

Village of Lansing
Planning Board Meeting
Minutes of Monday,
January 11, 2021

The meeting of the Village of Lansing Planning Board via Zoom was called to order at 7:04 PM by Chair, Lisa Schleelein.

Present at the meeting:

Planning Board Members: Mike Baker, Carolyn Greenwald, James McCauley, Monica Moll, Lisa Schleelein

Alternate Member: Absent

Village Legal Counsel: William Troy

Village Engineer: Brent Cross

Village Trustee Liaison: Ronny Hardaway

Village CEO: Michael Scott

Eric Goetzmann, representing Arrowhead Ventures, LLC; David and Steven Beer; Mayor Don Hartill, Olga Petrova; Tom Covell of Holt Architects, Andrew Sciarabba of TG Miller, Angela Sullivan, and Kelly White representing The Council

Approval of the Minutes

Baker moved to approve the minutes of December 14, 2020 as written. McCauley seconded.

Ayes: Baker, Greenwald, McCauley, Moll, and Schleelein.

Nays: None

Baker moved to approve the minutes of December 29, 2020 as written. Greenwald seconded.

Ayes: Baker, Greenwald, McCauley, Moll, and Schleelein.

Nays: None

Public Comment Period:

Hardaway was recognized as the liaison for the Board of Trustees.

With no one else wishing to speak, Baker moved to close the public hearing. Seconded by McCauley.

Ayes: Baker, Greenwald, McCauley, Moll and Schleelein.

Nays: None

Schleelein announced that the Mall would not be presenting this evening.

Schleelein read the following from the agenda:

Continue Public Hearing for Special Permit # 2020-4439

David Beer, from Beer Properties, LLC, is requesting a special permit to allow for a private garage to be built on a lot (Tax Parcel # 45.2-1-47.201) located between Millcroft Way and Craft Road.

44 The public hearing was closed last meeting.

45 David Beer had a slide show presentation for the Planning Board. Scott showed the presentation
46 on the computer for the Planning Board as Beer narrated. The presentation showed the location of
47 the proposed building, pictures of the existing site with one of the arches of the Quonset hut,
48 samples of other finished Quonset hut structures, and possible sketches of the proposed building
49 with the main office and landscaping. Steve Beer gave a summary.

50 Schleelein said it looked like the Beers were combining the first 2 parcels of the proposed cluster
51 subdivision to accommodate the Quonset hut and office. Beer said yes, that parcel would be
52 maintained by the future HOA. Schleelein said that some of the examples that Beer showed were
53 not in residential areas. Because this proposal is a special permit and is within the MDR District,
54 it is subject to the General Conditions required for the approval of a special permit. It was discussed
55 at the December 29 meeting if this building is in harmony with the existing character of the
56 neighborhood. Schleelein feels that she has not had enough time to look over what the Beers have
57 presented this evening and asked for the other Planning Board members opinions.

58 Scott showed the Planning Board some pictures of the single arch that he took that day from Craft
59 Road. Baker would like to visit the site in person.

60 Beer stated that if this building were to be approved, the plantings would go in this spring. The
61 office is not part of this approval process.

62 David Beer gave the Planning Board members permission to walk on the property to view the arch.
63 Beer asked if there has been any input from any neighbors. None has been received.

64 Schleelein read the following from the agenda:

65

66 **Public Hearing for Lansing Meadows Amended Special Permit #2019-4123**

67 *Review possible changes to conditions of Amended Special Permit #2019-4123*

68 There was discussion about the proposed wording. Greenwald asked about the prevision about
69 getting reports at the Planning Board meeting and whether they should receive a written report.
70 Baker agreed. The proposed Amended Special Permit #4123 was reviewed and minor changes
71 were made.

72 The resolution will read as follows:

73

74 **CHANGES ON JANUARY 11, 2021 TO THE VILLAGE OF LANSING PLANNING BOARD**

75

RESOLUTION FOR THE

76 **AMENDED SPECIAL PERMIT NO. 4123 ADOPTED ON JULY 8, 2019**

77 *Motion made by: Mike Baker*

78 *Motion seconded by: Monica Moll*

79 **WHEREAS:**

80 A. *Arrowhead Ventures, LLC/Triax Management Group planned to develop Area B of the*
81 *Lansing Meadows Planned Development Area (PDA), which included 12 single-family,*
82 *senior housing units, Tax Parcel Nos. 47.1-1-17.2 and 47.1-1-17.6. This project is*
83 *directly adjacent to the stand-alone retail center (BJ's Wholesale Club), Area A and*
84 *the proposed Commercial Section A-1 of the PDA, that is adjacent to the Shops at*
85 *Ithaca Mall, and is also adjacent to the enhanced wetlands, Area C of the PDA, adapted*
86 *to provide a bird habitat and buffer between Areas A and B of the PDA. Annexed hereto*
87 *as Addendum No. 1 is a four-page document submitted to the Planning Board by*
88 *applicant as showing the proposed development. (Addendum No. 1 is incorporated*
89 *into this resolution); and*

