

**Village of Lansing
Planning Board Meeting
August 28, 2001**

The meeting of the Village of Lansing Planning Board was called to order at 7:31 P.M. by Chairman Ned Hickey. Present at the meeting were Planning Board Members Doris Brown, Carol Klepack and Phil Dankert; Village Attorney Randy Marcus; Trustee Liaison Lynn Leopold; and Code Enforcement Officer Ben Curtis.

Public Comment:

As there was no one present who wished to speak, Dankert moved to close the Public Comment period. Seconded by Klepack. All aye.

Edwards Subdivision – Classification:

The first item on the agenda was the classification of the Edwards Subdivision on Bush Lane. The Board reviewed the map from Edwards and Hickey noted that there were changes that needed to be made. Hickey stated that this would be a minor subdivision and a 12 ft. wide strip of land on the west of parcel C (actually southeast portion of Parcel A) would be conveyed to bordering neighbor, Ann Caren, 8 Bush Lane. Edwards stated that his intent is to convey to Caren the 12 ft. strip of land east of her residence and the land north of her residence which includes a pond. Edwards was not sure that Caren is prepared to accept conveyance of both properties at this time so Edwards is proceeding with the conveyance of the strip of land first. Ultimately, Edwards is proposing to divide his land into Parcels A-C, with two building lots (B&C); and the pond (A) which will be made available to Caren.

Klepack moved to classify the subdivision as a minor subdivision if it is revised as discussed so that it makes the single lot into two lots. Seconded by Brown. All aye.

Triphammer Road Sign Plan – Communique:

Hickey stated that the presentation tonight would be made by Communique Design and Marketing Inc. on the RFP for welcome and wayfinding signs for the Village. Eric Lindstrom and Tim Youngs were present from Communique. Lindstrom stated he and Communique President, Laurie Lynn, met a few weeks ago with Curtis, Brown, and Hickey, regarding the upgrade of N. Triphammer Rd. and the anticipated problems that new traffic patterns will cause. Lindstrom stated the signs are designed to direct traffic into the best possible lanes for consistent flow, to welcome visitors to the Village, and to create a unique and desirable place to do business and to travel. Communique's expectations are to design signage for a commerce center that is both effective in structure as well as aesthetically pleasing and to develop and maintain a standard for signage that will become the trademark for the Village. The scope of work would include welcome sign recommendations and designs, wayfinding sign recommendations and designs, coordination with all applicable vendors and delivery of materials, other design materials for Village usage, and budget estimates.

Lindstrom displayed a sample of the proposed signage for the Board to review. Only the gull on the Village logo was utilized because it was determined to be most readable from a distance of 30 ft. going 60 MPH. The proposed signage could direct to a varying number of businesses but would remain consistent in color (sandstone) and size and would hang from gas light posts. Klepack questioned how vandal proof the signs would be. Lindstrom responded that they are made of aluminum with a baked on enamel coating and are very durable and are also mounted in tongue and groove panels so they can be changed as needed.

Hickey stated that as part of the proposal, the Village would be looking for standards and limitations for the signs, ie. how many signs per post, who gets signs, size of type, fees, if any, to be placed on sign, etc. Hickey stated that the cost of this proposal is estimated at \$35,900 which is much higher than the amount budgeted and the Village would need to consider how to provide for that cost and whether to recover any of it from the businesses that would appear on the signs. Hickey stated placing signs for the three malls would be directional but then placing specific stores on those signs might be considered advertising. Hickey stated the priority of the Village would be directional.

Hickey reviewed the two parts of the budget. The first part of \$8000 will retain the firm of Communique through the

completion of the project and to cover such items as the questions raised tonight and coordination with others. It would include everything else for the next couple of years to see this project is completed. A written report will also be provided. Hickey and Dankert requested a breakdown of what the \$8000 would include. Hickey stated the project fees, which includes installation total \$27,900 and would come at a later time and would be a separate contract. Klepack asked if there would be recommendations on how to get traffic flowing into certain lanes through the use of signage. Hickey noted Communique staff are not traffic engineers but they could implement what would be proposed by the engineers. Curtis asked if the Village would own the design and Communique responded affirmatively. Hickey thanked Communique for the work involved in the project thus far.

