

Village of Lansing  
Planning Board Meeting  
Minutes of Tuesday,  
August 30, 2022

The meeting of the Village of Lansing Planning Board meeting via Zoom was called to order at 7:02 PM

**Present at the meeting:**

**Planning Board Members:** Mike Baker (Zoom), Pat Gillespie, Jim McCauley (Zoom), and Lisa Schleelein.

**Absent Members:** None

**Village Legal Counsel:** Natalie French

**Village Engineer:** Brent Cross (zoom)

**Village Trustee Liaison:** Susan Ainslie (zoom)

**Village CEO:** Michael Scott

Public included: John Langey and Eric Goetzmann representing Lansing Meadows; Sean and Rachel Ryan, Jamie Jensen, Robert Schleelein, Carla Marceau, and Loraine Capogrossi

**Approval of the Minutes**

Schleelein moved to approve the August 8, 2022 Planning Board minutes. Seconded by McCauley.

Ayes: Baker, McCauley, and Schleelein.

Nays: None

Abstain: Gillespie

**Public Comment Period:**

Carla Marceau and Robert Schleelein stated they were attending as the observers for the Community Party.

With no one else wishing to speak, Gillespie moved to close the public comment period. Seconded by Schleelein.

Ayes: Baker, Gillespie, McCauley and Schleelein.

Nays: None

Baker read the following agenda item:

**Review of Special Permit #2021-4516 Lansing Meadows**

*As per the conditions of Resolution #2021-4516, adopted on December 13, 2021, the Planning Board will review the progress of the Lansing Meadows Development.*

Scott stated that as per Village Code, the Planning Board must determine if a requested amendment of an approved special permit is a major or minor change. If determined as major, a public hearing would need to be established. If minor, the Planning Board can hear the request as is.

47 Goetzmann is requesting a change in condition “n” of Special Permit 2021-4516 which is the  
48 deadline for the installation of the foundations for the remaining 2 buildings. Goetzmann stated  
49 that he was going to ask for an extension of condition “p”, which is the completion of those two  
50 buildings but, since he has found a contractor that can complete said building by the original  
51 conditional date, he no longer needs “p” extended. Goetzmann is now asking to remove condition  
52 “n” as the July 26, 2022 date has passed already.

53 Scott said that the Planning Board still wants a deadline for the foundations.

54 French said that the Planning Board could just deny the amendment request because just removing  
55 the condition, does not satisfy the objective of the Planning Board. French continued by saying that  
56 the resolution has a mechanism for handling a deadline that does not get met and that would be the  
57 establishment of an escrow account.

58 Langey summarized Goetzmann’s request and stated that an escrow for a portion of the project that  
59 is private for the developer is “unheard-of” and not appropriate in his experience.

60 French stated that the applicant already has established an escrow for the landscaping of the project  
61 which is “private for the developer”.

62 Langey stated that that would be for the public.

63 Baker said that ultimately, the conditions were set up so that the applicant would finish the project.

64 Schleelein said that the special permit application submitted to the Village does not say anything  
65 about what Goetzmann is requesting; the application is not complete.

66 French added that this was the first time anything had been mentioned about the removal of  
67 condition “n”.

68 Baker read condition “q”:

69 If any deadline under this Special Permit is not met and applicant, in the sole discretion of the  
70 Planning Board, has provided no reasonable basis for delay, the Planning Board reserves the right  
71 to take such action as the Board deems appropriate, including but not limited to withdrawing the  
72 Applicant’s building permit or requiring additional escrow accounts to be established and funded  
73 for the costs of complying with the Special Permit as determined by the Village of Lansing Board  
74 of Trustees and Department of Public Works.

75

76 Langey said that his client has explained the delays at a previous meeting.

77 Baker added that “reasonable basis for delay” was in the determination of the Planning Board.

78

79 Schleelein would like a comprehensive request in writing of what Goetzmann is asking for and not  
80 various verbal requests which is what the Planning Board is getting.

81 French added that there was no prior information about the amendment request until it was  
82 verbally given at this meeting.

83 Schleelein added that the letter from the contractor is not signed.

84 French feels that the application is not valid without a description of the requested amendment.

85 Langey said that if his client had been advised that he needed to provide more information, he  
86 would have gladly done that. Langey then asked to submit the request verbally.

87 The Planning Board wants a completed application with specifics of what is being requested,  
88 description of the “reasonable delay”, and a signed commitment letter from the contractor for  
89 discussion of the amendment at the next meeting.

90

91 Baker read the following agenda item:

92

93 **Public Hearing for Subdivision #2022-4603**

94 *Sean and Rachel Ryan, owners of 77 Graham Road (Tax Parcel # 46.1-1-6.24), are proposing to*  
95 *subdivide their 8.875 acre lot. The proposed Parcel 2 would be 20,043 square feet (.46 acres) and*  
96 *would have 100 feet of frontage along Dart Drive. The existing Parcel 1 would then contain the*  
97 *remaining 8.415 acres.*

98

99 Scott stated that he now has the stamped final plat for the requested subdivision. Also, Scott briefly  
100 went over the recent information received about a sewer line issue pertaining to the proposed  
101 subdivided parcel. The issue has nothing to do with the Planning Board process and will be  
102 addressed by Village representatives as soon as possible.