90 B. *On March 27, 2018 and April 9, 2018, the Village of Lansing Planning Board opened*
91 *and continued a public hearing regarding this proposed action, and therein thoroughly*
92 *reviewed and analyzed (i) the materials and information presented by and on behalf of*
93 *the applicant in support of this proposed action, including information and materials*
94 *related to the environmental issues, if any, which the Board deemed necessary or*
95 *appropriate for its review, (ii) all other information and materials rightfully before the*
96 *Board (including, if applicable, comments and recommendations, if any, provided by*
97 *the Tompkins County Department of Planning in accordance with General Municipal*
98 *Law Sections 239-1 and 239-m), and (iii) all issues raised during the public hearing*
99 *and/or otherwise raised in the course of the Board's deliberations; and*

100 C. *On April 9, 2018, the Village of Lansing Planning Board, in accordance with (i) Article*
101 *8 of the New York State Environmental Conservation Law - the State Environmental*
102 *Quality Review Act ("SEQR"), and 6 NYCRR Section 617.5; and (ii) Section 123.2 of*
103 *the Village of Lansing Code, and amended an environmental review and adopted a*
104 *Resolution for SEQR Review in connection with Special Permit No. 4123; and*

105 D. *On April 9, 2018, in accordance with Section 725-b of the Village Law of the State of*
106 *New York and Sections 145-59, 145-60, 145-60.1 and 145-61 of the Village of Lansing*
107 *Code, the Village of Lansing Planning Board, in the course of its further deliberations,*
108 *reviewed and took into consideration (i) the general conditions required for all special*
109 *permits (Village of Lansing Code Section 145-59E), (ii) any applicable conditions*
110 *required for certain special permit uses (Village of Lansing Code Section 145-60), (iii)*
111 *any applicable conditions required for uses within a Combining District (Village of*
112 *Lansing Code Section 145-61), and (iv) any environmental issues deemed necessary*
113 *and/or appropriate.*

114 E. *On July 8, 2019, the Village of Lansing Planning Board reopened the application to*
115 *consider a proposed amendment to the plan of development offered by applicant, which*

116 would change the number of units to 18 units instead of 12 units as shown in a drawing
 117 submitted by applicant and annexed hereto; and

118 F. The Village of Lansing Planning Board having noted that the proposed change is a
 119 minor change in the plan, pursuant to Village of Lansing Code § 145-59F(2); and

120 H. The Village of Lansing Planning Board having reviewed the proposed changes under
 121 SEQR and having found no basis for changing the SEQR finding earlier made on April
 122 9, 2018; and

123 I. On December 14, 2020, December 29, 2020, and January 11, 2021, the Village of
 124 Lansing Planning Board reviewed Amended Special Permit No. 4123 because
 125 condition “k” was not met and made the following changes to the conditions.
 126

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

128 1. The Village of Lansing Planning Board hereby finds (subject to the conditions and
 129 requirements, if any, set forth below and the provisions provided for in paragraph "D"
 130 above) that the proposed action meets (i) all general conditions required for all special
 131 permits (Village of Lansing Code Section 145-59E); (ii) any applicable conditions
 132 required for certain special permit uses (Village of Lansing Code Section 145-60); and
 133 (iii) any applicable conditions required for uses within a Combining District (Village
 134 of Lansing Code Section 145-61); and

135 2. It is hereby determined by the Village of Lansing Planning Board that the proposed
 136 **Amendment** to Special Permit No. 4123 is **GRANTED AND APPROVED**, subject to
 137 the following conditions and requirements as set out in the Resolution dated April 9,
 138 2018 (Conditions a-m) and as amended by the conditions now adopted (n-w) which
 139 govern if there is a conflict between conditions (a-m) and conditions (n-w).

140 a. Soil and Erosion control measures and water quality techniques shall be
 141 implemented and coordinated as required and approved by the Village of Lansing
 142 Code Enforcement Officer and/or the Village of Lansing Engineer, and a plan for
 143 maintenance and said control measures and quality techniques over time shall be
 144 established with the Village of Lansing Code Enforcement Officer and/or the
 145 Village of Lansing Engineer.

