

**Village of Lansing  
Planning Board Meeting  
November 25, 2003**

The meeting of the Village of Lansing Planning Board was called to order at 7:30 P.M. by Ned Hickey. Present at the meeting were Planning Board Members Doris Brown, Phil Dankert, Carol Klepack and Maria Stycos; Trustee Liaison Lynn Leopold; Village Attorney David Dubow; Village Engineer Brent Cross; Code Enforcement Officer Ben Curtis; and members of the public.

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**Public Comment:**

Hickey opened the Public Comment period.

John O'Neill, 53 Janivar Drive, spoke of residents' concern about the dark area on the extension of Craft Road between Leifs Way and Janivar Drive and wondered if that area could be considered for a street light. O'Neill also stated there are bright lights shining from Ascot Place and he would like to see the new building's driveway lights reviewed.

There being no one else who wished to speak, Stycos moved to close the Public Comment period. Seconded by Brown. All aye.

**Hamlet Amendment of the Shannon Park PDA, Preliminary Plat:**

Hickey stated the next item on the agenda was a continued discussion for preliminary plat approval for the Hamlet Amendment of the Shannon Park PDA. Hickey provided background of the procedures the Board would follow. A Public Hearing has already been held and the Board would address any issues or concerns raised at that hearing. Then the Board would perform a SEQRA review and approval of a preliminary plat. Following that the applicants will submit the Final Plat. There must also be another Public Hearing held for Final Plat approval by the Planning Board. Final approval for the amendment to the PDA must be done by the Board of Trustees with a recommendation from the Planning Board based on their Final Plat approval for the Hamlet Subdivision. There would therefore be ample opportunity for the public to comment on the proposal. Hickey noted further that letters can also be sent to the Village at any time.

Hickey asked Dan Bowers, Project Engineer for Hunt Engineers, if there have been any changes made since the Board last met and Bowers indicated there have been minor adjustments. Bowers stated the drive lanes have been reduced to 8 feet and the circle was enlarged to 50 feet to accommodate emergency vehicles. Curtis will coordinate review of the revised plat with the Lansing Fire Department. Bowers stated utilities (electric, telephone and cable) are still being negotiated and there will be separate easements for underground utilities. A letter from Hamlet resident, Thomas Smith, dated Nov. 11 was reviewed: Options for storm water detention were analyzed for the topography and soil types in this area and for compliance with EPA Phase 2 Regulations, and the above ground system is the best choice. Snow removal has been discussed and will be addressed. The developer would naturally prefer a gravity sewer system but this is not possible and a pump station will be required. Bowers stated there is a lighting plan as indicated on the plans. There are also fire hydrants. Hickey asked about phasing of the project. Bowers responded that all the roads and utilities would be put in at the beginning. The road would have a base coat which would be allowed to set for a year before the top coat is added. Development would proceed as lots are sold.

Cross asked for time to review the turnaround as he had just received the plans. Hickey stated a condition for approval for drainage, roadwork, utility lines, etc. would be approval by the Village Engineer.

Next, the Board reviewed Part I and completed Part II of the SEQRA Short EAF. Dubow asked some questions on Part I. Item 6 lists only open space as a use for neighboring property, and he feels residential and commercial should also be checked. Item 12 says no modification to a current approval will be required and Dubow feels it should be checked yes as the currently approved PDA will need to be modified and amended. The applicants noted they were

agreeable to these changes. Hickey began the review of Part II. A – No; B – No, it will receive uncoordinated review as an unlisted action. C1 – No, as a condition of approval by the Village Engineer the applicants must demonstrate that the project will not adversely impact the environment with regard to flooding, groundwater, drainage, etc. Hours of construction will be Mon-Sat, 7-7. Traffic and the ability of the roads to handle the traffic has been considered. Hickey stated the original proposal (1987) for the subdivision reviewed traffic and felt there were no concerns. Hickey has also spoken to the Superintendent of Public Works and noted that the shrubs at the entrance to Shannon Park will be cut back. Hickey has also asked Superintendent of Public Works to review the stop signs in Shannon Park. Hickey stated the Village will also be considering the addition of No Parking signs in Shannon Park. C2 – None, this is a residential proposal for a residential area. C3 – No, only deer might need to find a new home. C4 – No, converting open land to townhouses will change intensity but the land is zoned for exactly that. Further, the original PDA approval was for greater density than this proposal. C5 – None. C6 – None. C-7 None. D – There has been a lot of input and discussion which has been helpful, but no controversy. E – No.