103

104 Schleelein moved to close the Public Hearing. Seconded by McCauley.

105 Ayes: Baker, Gillespie, McCauley and Schleelein.

106 Nays: None

107

108 Baker read through the following resolution:

109

110 *VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR FINAL PLAT*  
111 *APPROVAL OF MINOR SUBDIVISION # 2022-4603 ADOPTED ON AUGUST*  
112 *30, 2022*

113 *Motion made by: Gillespie*

114 *Motion seconded by: Schleelein*

115 **WHEREAS:**

116 *A. This matter involves consideration of the following proposed action: Sean and Rachel*  
117 *Ryan, owners of 77 Graham Road (Tax Parcel # 46.1-1-6.24), are proposing to subdivide*  
118 *their 8.875 acre lot. The proposed Parcel 2 would be 20,043 square feet (.46 acres) and*  
119 *would have 100 feet of frontage along Dart Drive. The existing Parcel 1 would then*  
120 *contain the remaining 8.415 acres; and*

121

122 *B. On July 26, 2022, the Village of Lansing Planning Board, in accordance with subsection*  
123 *D of Section 125-5 of the Village of Lansing Code, (i) reviewed the sketch plan submitted*  
124 *with respect to this proposed action; and (ii) classified the proposed subdivision as a minor*  
125 *subdivision; and*

126

127 *C. The Planning Board finds this to be a Type II action for SEQR purposes; and*

128

129 *D. On July 26, 2022, August 8, 2022, and August 30, 2022, the Village of Lansing Planning*  
130 *Board held a public hearing regarding this proposed action, and thereafter thoroughly*  
131 *reviewed and analyzed (i) the proposed final subdivision plat and accompanying materials*  
132 *and information presented by and on behalf of the applicant in support of this proposed*

133 *action, including information and materials related to environmental issues, if any, which*  
134 *the Board deemed necessary or appropriate for its review; (ii) all other information and*  
135 *materials rightfully before the Board; and (iii) all issues raised during the public hearing*  
136 *and/or otherwise raised in the course of the Board's deliberations.*  
137

138

139 ***NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:***

140

141 1. *Based upon all of its foregoing review and action, it is hereby determined by the Village*  
142 *of Lansing Planning Board that approval of the proposed Ryan Minor Subdivision is*  
143 ***GRANTED***, *subject to the conditions and requirements set forth below;*  
144

145 *Conditions and Requirements:*

146 2. *The Chairperson of the Village of Lansing Planning Board is hereby authorized and*  
147 *directed to sign the final plat for the approved minor subdivision in accordance with*  
148 *subsection G of Section 125-6 and subsection A of Section 125-15 of the Village of*  
149 *Lansing Code.*  
150

151 *The vote on the foregoing motion was as follows:*

152 *AYES: Baker, Gillespie, McCauley, and Schleelein*

153 *NAYS: None*

154 *The motion was declared to be carried*

155 Scott will email the Ryans and Jensen when the signed plats are available for pick up.

156

157 Baker read the next agenda item:

158

159 ***Public Hearing for Special Permit #2022-4607***

160 *Valerie Kurbanov, representing VNK Development and Management, Inc is proposing to install a*  
161 *second curb cut at 6 Millcroft Way (Tax Parcel # 45.2-1-47.224). As per Village Code Section*  
162 *145-20A(1), a special permit would be required.*

163

164 While showing the site layout, Scott informed the Planning Board that the Kurbanovs could not be  
165 present. Scott explained that the proposed 2<sup>nd</sup> curb cut was for new home with an attached mother-  
166 in-law apartment. The proposed driveway meets setback standards for the Medium Density

167 Residential District. When reviewing the proposal with John Courtney, there was not a concern  
168 about having an additional driveway but, there is a concern about a future permanent sidewalk that  
169 would run across the driveway and be required to have a 2% slope. Scott suggested that if  
170 approved, a condition be added that the owner be responsible for the required grading of the  
171 potential sidewalk.

172 There are mailing receipts for the public hearing and Scott has not received any complaints from  
173 neighbors.

174 The Public Hearing will remain open

175

176 **Other Business**

177 Scott is still working on the subdivision impact that the new sewer system could possibly have on  
178 East Shore Drive and Cayuga Heights Road.

179 Scott received the County GML-239 report back for the proposed Tree Conservation Law. There  
180 were no further recommendations.

181 There was discussion about the proposed language change for subdivisions.

182 Baker and Schleelein will discuss more about the residential side of the Tree Conservation Law.

183 The Planning Board is looking to discuss Short-term rentals as the next subject moving forward.

184 Cross shared information on the subject about a company that could help.

185 Scott explained how a temporary certificate of compliance is issued and how it differs from a final  
186 certificate.

187 Baker would like to put a Q & A with Capogrossi for the vacant Planning Board position on the  
188 agenda at the next meeting.

189

190 **Trustee Report**

191 Baker and French reviewed the Trustee meeting. The minutes for the August 15, 2022 Board of  
192 Trustee meeting can be read on the Village website or viewed on YouTube.

193

194 **Adjournment**

195 McCauley moved to adjourn at 8:06. Seconded by Gillespie.

196 Ayes: Baker, Gillespie, McCauley, and Schleelein.

197 Nays: None

198

199 Minutes taken by: Michael Scott, CEO