146 b. Prior to a building permit being issued, approval by the Village of Lansing
 147 Engineer and Village of Lansing Storm Water Officer of, but not limited to, site
 148 work, storm water management and infrastructure plans, and implementation
 149 thereof. Drainage easements for potential impact from the stormwater
 150 management facilities on neighboring parcels shall be obtained, provided to the

- 151 *Village for approval by the Village Engineer, Stormwater Officer and Attorney, and*
152 *thereafter recorded at the Tompkins County Clerk's Office.*
- 153 *c. Prior to a Certificate of Compliance being issued, a maintenance agreement shall*
154 *be submitted to and approved by the Village Attorney, Village Engineer and Village*
155 *Stormwater Management Officer pertaining to the stormwater facilities.*
- 156 *d. Prior to a building permit being issued, a final lighting plan shall be submitted to*
157 *and approved by Village of Lansing Lighting Commission prior to the installation.*
- 158 *e. A landscaping plan shall be submitted to and approved by the Village of Lansing*
159 *Planning Board prior to the installation of any plantings.*
- 160 *f. Prior to a building permit being issued, approval by the Superintendent of Public*
161 *Works for any proposed curb-cut and sidewalk connections shall be obtained.*
- 162 *g. Required permits, approvals, consents and other authorizations from all applicable*
163 *Federal, State, County and local governmental and regulatory agencies shall be*
164 *obtained, maintained and complied with for all permitted improvements,*
165 *operations and activities as authorized by this special permit approval, and such*
166 *improvements, operations and activities shall at all times comply with all*
167 *applicable Federal, State, County and local laws, codes, rules and regulations.*
- 168 *h. Prior to a building permit being issued, water consumption proposed for the*
169 *occupancy of the new building(s) shall be provided to the Village of Cayuga*
170 *Heights and the Village of Lansing for the issuance of the required sewer permits*
171 *prior to the issuance of the building permit.*
- 172 *i. Review and approval by the Tompkins County Department of Planning in*
173 *accordance with General Municipal Law Sections 239-l and 239-m must be*
174 *received by the Village.*
- 175 *j. Work contemplated under Amended Special Permit No. 4123 shall be commenced*
176 *on or before July 31, 2018, and if not commenced in that period, the Planning*
177 *Board can require further Planning Board approval(s) before any further*
178 *development is done.*
- 179 *k. Work contemplated under Special Permit No. 4123 shall be completed by July 31,*
180 *2021, and if not completed by that date, the Planning Board can require further*
181 *Planning Board approval(s) before any further development is done.*
- 182 *l. A clean set of final plans shall be approved by the Planning Board and Code*
183 *Enforcement Officer prior to construction commencing.*

- 184 m. *Before any type of Certificate of Compliance is issued, an escrow account will be*
185 *established and funded in the amount of \$123,212 as determined by the Village of*
186 *Lansing Board of Trustees at their October 5, 2020 meeting, Resolution #6683 in*
187 *connection with the building of a sidewalk along Oakcrest Road within the Village*
188 *right-of-way where the subject property is located.*
- 189 n. *The deadline for completion of Buildings 2, 20, 26, and 32 is July 31, 2021.**
- 190 o. *The deadline for completion of Buildings 8 and 14 is December 31, 2021.**
- 191 p. *The deadline for completion of all infrastructure for the entire site is July 31, 2021.*
- 192 q. *Formal written progress reports must be submitted by Arrowhead Ventures,*
193 *LLC/Triax Management Group to the Planning Board via the Code Enforcement*
194 *Officer at least one week prior to a scheduled Planning Board meeting in the*
195 *months of February 2021 and April 2021.*
- 196 r. *If deadlines “n” through “p” are not met, the Planning Board reserves the right to*
197 *take up a proposal to void Amended Special Permit #4123 or to take such other*
198 *action as the Board deems appropriate.*
- 199 s. *Arrowhead Ventures, LLC/Triax Management Group shall provide a certified copy*
200 *to the Village of Lansing of the U.S. Army Corps of Engineers issued permit (Letter*
201 *of Permission) allowing construction.*
- 202 t. *A proposal for all proposed sidewalks, curb-cut and sidewalk connections required*
203 *to be installed shall be submitted to the Village of Lansing for approval by the*
204 *Superintendent of Public Works, and all are to be completed by July 31, 2021.*
- 205 u. *Consistent with the PDA requirements, senior housing is the purpose of this*
206 *development.*
- 207 v. *The roadway in the proposed planned development shall be a one-way roadway*
208 *and remain privately owned.*
- 209 w. *All open spaces in the proposed development area shall be graded, landscaped and*
210 *maintained by the applicant.*
- 211 x. *No Certificate of Compliance shall be granted until all infrastructure work has*
212 *been completed by applicant.*
- 213 y. *Only a temporary Certificate of Compliance will be granted for Building 32 until*
214 *the completion, inspection and approval of Building 8 and Building 14 along with*
215 *the site conditions.*

