorporated in this Resolution as if set forth at length.
- B.** The Special Permit and Site Plan approval granted herein, which authorizes the Applicant to undertake and complete the Project, shall be completed in strict compliance with all drawings and plans constituting the Site Plans, and the Narrative.
- C.** That the Applicant make all commercially reasonable efforts, at its sole cost and expense and copying the Town on all correspondence, to obtain the consent of the NYSDEC for placement of a pedestrian nature trail easement along Jordan Street (the "Trail Easement") outside of the new fence to be installed by the Applicant at the Property, in the Property's currently remediated commercial standard condition, which new fence is to be placed according to the Site Plans, and that should such consent be granted, the Property Owner and/or the Applicant prepare and submit a perpetual easement in favor of the Town of Skaneateles to the Planning Board Chair and Planning Board Attorney for review and approval, which after approval will be executed by the Property Owner and/or Applicant and recorded in the Onondaga County Clerk's Office. In the event that the NYSDEC denies the request or the Town rejects the NYSDEC conclusions, the Special Permit granted herein remains valid, and in full force and effect.
- D.** Prior to the issuance of a building permit for any land disturbance or the construction or placement of any structures on the Property, the following conditions shall apply:
 - 1. **THAT** no building permits be issued until the Applicant receives and/or provides to the Planning Board a SPDES Permit from the NYSDEC; and
 - 2. **THAT** the Project is classified as a community solar system pursuant to Skaneateles Town Code Section 148-5-8-C-2, which shall apportion electrical output to individual end-users through a legally binding agreement and management system, final form documentation for which shall be submitted for Planning Board Chair and Planning Board Attorney review and approval, including documentation from National Grid and/or NYSERDA (managing the NY-Sun program) to demonstrate the Project is registered and will be receiving compensation as a Community Distributed Generator; and
 - 3. **THAT** a Project Decommissioning Plan with Decommissioning Cost Estimate be submitted to the Planning Board Chair, Town Engineer, and Planning Board Attorney for review and approval, and that prior to the commencement of any work to construct the Project, that a duly executed, valid and binding undertaking be submitted by the Applicant in favor of the Town of Skaneateles, its successors and assigns, to assure that all costs of repair or decommissioning the Project be paid for by a surety or letter of credit provider, as an when repair or decommissioning of the Project is required under the Decommissioning Plan (the "Decommissioning Assurance").

4. **THAT**, no building permits be issued until the Applicant schedules and completes a preconstruction meeting with the Town Code Enforcement Officer.
- E. After issuance of a building permit for the Project, the following conditions shall apply:
1. **THAT** the completed Project shall be as depicted and or described on all drawings and plans constituting the Site Plans and Planting Plan, and operated as stated in the Application, Narrative and O&M Plan; and
 2. **THAT** the Site Plan approval memorialized herein shall expire if the Applicant fails to comply with the conditions stated herein within 18 months of issuance of these Resolutions, or if Site Plan approval expires without renewal; and
 3. **THAT** all required permits, if any, be obtained from the NYSDEC, and any other agency or authority having jurisdiction over the Property or Project; and
 4. **THAT** the Applicant strictly comply with the Planting Plan submitted to and reviewed by the Planning Board, and the O&M Plan for maintenance of the plantings on site, to assure that the health of said plantings will periodically be inspected, with failed plantings to be removed and replaced in a timely fashion to assure continued compliance with the Planting Plan.
 5. **THAT** existing vegetation or landscaping on the site (the Woodland Buffer”) be maintained around the perimeter of the Project site so that the Project visibility is minimized to adjacent properties. The Woodland Buffer is to be left in a natural condition, undisturbed by the Applicant or any other party, and that any diseased or failing trees be maintained and/or replaced at all times in the Woodland Buffer while the Project remains an active energy producing system upon the Property, to preserve the Woodland Buffer and its ability to visually screen the Project from view by adjacent properties; and
 6. **THAT** the Decommissioning Assurance remain valid and in full force and effect, for the benefit of the Town of Skaneateles, throughout the life of the Project, binding upon the surety, or letter of credit provider, at all times prior to decommissioning repair or removal of the Project from the Property.
 7. **THAT** the Applicant fund an escrow to pay for engineering services and review by the Planning Board Engineer of not less than \$2,500.00, and that the Applicant fund an escrow for Planning Board legal review of not less than \$1,500.00.
 8. That one mylar and five copies of the LLA Subdivision Map shall be submitted for signature within six months of the filing of this decision, and the Chairman is authorized to sign said LLA Subdivision Map, subject to fulfillment of applicable conditions herein; and

9. That the LLA Subdivision Map and deeds transferring title to the adjusted parcels shall be filed with the office of the Onondaga County Clerk with supporting documents within sixty days of the signing of the LLA Subdivision Map and proof of said filing shall be submitted to the Planning Board.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	David Lee	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]
Member	Mitchell Sobolevsky	Present	[Yes]

Final Plat Plan -8-lot Subdivision

Applicant: Village Meadow LLC

PO Box 714

Skaneateles, NY 13152

Property:

Franklin Street Rd

Skaneateles, NY 13152

Tax Parcel #047.-01-06.1.