Dankert moved the following:

**WHEREAS:**

- A. This matter involves consideration of the following proposed action: A proposed amendment of the Shannon Park Planned Development Area by Steve Cardamone pertaining to the parcel referred to in the Shannon Park Planned Development Area as “The Hamlet” (Tax Parcel # 47.1-6-58.1) (the “Hamlet Stage 2 Subdivision/Shannon Park PDA Amendment”) The proposal involves the subdivision of the parcel into smaller parcels for the sale to individual owners of 16 town house units with a small amount of land attached to each unit and residual land and infrastructure owned in common; and
- B. This proposed action is an Unlisted Action for which the Village of Lansing Planning Board is an involved agency for the purposes of environmental review: and
- C. On November 25, 2003, the Village of Lansing Planning Board, in performing the lead agency function for its independent and uncoordinated environmental review in accordance with Article 8 of the New York State Environmental Conservation Law - the State Environmental Quality Review Act (“SEQR”), (i) thoroughly reviewed the Short Environmental Assessment Form (the “Short EAF”), Part I, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) thoroughly analyzed the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), and (iii) completed the Short EAF, Part II;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOW:**

1. The Village of Lansing Planning Board, based upon (i) its thorough review of the Short EAF, Part I, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) its thorough review of the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), and (iii) its completion of the Short EAF, Part II, including the findings noted thereon (which findings are incorporated herein as if set forth at length), hereby makes a negative determination of environmental significance (“Negative Declaration”) in accordance with SEQR for the above referenced proposed action, and determines that neither a Full Environmental Assessment Form, nor an Environmental Impact Statement will be required; and
2. The Responsible Officer of the Village of Lansing Planning Board is hereby authorized and directed to complete and sign as required the Short EAF, Part III, confirming the foregoing Negative Declaration, which fully completed and signed Short EAF shall be attached to and made a part of this Resolution.

Seconded by Klepack. Ayes by Brown, Dankert, Hickey, Klepack and Stycos. The motion was carried.

Next, the Board began the Preliminary Plat approval process and the review of conditions which might be attached to such approval. Stycos asked about the amount of land in common. The answer was a little over 4 acres. Hickey stated there would be 16 zero lot line lots with residences and the 17<sup>th</sup> lot would be owned in common by a homeowners association.

Bowers again reviewed the latest version of the project. Drainage has been changed slightly to limit tree removal and

provide for drainage without disturbing the stream. Actual lanes have been changed to 8 feet and the circle enlarged. The trail has also been changed. Hickey stated the Board needs a Landscaping Plan prior to Final Plat approval indicating which trees will be removed and type, size and species of those to be planted. Leopold asked about the possibility of the Village taking over the road if it has not met Village specifications. Bower stated that the road would be built to Village specifications except that the ROW would not be 50 feet. Hickey stated the Village could not accept the road if it were not built to Village specifications. Cross stated the ROW width is important, noted it is a zoning issue. Stycos asked about private sewer systems in the Village. Dubow stated such sewer systems, if properly maintained will work and it will be a condition for approval that if necessary the Village can access the system and perform repairs and bill the resulting costs to the Homeowners Association. Cross pointed out that private roads already exist in the Village although this road will not have a normal width; it will be sufficient to carry traffic and emergency vehicles. Dubow again noted that easements and conditions for the project will be attached as necessary to ensure the Village can protect the health, safety and welfare of the residents in the event the Association fails to do so.