Longhouse Residence – 2 Autumn Lane:

John Longhouse and his wife Linda have bought a lot and are considering where to place the residence on the lot which is in both the Village and the Town. They are requesting a clarification whether they can measure their side yard setback from the east property line which is in the Town and 90+ ft. from where they would like to locate their new home, instead from the Village/Town line which is very close to where they would like to locate the house. Measuring the 25' set back from the Village/Town there would put the utilities boxes directly in front of the residence. They are proposing to place the entire residence within the Village boundaries. Curtis stated that if the residence were sited 3 ft. west of the municipal boundary, it would avoid any potential building code issues. Hickey stated Village laws address zoning districts and property lines, but do not address municipal boundary lines. Curtis is recommending that municipal boundaries be addressed in the future in a change to the Village Zoning Law. Marcus noted that, if building code requirements were satisfied, Curtis could proceed with writing out the building permit although the Village has no control for property which is not located within the Village.

Colbert Variance Memorandum:

Hickey stated that Rob Colbert was informed by Curtis and the Planning Board that Colbert had to go to the BZA and get a variance in order to use the easement on the Christ Chapel property, which is in a residential zone, for a commercial use, and another variance to construct a road through the buffer strip between the CLT District and Residential District. The Acting Village Attorney Bill Troy, at the BZA meeting, indicated that a memorandum was needed from the Planning Board evaluating how the variance would conform to the Comprehensive Plan. Due to changes in the New York State enabling legislation, revisions have been made to the Codification for Section 502.03 (a)(2) of the Zoning Law which eliminate the need for this review by the Planning Board, but the Codification has not yet been adopted by the Village. Hickey has reviewed the Comprehensive Plan and has drafted a memo for review by the Planning Board. A final memo approved by the Planning Board will be forwarded to the BZA for their meeting on Sept. 24th. Marcus stated under the existing law for a use variance, there must be a recommendation from the Planning Board. The new law from NYS requires the BZA to look at the Comprehensive Plan for compliance rather than the Planning Board. Curtis noted that the CLT Guidelines may have had a goal regarding traffic on N. Triphammer Rd. Hickey will review the CLT Guidelines and change the memorandum to reflect this if the goal is in there. The Board was in agreement with the memorandum with this possible change.

Brown moved that the Planning Board authorize Hickey to make any changes to the draft memorandum to the BZA deemed necessary after he reviews the CLT Guidelines and forward same to the BZA. Seconded by Klepack. All aye.

New Planning Board Member Selection Process – Continued Discussion:

Klepack noted that she was unable to contact anyone on her list. Hickey stated that he and Mayor Hartill have discussed selecting a new member and an alternate and Hickey has an e-mail from Hartill indicating that Maria Stycos has agreed to serve as a full-time member and therefore only an alternate is needed. Hickey noted this has been on the website for a month and only one individual (Neil Tarello) contacted Hickey but has not shown further interest. Brown stated that previously Stycos indicated a reluctance to be the full member due to the time commitment but if Stycos has changed her mind, she would probably be a committed member to the Planning Board. Klepack offered to contact the two names she has. Brown would like to see something in the Ithaca Journal and Hickey responded that Hartill prefers not to go this route. Hickey recommended that the Planning Board invite Stycos to the first meeting in Sept.. Klepack will also provide feedback at that time and a decision can be made by the end of September.