Present: Josh LaGrow, Eric Brillo, Theresa Brillo, Applicants; Robert Eggleston, Eggleston & Krenzer Architects,

Chair Kasper commented that an updated map and OCDOH approval have been received. The easement language and the HOA documentation will need to be reviewed and approved. Counsel Molnar commented that the Planning Board is in a position to grant conditional approval of the final plat. Section 131-3E1 does require a performance guaranty in the amount to be set by the Planning Board that can be by certified check, a letter of credit, or a surety bond. Mr. LaGrow has a certified check this evening

Chair Kasper stated that in the preliminary plat approval resolution there was a requirement for escrow for engineering fees, and it was determined that it should be \$3,000 for engineering and \$3,00 for legal fees. Chair Kasper reviewed the estimated costs to complete the private road and a breakdown for the completion in the right of way only. He inquired if the town can require completion of the road as the road is private. Mr. Brillo said that the road is almost complete; they are waiting on National Grid to complete their work before the binder coat can be added. Chair Kasper commented that Mr. Camp has okayed the stormwater system and Ms. Choberka said that Mr. Camp had reviewed the property and noted that there is a little more work to be done to complete the project. She continued saying that Mr. Camp had spoken with a resident from the neighborhood who had commented that the drainage had improved with the stormwater system in place. Counsel Molnar said that the performance guarantee is a guarantee from the applicant to complete the project according to the plans and specifications the Planning Board had previously approved. That includes everything, even if located on private land. A binder coat on the road will be added with a top coat after complete build out of the development. Chair Kasper commented that the guaranty could be reduced to cover the top coat once the binder coat is in place. A certificate of occupancy could not be issued until the binder coat is in place.

Mr. LaGrow explained that they want to get the map filed with the County and then list the lots on an MLS listing and file the HOA paperwork with the Attorney General. Once the HOA has been approved, the sale

of the lots could occur and then the lot owner could develop plans for development of their lot in the spring.

WHEREAS, pursuant to and in accordance with Section 276 of the Town Law of the State of New York, and Chapters 131 and 148 of the Town of Skaneateles Code, as may have been amended, the Applicant has submitted the following items (collectively the “Application Summary Materials”) to the Planning Board for consideration of the Final Plat, including:

1. Final Plat Plan for the Village Meadow Subdivision prepared by Paul Olszewski, PLS, PLLC dated August 27, 2025;
2. Onondaga County Health Department Septic Approval dated August 29, 2025;
3. Road improvement proposals prepared by Brillo Excavating and Waste Disposal dated August 20, 2025 for Right of way improvements and dated August 21, 2025 for complete road improvements for binding coating and curbing;
4. Email Correspondence from John Camp, Town Engineer, regarding the drainage facilities status and cost estimates comments dated August 27, 2025.
5. A Sidewalk Easement, dated TBD, presented in accordance with the Preliminary Plat Approval, which remains under review by the Board.
6. A Water Line Easement, dated TBD, presented in accordance with the Preliminary Plat Approval, which remains under review by the Board; and
7. A Draft Declaration of Covenants and Restrictions, dated TBD, presented in accordance with the Preliminary Plat Approval, which remains under review by the Board.

WHEREAS, upon review of the Final Plat, the Board considers same is in substantial compliance with the requirements of §276 of the Town Law of the State of New York, as well as Chapters 131 and 148 of the Town of Skaneateles Town Code, as may have been amended, and the Preliminary Plat Approval; and

WHEREAS, the Skaneateles Planning Board has made site visits to the Property, has reviewed and considered all of the Application Supporting Materials, has heard and considered submissions made on behalf of the Applicant, and has obtained engineering consultation; and

NOW, THEREFORE, upon a motion made by Chair Donald Kasper seconded by Member Samantha Parker-Fann, and upon the affirmative vote of all Members present, as set forth in the Record of Vote referenced below, the Skaneateles Planning Board Conditionally Approves the Final Plat for the Village Meadow Subdivision, subject to the following conditions:

1. The foregoing recitals are incorporated herein as if set forth at length;
2. That development of the Project, according to the Final Plat, and the Recordable Documents (as defined herein), shall be fully constructed, developed, and complied with by the Applicant, at no cost to the Town of Skaneateles;

3. The Applicant shall obtain all necessary approvals from any other agency or authority having jurisdiction over the Property or Project, and build all required infrastructure including, but not limited to and roadways according to Town standards and specifications, at no cost to the Town, where depicted and as set forth on the Final Plat, and as specified in the Site Plans;
4. That the Applicant and its professionals shall submit final documents to memorialize all rights of way and easements reflected on the Final Plat Plan, to establish: a) a ten-foot wide pedestrian sidewalk easement parallel and/or adjacent to the new private road; b) a storm water management easement for Dry Swales 1, 2 and 3 depicted on the Site Plans; c) a road easement, maintenance and use agreement; d) proposed utility easements; and e) a utility and access easement of twenty feet in width at the West end of the cul-de-sac, as depicted on the Site Plans (collectively the "Recordable Documents"), for review and approval by the Town Attorney, the Planning Board Chair and the Planning Board Attorney, and as approved shall be executed and recorded by the Applicant in the Onondaga County Clerk's Office contemporaneously with the filing of the Final Plat (as defined herein);
5. That the Applicant shall submit any and all documentation to the Planning Board and its Attorney concerning the creation of an HOA, with covenants, conditions and restrictions to manage common conservation properties within the Project, as well as the common private roadway and stormwater drainage facilities depicted on the Site Plans; and thereafter obtain the approval of the Attorney General of the State of New York for creation of the HOA, and subsequently file applicable required documentation with the Onondaga County Clerk's Office.
6. That the Applicant provide a performance guarantee in compliance with §131-3.e.1., shall follow the procedure set forth in either Subsection E(1)(a) or (b) below.
 - (a) In an amount set by the Planning Board, the subdivider shall either file with the Town Clerk a certified check or irrevocable letter of credit of \$60,000 to cover the full cost of the required improvements, or the subdivider shall file with the Town Clerk a performance bond to cover the full cost of the required improvements. Any such bond shall comply with the requirements of § 277 of Town Law, shall be purchased from a company licensed to do business in New York State, and shall be satisfactory to the Town Board and Town Engineer as to form, sufficiency, manner of execution, and surety. A period of one year (or such other period as the Planning Board may determine appropriate, not to exceed three years) shall be set forth in the bond within which required improvements must be completed. Any and all reductions in the amount of the performance guarantee are subject to the approval of the Planning Board Chair over time as items are completed and verified by the Planning Board Engineer.
 - (b) The subdivider shall complete all required improvements to the satisfaction of the Town Engineer, who shall file with the Planning Board a letter signifying the satisfactory completion of all improvements required by the Planning Board. For any required improvements not so completed, the subdivider shall file with the Town Clerk a performance guaranty covering the costs of such improvements and the cost of satisfactorily installing any improvement not approved by the Town Engineer in the amount of \$60,000. The reduction in the amount of the performance guarantee is

subject to the approval of the Planning Board Chair over time as items are completed and verified by the Planning Board attorney.

7. That the Applicant shall establish escrow with the Town in the amount of \$3,000 for legal review and \$3,000 for engineering review, to be paid for by the Applicant within seven (7) days of the date of this Resolution, or this Resolution and the permission granted herein shall be null and void, and of no further effect; and
8. Except as modified hereby, the terms and conditions of the Preliminary Major Subdivision Approval, as heretofore amended, shall be strictly complied
9. That the subdivision map and deeds transferring the properties 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.
10. 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
11. That a Certificate of Occupancy shall not be granted to any developed lot until the required improvements under the performance guarantee have been completed, with exception for the final paving coat of the road.

RECORD OF VOTE

Chair	Donald Kasper	Present	[Yes]
Cochair	David Lee	Present	[Yes]
Member	Jonathan Holbein	Present	[Yes]
Member	Samantha Parker-Fann	Present	[Yes]
Member	Mitchell Sobolevsky	Present	[Yes]

WHEREFORE, a motion was made by Chair Kasper and seconded by Member Parker-Fann to adjourn the meeting. The Board having been polled resulted in the unanimous affirmance of said motion. The Planning Board Meeting adjourned at 7:50 p.m. as there being no further business.

Respectfully Submitted,

Karen Barkdull, Clerk

Additional Meeting Attendees:

Robert Eggleston	Andrew Van Dorn	Bryan Dunbar
Matt McGreggor	Rebecca Minas	Eric Brillo
Theresa Brillo	Josh LaGrow	

Additional Meeting Attendees (Zoom):

Mike Drake