The Board then reviewed a proposed resolution of approval and the Schedule A *16 Conditions of Preliminary Plat Approval*. Snow removal was discussed. Curtis and Hickey have distributed a drawing showing the extension of Wedgewood Drive into the Hamlet with a turn-around for dumping of snow. Bowers was agreeable to building the road extension to meet up with the private road in the Hamlet to allow the snow plow to dump the snow in the detention pond and turn around to exit. This road extension would become public and would meet Village specifications. Peter Widman and his wife expressed concerns about drainage issues behind their residence. Bowers and Cross explained the berming and drainage system and how it would block the flow of storm water onto their property. Dubow again reiterated that there will be provisions to allow the Village to go on the commonly owned property of the Hamlet to remedy situations which are not managed. Cross has spoken with David Putnam and Hunt Engineers, and he felt the area of the detention ponds should remain in the hands of the private developer. 1. Village Engineer approval of drainage, streets, utilities, etc. 2. Final approval by Village Attorney of conveyance documents. 3. Final approval by Village Attorney of Offering Plans. Hickey stated if something goes wrong, the Village can step in to remedy the situation and charge the costs back to the Homeowner's Association. 4. Compliance with requirements and design standards of the Subdivision Regulations. 5. Compliance with Letter of Credit for Subdivision Regulations. 6. Availability of sewer units and capacity of all utility providers. Note that sewer units must be available to get a building permit and there is no guarantee units will be available. 7. Approval by Village Engineer of infrastructure. 8. Approval by Board of Trustees of the minor amendment of PDA for Shannon Park. 9. Approvals from all other required agencies. Health Dept. must approve the water and private sewer system. 10. Inclusion on Final Subdivision Plat of language regarding acceptance of Village for streets, easements or open space. 11. Inclusion on Final Subdivision Plat of language regarding annual review by Planning Board and Board of Trustees until project is completed. 12. Submission of Preliminary Subdivision Plat for review by Lansing Fire Chief. 13. Approval of Landscaping Plan. 14. Filing of notice with NYSDEC for sedimentation & erosion control plan. 15. Construction compliance of all infrastructure. 16. Compliance with Zoning Law for use and dimension regulations for setbacks. The Board added a Condition No. 17 regarding conveyance of the road extension for snow removal. Cross expressed concerns about the design of the ROWs for the turnaround area and area for snow removal. Cross recommended snow be pushed in another area. Hickey felt an easement will be needed in either case. Hickey would like to see the engineers meet to resolve this. Cross stated the Village might then own more than proposed and the Homeowner's Association would own less. The condition would state that a requirement for Final Plat Approval will be the extension of Wedgewood Drive as a public road south for a distance to be determined by the Village Engineer so as to create a snowplow deposit and turn around area sufficient for plowing of that area.

Klepack moved the following resolution:

**WHEREAS:**

- A. This matter involves consideration of the following proposed action: A proposed amendment of the Shannon Park Planned Development Area by Steve Cardamone pertaining to the parcel referred to in the Shannon Park Planned Development Area as "The Hamlet" (Tax Parcel # 47.1-6-58.1) (the "Hamlet Stage 2 Subdivision/Shannon Park PDA Amendment") The proposal involves the subdivision of the parcel into smaller parcels for the sale to individual owners of 16 town house units with a small amount of land attached to each unit and residual land and infrastructure owned in common; and

- B. On November 10, 2003, the Village of Lansing Planning Board held a public hearing on the preliminary plat for the Hamlet Stage 2 Subdivision/Shannon Park PDA Amendment, and thereafter (i) reviewed and analyzed the preliminary plat and all accompanying documents and materials, (ii) reviewed and analyzed the issues raised during the public hearing and otherwise raised in the course of its deliberations, (iii) addressed such issues and appropriate remedial measures related thereto, including possible conditions that might be imposed in conjunction with any preliminary approval to be granted for such plat; and
- C. This proposed action is an Unlisted Action for which the Village of Lansing Planning Board is an involved agency, and in performing the lead agency function for its independent and uncoordinated environmental review in accordance with Article 8 of the New York State Environmental Conservation Law - the State Environmental Quality Review Act ("SEQR"), on November 25 2003, the Board (i) thoroughly reviewed the Short Environmental Assessment Form (the "Short EAF"), Part 1, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) thoroughly analyzed the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), (iii) completed the Short EAF, Part 2; and (iv) made a negative determination of environmental significance ("Negative Declaration") in accordance with SEQR for the above referenced proposed action and determined that an Environmental Impact Statement would not be required; and
- D. On November 25, 2003, the matter of the Hamlet Stage 2 Subdivision/Shannon Park PDA Amendment again came before the Village of Lansing Planning Board, at which time the Board (i) further reviewed and analyzed the preliminary plat and all accompanying documents and materials, (ii) further reviewed and analyzed the issues raised during the public hearing and otherwise raised in the course of its deliberations, (iii) addressed such issues and appropriate remedial measures related thereto, and (iv) determined that certain conditions be imposed in conjunction with any preliminary approval to be granted for such plat;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOW:**

- 1. The Village of Lansing Planning Board, based upon all of its foregoing review and action, hereby grants approval of the preliminary plat (dated November 19, 2003) for the Hamlet Stage 2 Subdivision/Shannon Park PDA Amendment, subject to the conditions and requirements set forth on the attached Schedule A.

