

**Village of Lansing  
Planning Board Meeting  
January 10, 2005**

The meeting of the Village of Lansing Planning Board was called to order at 7:35 P.M. by Ned Hickey. Present at the meeting were Planning Board Members Doris Brown, Phil Dankert, Carol Klepack and Maria Stycos; Alternate Planning Board Member John Piscopo; Trustee Liaison Lynn Leopold; Attorney David Dubow; Code Enforcement Officer Ben Curtis and members of the public.

**Public Comment:**

Hickey opened the Public Comment period.

As there was no one present who wished to speak, Stycos moved to close the Public Comment period. Seconded by Klepack. Ayes by Brown, Dankert, Hickey, Klepack and Stycos. Motion carried.

**February Meeting**

Hickey noted that the first meeting in February falls on Valentines Day which some members might prefer to spend with their sweethearts. Members agreed to change the meeting date from Feb. 14<sup>th</sup> to Feb. 15<sup>th</sup>. Curtis will notify the newspaper. Comments on the Comprehensive Plan will be compiled and will go out in the packets for the Feb. 15<sup>th</sup> meeting. There also may need to be changes made to Chapters 7 & 8. The Board will finalize comments at the Feb. 22<sup>nd</sup> meeting and pass it along to the Board of Trustees.

**Goals 2005:**

Hickey stated the first item on the agenda was goals for 2005. Hickey previously circulated a copy of 2004 goals for Board review. Hickey felt the first goal regarding the completion of the review of the Comprehensive Plan should remain as a checklist although the Board is expecting to have it completed in February. Hickey stated the plan is available on the net and has also been made available to specific individuals. Copies are also available in the Village Office and comments are requested by the Public Hearing scheduled for Jan. 25<sup>th</sup>.

The second goal was to develop a process for assessing impacts on the Visual Environment and this has been completed. The third goal of recommending the Open Space Plan to the Board of Trustees has also been completed. Goal number 4 to review the Special Permit and Subdivision Regulations has not been accomplished by the Board in 2004 but will be discussed tonight.

Hickey asked for additional goals for 2005. Dankert will continue to compare the Village Lighting Plan with that of other municipalities. Brown would like to continue consideration of tree ordinances. Hickey feels maintenance of walkways and sidewalks need to be addressed as they are potential liabilities for the Village. Hickey stated the Village needs to explore new equipment or techniques and feels the Planning Board can summarize the concerns. Dubow felt the Board should make recommendations for all trails and sidewalks, which include budget figures, and present them to the Trustees at or before budget time.

Klepack asked about the Edelman property. Dubow stated the property is to be conveyed when the closing occurs on the parcel to be sold, which closing is tentatively scheduled for later this month. Curtis stated the subdivision plat mylar has been signed by Hickey and provided Dubow with a copy of the actual final plat. Hickey stated Ivar Johnson will be coming in for the meeting on Jan. 25<sup>th</sup> because the Clough-Harbour engineer will be prepared to make a presentation. Hickey will locate information regarding the Village parks and trails.

**Airport Combining District** – Continued Discussion

Dubow distributed two draft amendments pertaining to the Airport Combining District to the Board, one for the Zoning Law and one for the Subdivision Regulations. Dubow took previous comments of Board members and also researched

materials from other municipalities on similar issues and drafted recommendations to simplify the process and get rid of the Special Permit process for properties in the Airport Combining District. Dubow reviewed Proposed Local Law A for a Zoning Law amendment of Sections 202.13, 302.01 and 305.03. The amendment deals with allowable uses for the district, notification on permits regarding noise, removal of the Special Permit process for this district, and updated the name of the airport. The Board then discussed the Airport Combining District and whether it should be included in the Zoning Law. Dubow stated many municipalities have more elaborate provisions but this is different as both ends of the airport impact area are not located in the Village. Piscopo stated he does not reside in the Airport Combining District but he can hear the airplanes in his bedroom at 6 AM. Hickey felt the issue was whether the Village has a responsibility to notify potential homeowners within the Village. Curtis stated the decibel contours could remain on the Zoning Map even if there were no Airport Combining District. Hickey stated the noise has never been a problem within the Village yet the Village is attempting to regulate it. Hickey is concerned about the Lansing Trails Subdivision and the number of proposed houses which would each require a special permit. Dubow read the "intent" language of the Airport Combining District in the Zoning Law that pertains to hazards and noise. Hickey and Stycos felt it did not hurt to have the District included in the Zoning Law. Klepack and Dankert felt it was not needed. Dubow stated that written notices on permits are not proposed for other Combining Districts, but they also do not pertain to circumstances that pose a threat to the safety and welfare of the public. Dubow stated removing the District would remove the overlay district. Currently the Edelman townhouses and the nursery school at the end of Dart Drive fall within this District so the District regulations have not been strictly enforced in the past. Dankert moved to table this discussion but there was no second to the motion. Dubow stated any recommendation from the Planning Board would need to go to the Board of Trustees. Hickey made a motion to abandon the Airport Combining District and remove it from the Zoning and Subdivision Laws. Seconded by Klepack. Ayes by Brown, Dankert, Hickey and Klepack. Stycos abstained. Motion carried. Dubow will prepare a local law and recommendation for Board review.