216 *See attached site plan

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

218 *AYES: Baker, Greenwald, McCauley, Moll, and Schleelein*

219 *NAYS: None*

220 *The motion was declared to be carried*

221 Baker moved to accept Amended Special Permit #4123 as written. Moll Seconded

222 Ayes: Baker, Greenwald, McCauley, Moll, and Schleelein.

223 Nays: None

224

225 Schleelein read the following agenda item:

226

227 **Continue Public Hearing for Special Permit #4432**

228 *The Alcohol and Drug Council of Tompkins County, Inc. is seeking approval from the Planning*
229 *Board for a special permit to renovate their building located at 2353 North Triphammer Road*
230 *(Tax Parcel #47.1-3-4.1). The Phase II renovation would involve adding sleeping areas to the*
231 *second floor for adult men and women who are assessed to have mild to moderate substance use*
232 *disorders while maintaining current treatment services on the first floor from Phase I.*

233 Angela Sullivan introduced Tom Covell and Andy Sciarabba. Covell explained that he and
234 Sciarabba will be covering the alteration and the site work to be done at the facility. The exterior of
235 the building and the site are not changing much.

236 Sciarabba reviewed the plans of the site. Some of the parking lot and sidewalks will be improved
237 and, if the budget allows, the remaining back portion of the parking lot resurfaced. There will be
238 an enclosure installed around the dumpster area in the back. Also, in back, an additional handicap
239 parking spot will be added for employees along with an electric car charging station. A fenced in
240 back-up generator will be added just off the south end of the parking lot. The patio, located at the
241 south end of the building, will be extended and surrounded by a 6-foot privacy fence and
242 landscaping. A fence will also be installed between the parking lots of the property to the north
243 leaving an existing opening for the fire department access. There will also be some new curbing
244 around the building.

245 Covell believes the 42 parking spaces are sufficient for the facility. The service access will remain
246 in the back. All arrivals, except for deliveries, will be accessed through the front door. Patients
247 will be using the patio area for activities and exiting will be through the front door.

248 Sullivan added that there are approximately 35 total staff members; 12-15 per shift.

249 Covell showed the elevations of the building and described the minor changes proposed.

250 Schleelein said that there is residential area involved in this renovation and wondered what the
251 code implications would be. Scott said he had had a meeting a few months back with Covell and
252 Sciarabba discussing that exact issue. All three will continue to discuss the project and Scott will
253 be doing a standard code review during the building permit process. Schleelein asked about a
254 landscaping and lighting plan. Sciarabba noted that the only landscaping plan is by the patio area.
255 The lighting plan is on a separate pdf and Schleelein reminded Sciarabba and Covell that the plan
256 would need to be approved by the Lighting Commission.

257 Greenwald asked about adding trees to the west side of the building. Covell showed the west side
258 revealing a number of existing trees already there.

259 Moll motioned to close the public hearing. Baker seconded.

260 Ayes: Baker, Greenwald, McCauley, Moll, and Schleelein.

261 Nays: None

262 Schleelein asked Cross if there was anything in terms of stormwater or engineering that he wanted
263 to add. Cross said there seemed to be little added that would affect stormwater. Scott asked Cross
264 if there needs to be new water and sewer calculations because of the residential aspect of the second
265 floor. Cross would like to know what the equivalent full-time occupancy load would be. Covell
266 will provide. Scott also asked for an updated set of plans.

267 No GML-239 is necessary.

268 Schleelein went through the short EAF. The SEQR resolution was not available.

269 Schleelein would like a comprehensive plan for landscaping. Sciarabba will provide.

270

271 **Other Business to Report**

272 Schleelein told the Planning Board that the Islamic Center found an existing building in the Town
273 of Lansing. Scott asked about the trees from Nissan. Ronny will contact Tony Ingraffea.

274 **Trustee Report**

275 Greenwald had nothing to report except for some appointments.

276 Mayor Hartill answered some questions about the open water commissioner position.

277 Schleelein will resend the list of Planning Board liaisons.

278 **Adjournment:**

279 Schleelein asked for a motion to adjourn at 8:38 PM. Moved by Baker. Seconded by Greenwald.

280 Ayes: Baker, Greenwald, McCauley, Moll, and Schleelein.

281 Nays: None

282 Minutes taken by: Michael Scott, CEO

283