**SCHEDULE A**

**CONDITIONS OF PRELIMINARY PLAT APPROVAL  
FOR THE  
HAMLET STAGE 2 SUBDIVISION/SHANNON PARK PDA AMENDMENT**

- 1. Approval by the Village Engineer of the Final Subdivision Plat and supporting design/specification documents, including, but not limited to, plans and specifications for drainage ways, storm water management/retention areas, erosion control, public utilities, streets (public and/or private) and intersection layouts, emergency access and snow removal.
- 2. Final approval by the Village Attorney of conveyance and/or dedication documents in favor of the Village, including, but not limited to, documents providing for the conveyance and/or dedication, to the extent required in accordance with the approval of the Final Subdivision Plat, of streets, storm water management/retention areas (and easements or rights-of-way thereto), utilities, recreational areas, parklands, trail areas, open space and easements, together with any restrictive covenants or other conditions related thereto.
- 3. Final approval by the Village Attorney of (i) any Offering Plan submitted to the State of New York for

approval, (ii) any restrictive covenants applicable to the subdivided parcels, (iii) any documents and/or agreements applicable to any homeowners association or similar entity to be formed, and (iv) any provisions applicable to such association or entity as to its obligations to properly maintain all commonly owned areas (including, but not limited to streets and storm water management facilities), and in the case of its default with respect to such obligations, the rights of the Village to perform such duties (and gain access for such purpose) and impose the costs thereof upon such association or entity.

4. Compliance, to the extent applicable, with the general requirements and design standards and other conditions of Article 300 and Article 400 of the Village Land Subdivisions regulations.
5. Compliance with Section 306 of the Village Land Subdivision Regulations as to letter of credit and related financial security requirements.
6. Availability for the proposed residential development of (i) sufficient sewer units/permits and (ii) sufficient capacity by all other utility providers (e.g., Southern Cayuga Lake Intermunicipal Water Commission, NYSEG), and the inclusion of the following note to be set forth on the Final Subdivision Plat:

**A building permit for an approved lot on this Final Subdivision Plat shall be issued only if the necessary sewer unit/permit is available for the residential improvements proposed for such lot. The approval by the Planning Board of this Final Subdivision Plat shall not be deemed to constitute or be evidence of the current or future availability of any such required sewer units/permits.**

7. Approval by the Village Engineer of infrastructure (e.g., streets, public utilities, etc.) construction plans and schedules, including, but not limited to, ingress and egress of construction vehicles and equipment, signage, scheduling, and the coordination of all work related thereto with the construction of storm water management/retention and erosion controls.
8. Approval from the Village Board of Trustees as required in conjunction with the proposed subdivision constituting a minor amendment of the Planned Development Plan for the Shannon Park Planned Development.
9. Approvals from all other required governmental agencies, including, but not limited to, the Tompkins County Health Department
10. Inclusion on the Final Subdivision Plat of the following note:

**The approval by the Village of Lansing Planning Board of this Final Subdivision Plat shall not be deemed to constitute or be evidence of any acceptance by the Village of Lansing of any street, easement or other open space shown on this plat (see Section 313.01 of the Village of Lansing Land Subdivision Regulations).**

11. Inclusion on the Final Subdivision Plat of the following note:

**The Shannon Park Planned Development Area shall be subject to annual review by the Planning Board, and action by the Board of Trustees, until it is completed in accordance with the Final Development Plan or an approved modification of said Final Development Plan.**

12. Submission of Preliminary Subdivision Plat for review by the Lansing Fire Chief and implementation on Final Subdivision Plat of all modifications required as a result of such review.
13. Approval by Village Planning Board of Landscape Plan (i) indicating all trees greater than 6" in diameter at breast height to be removed and (ii) new plants to be installed.
14. Filing of a notice with the NYSDEC of a sedimentation and erosion control plan, including the name of a specific person designated to perform

inspections related thereto and provide weekly reports to the Village.

15. Construction of all infrastructure in compliance with standards and specifications provided for in the Village of Lansing Subdivision Regulations.
16. Compliance with Section 202.045 of the Village of Lansing Zoning Law (as adopted in Local Law 1 of 1999) as to use and dimension regulations for the Shannon Park Planned Development Area.
17. The final Plat shall reflect an extension of Wedgewood Drive as a public road south (which extension shall be dedicated to the Village) for a distance to be determined by the Village Engineer so as to create a snowplow deposit and turnaround area sufficient for public plowing of that area."

Seconded by Brown. Ayes by Brown, Dankert, Hickey, Klepack and Stycos. Motion was carried.

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**Comprehensive Plan Vision Statement and Goals – Public Review:**

The next item on the agenda was the Comprehensive Plan Vision Statement and Goals public review. Hickey has checked the internet and no one has provided feedback. Hickey has also asked Trustee Fresinski to see if anyone has logged onto the site for interested people. The Planning Board reviewed these about a year ago and they are due to be updated in 2004 as parts of the overall Comprehensive Plan review. Regarding the Vision Statement, O'Neill liked it. On the third paragraph, he asked for clarification on what the efforts are that the Village will utilize to involve the community in decisions and will it include designated representatives from specific areas to represent neighborhoods. Hickey responded that the vision statement must be broad so as not to be limiting or incomplete. Hickey stated meetings are open and feedback is appreciated and provided as needed. O'Neill would encourage the process to be developed and refined.