Landscape Policy – Klepack:

Hickey noted that this has been on the agenda for the last two meetings and there were some questions on the draft landscape policy which need to be answered by Klepack. It has been reviewed by the Planning Board. Hickey had a comment on page 2, the second to the last sentence should have “may” changed to “shall”. Also, on the second paragraph of existing conditions, the 12% figure for green space is not in the Zoning regulations for commercial properties and he is questioning where the 12% figure came from. Klepack stated that Fernandez, Cayuga Landscape, said this is a common guideline used by other municipalities. Klepack stated that rather than changing legislation, it could be a guideline for the Planning Board to review and a negotiation tool. Hickey recommended changing it to “optimal” green space instead of “minimum” green space.

Klepack used the guideline when reviewing the Pyramid proposal and felt it was useful although not user friendly. Klepack would prefer a checklist type format. Leopold recommended making a checklist. Hickey stated a comment sheet for specific headings might be useful and should be retained as part of the file. Developers would be given a copy of the policy as well as the checklist and the Planning Board would go over items with them. Hickey stated this document would be a part of site plan review. Included with the Landscape Policy would be the following items: American Standards for Nursery Stock, City of Ithaca Recommended Street Trees, Soil Material Guidelines from Cornell, and Deer Resistant Planting List. Klepack will finish up this project with a checklist, comment sheet and attachments.

Lansing Trails Subdivision Reserve Strip – Update:

Marcus stated he has no news to report. Marcus has initially spoken to and written to Bill Seldin, Attorney for Ivar Jonson, but has not heard back from him again.

Approval of Minutes – August 13:

Dankert moved to approve the minutes as revised. Seconded by Brown. Ayes by Brown, Dankert and Hickey. Abstain by Klepack.

Reports:

Dankert reported that Tim Buhl is bringing to the Trustees an estimate to put the utilities on N. Triphammer Rd underground.

Leopold stated a DEIS Scoping Session for Intermunicipal Sewer is scheduled for Sept. 6th at Lansing Town Hall for concerned citizens. Leopold will be in attendance.

Other Business as Time Permits:

Brown spoke about trees and is seeking information about legislation that would protect trees on property that is privately owned. She has surfed the internet and will continue to do so. Curtis stated our laws do not prohibit an owner from cutting down trees prior to or after construction. Hickey stated the role of the Planning Board might be advisory rather than legislative. Curtis stated the requirement for a forestry permit, which, for example, could be required in the case of removal of 10 trees or more over 6 in. caliper at breast height, would address the clear cutting situation but would not affect the average homeowner. This would go a long toward insuring that at least good forestry practices were adhered to.

The Board reviewed the signs presented by Comunique tonight and found the signs to be very readable at 30 ft. Hickey stated this is the only consultant the Board has heard from and he received their name from John Majeroni because they have utilized this group for their sign making in the B&T Park. Klepack would like to see recommendations for traffic calming and signage. Hickey recommended getting assistance from Dave Putnam at TG Millers regarding required signage. Dankert would like to see a comparison from another group for a RFP. A local sign maker like John O’Leary might be able to provide guidance, the Board members preferred to a group with expertise in overall sign planning and design. Hickey noted that the budget of \$5000 would go quickly if an out of town group were chosen due to travel costs. This will be placed on the agenda and a decision made on Sept. 10th.

Hickey stated he has done some work on shared parking and provided handouts to the Board. Everything he has read deals with shared parking where the sharing deals with commercial establishments which have different hours of

operation and the parking is shared because they are not all busy at the same time. Hickey reviewed the N. Triphammer Rd. plan but was unable to find anything about shared parking. There was, however, discussion of shared driveways as a means for eliminating curb cuts. Hickey would recommend looking at shared driveways rather than shared parking.

Marcus stated he will be phasing out and eventually will no longer be representing the Village. He will be replaced by William Troy over the next few months. Hartill also asked Hickey to cut back the Attorney's hours of attendance at Planning Board meetings where possible.

Hickey gave Marcus a copy of the case study done by the New Hampshire woman who utilized the Village minutes regarding McDonalds. Copies were also given to Trustee Fresinski, Curtis, and Planning Board members.

Adjournment:

Klepack moved to adjourn at 9:15PM. Seconded by Dankert. All aye.