#### **Subdivision Procedures** – Continued Discussion

Hickey stated he is confused as to when an application is complete. Hickey reviewed the steps in the process. Dubow stated the Village Law differs from the state statute regarding public hearings and SEQRA. Dubow stated either a positive or negative declaration must be made before the subdivision application is deemed complete. Until all the SEQRA information is obtained, the application is considered incomplete. After the application is complete, the Board has 62 days in which it must schedule a Public Hearing. Dubow stated Ivar Jonson does not feel his application is complete, although the SEQRA has been completed, and is aware the 62 day time line has not yet begun. The Board can do nothing until additional information is received by the Board and the revised preliminary plat is submitted. Dubow stated the Board would then review the new material and could determine that another environmental review is required if substantial changes were made. It is up to the Planning Board to determine that the application is complete and when it determines that the application is complete it must set a Public Hearing within 62 days. Dubow stated there are 16 requirements in the Land Subdivision Regulations for specific information which must appear on a major subdivision preliminary plat.

Stycos asked if there is a timeline for a developer as to when an application must be finalized. Dubow responded there is not and it could be a year later but the Board might choose to revisit environmental issues if there have been any changes which might warrant a review. This could then warrant the requirement for additional information for SEQRA.

Dubow stated according to state requirements the application is not deemed complete until the SEQRA is complete and a determination made. Then the Board must determine if the application is complete and accept it or ask for modifications. Then a date can be set for the Public Hearing. Dubow stated the Village requires the Public Hearing be held within 45 days and the state requires it be within 62 days. For consistency, the Board will recommend amending the Village's laws to be consistent with the State regulations with respect to timelines. Hickey stated the Board holds a public informational meeting at the Sketch Plan stage which is very beneficial to the Board but this is not required by State law. Dubow stated this can be piggy-backed with SEQRA and can be valuable to the Board for receiving public comments about environmental issues. Dubow would like to see the Jonson Subdivision public hearing held within 15 days of a determination that the application is complete as is currently required under the Village's Subdivision Regulations, or the Board should notify the Jonsons.

Hickey would like to see the sequence of events from the time an applicant receives an application to the time it is completed be available. Curtis stated it could easily be listed on a yellow card, similar to the one the Planning Federation provided, for ease of reference. Hickey felt it could also be an appendix to the Subdivision process. Dubow noted again that there is nothing about a sketch plan in state regulations. Curtis stated placing the sequence of events on a card would be useful to developers as they begin the process. Curtis and Hickey will work on this.

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**Urban Forestry** – Continued Discussion

Hickey stated the Board has reviewed this in the past and Brown has also researched this topic. Brown noted a tree inventory has been completed for public lands in the Village. Brown stated public support is needed for a tree ordinance. It is also difficult to tell individuals what they can or cannot do on their own property. Hickey stated the tree inventory lists guidelines for care of the trees on Village property. Hickey has also recommended the Highway Department personnel attend classes by Andy Hilman, City of Ithaca Forester, on trimming trees and shrubs. Brown also volunteered to pull up sample ordinances for the Board to review. Hickey stated it is difficult for the Board to make an ordinance for trees on public as well as private property. Brown recommended it begin with Village property and then move on private land. Hickey would like to see the tree inventory be incorporated into any such law. Leopold stated the Village will be spending considerable funds planting additional trees and they should be taken care of and a plan should be in place as to who takes care of them and who is responsible. Brown will continue to work on this. Hickey recommended there be one document which would include all tree related items such as the Street Tree Planting Program and the Tree Inventory. Curtis will provide the tree inventory to Brown. Willard will provide the Street Tree Planting Program to Brown.

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**Other Business as Time Permits:**

Hickey asked Dankert if he has gone to any sewer meetings as Mayor Hartill has been informed that Dankert is on the committee. Dankert stated he has not gone yet. Leopold stated the committee now consists of Dankert, Brent Cross, Frank Moore and herself.

**Reports:**

*Board of Trustees:* Dubow stated there was a discussion as to why the Comprehensive Plan would be reviewed again in 2015 rather than in 5 years. It was surmised that the reason had something to do with the 2010 Census and when the data from the Census might become available. Dubow stated the Board also discussed comparing the original Comprehensive Plan with the new draft Comprehensive Plan. It may be possible to compare the documents using new features in the word processing programs so that it need not be done manually. Fresinski will look into this.

**Approval of Minutes – Dec. 13th:**

Klepack moved to approve the minutes of December 13<sup>th</sup> as submitted. Seconded by Dankert. Ayes by Brown, Dankert, Hickey, and Klepack. Abstain by Stycos. Minutes approved.

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**Adjournment:**

Klepack moved to adjourn at 9:00 P.M. Seconded by Stycos. Ayes by Brown, Dankert, Hickey, Klepack and Stycos. Motion carried.