The Board then reviewed the section entitled Population and Economics. Hickey stated about 20% of the Village population is of Asian descent and this is a significant increase from 10 years ago. O'Neill recommended that the reference to interested individuals also include individuals from other municipal governing bodies. Brown stated that Natural Resources did not change much from the previous version. Hickey felt the mention of Open Space should be listed in this section. Dubow also felt that reference to the new EPA Phase II Stormwater Regulations should be added in this section. Hickey digressed to inform O'Neill and Cross of the L.E.A.P.E. workshop in January on drainage which uses computers and simulations, if they or others they know are interested. More information can be obtained at [aeg1@cornell.edu](mailto:aeg1@cornell.edu) or [steward@fltg.net](mailto:steward@fltg.net) (Sharon Anderson). Hickey will get a date and put it out on the internet. Continuing the review, O'Neill wondered if air quality should be included in this section. O'Neill also wanted to see something on noise pollution. Curtis stated the Board has also discussed light pollution as well as protection of woodlands and wildlife habitats such as hedgerows, and this would be a good place to include these planning concerns. Dankert felt the Land Use Section was fine. O'Neill wanted to see included the statement that it is a Village goal to preserve the quality of life in the neighborhoods. It was noted this Goal is already stated elsewhere. O'Neill agreed. Curtis stated that preserving economic vitality is an issue that has been discussed. It was noted this appears under Economics. In the section Housing there were few changes proposed. O'Neill stated that sufficient personnel should be included with sufficient funds. The section Commercial and Business Development has changes. Klepack will work on this section. For the section on Transportation, there were no proposed changes. In Community Facilities, Dankert stated recreation and open space should be added. Brown also suggested Sapsucker Woods be listed.

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**Lansing Trails Park Proposal:**

The next agenda item was review of the Lansing Trails Park proposal. Hickey does not want to include open space from Lansing Trails 2 as the Village does not own that open space yet. Hickey stated the Village needs the map in order to negotiate with Ivar Jonson on how to best tie the areas in Phase I and Phase II together. Curtis and Leopold

stated that maybe the gazebo should be enlarged. Hickey reviewed the map regarding the trail system. Klepack felt the hedgerow should be sacrificed and the park area adjoined to accommodate both communities. Dankert was in agreement with this. Hickey stated the purpose of the park needs to be established in order to determine the space requirements. John Sherborne from Leifs Way who had prepared the drawings noted that some of the areas are currently mowed and some are not and this is shown on the plan. The trail into Lansing Trails 2 was just a mowed trail with no other improvement. He further noted the area in the Phase 2 area is much more level and could eventually be improved for a ball field. Hickey stated the Village previously had a Recreation Committee and this may be the time to again reinstate it as an ad hoc committee. Curtis also noted there is a difference between open space and recreation space and the ownership of each. Dubow stated open space is generally owned by a Homeowner's Association or a conservation group and not by the Village. O'Neill noted the Board would need to wait until there is Final Plat approval for the Jonson subdivision. Hickey recommended tabling this for the present.

- **Approval of Minutes** – Nov. 10:

Klepack moved to approve the minutes of November 10<sup>th</sup> as revised. Seconded by Dankert. All aye.

**Reports:**

*L.E.A.P.E.:* Hickey will attempt to set up a meeting date and make it possibly the same as a regular meeting night. Trustees Moore, Fresinski and Leopold are also interested in attending. Jan. 12<sup>th</sup> and 27<sup>th</sup> were recommended as possible dates.

*Trustees:* Hickey attended the meeting in November. Engineer Putnam is going to review the ripples in the Sheraton Drive paving. Hickey informed the Board of the parking complaint in the Hamlet and their suggestion was to close the trails into Shannon Park or seek approval for additional signage.

- **Other Business as Time Permits:**

Hickey has spoken with Sharon Anderson about storm water detention areas and the requirement for an area that holds the water where mosquitoes may congregate. Anderson had no answer. Cross stated there can be a French drain to allow for water to dissipate and he will research it and discuss it further with Hunt Engineers.

The Board discussed signing the document from County Planning regarding an inter-governmental agreement for Tompkins County Review of Local Planning and Zoning Actions Under NYS General Municipal Law 239. Dubow will be reviewing this further.

**Adjournment:**

Klepack moved to adjourn at 10:05 P.M. Seconded by Stycos. All aye.