

Village of Lansing
Planning Board Meeting
Minutes of Tuesday,
March 30, 2021

The meeting of the Village of Lansing Planning Board via Zoom was called to order at 7:06 PM by Chair, Lisa Schleelein.

Present at the meeting:

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

Alternate Member: Anthony Ingraffea

Village Legal Counsel: William Troy

Village Engineer: Brent Cross

Village Trustee Liaison: Patricia O'Rourke

Village CEO: Michael Scott

Chris Wood from Hunt Engineering, Steven Beer, David Beer, Eric Goetzmann, Brian Crandall, and Trustee Ronny Hardaway were present.

Approval of the Minutes

Baker moved to approve the minutes of March 8, 2021. Moll seconded.

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

Nays: None

Public Comment Period:

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

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

Nays: None

Schleelein read the following from the agenda:

Informal Review of an Approved Cluster Subdivision Preliminary Plat Proposal by Beer Properties, LLC.

Beer Properties, LLC and Hunt Engineers are providing a Plat of a cluster subdivision for property Parcel # 45.2-1-47.2 which consists of approximately 40 acres of vacant land located between Craft road and Bush Lane. The Plat, along with details of proposed duplex lots will be reviewed by the Planning Board.

Schleelein introduced the Beers and asked them to review the preliminary plan and any changes that have occurred since the last presentation a couple years ago. David Beer described the approved preliminary plat and proposed changes to the final plat such as changes in the wetland delineation, the loss of a building lot because of the information center/maintenance building, regaining the lost lot by adding a building lot to the southeast corner. There was also a change to the shape of lot #17 and some of the trails were redirected.

46 Chris Wood from Hunt Engineers added that the right-of-way was increased to 70 ft as per Village
47 regulations. They were originally 60 ft on the preliminary plan.

48 Schleelein asked Wood what happened to the wetland that was originally located in the southeast
49 corner where the extra lot was located now. Wood said that a new company was hired to do the
50 wetland delineation and they did not identify any in that area.

51 Scott asked Wood to provide a set of final plans for the Planning Board members to pick up and
52 review.

53 Wood reviewed the site data which showed the percentages of designated lands.

54 Moll asked why it looks like the building on lot #14 is within a small portion of the wetlands and
55 also asked who officially determines where the wetlands are.

56 Wood said that there is an application sent into the Army Corps of Engineers (ACoE) and they
57 have the final say. As far as lot #14 goes, the outlined area is the setback line and not an actual
58 building.

59 Because of past experiences with other local projects, Cross was very frustrated that the ACoE had
60 been notified before the Village was able to review the area. Cross fears that once the ACoE makes
61 a decision before the Village gets done with its analysis, any changes that the Village would want,
62 the Corps might disregard. Wood will send Scott all of the information sent to the Army Corps.
63 Also, Scott will set up a meeting with Wood, Cross, and Courtney to discuss and fine tune the final
64 plat.

65 There was more discussion about the sidewalk/walking trails and how they are related to Millcroft
66 Road.

67 Wood added that lots 7-10 and 34-37 will be the single family/owner occupied required from the
68 preliminary plat approval.

69 Cross reminded the Board that there is an application escrow for Village legal and engineering
70 services but, there will also be a security escrow for the eventual infrastructure.

71 Schleelein read the following agenda item:

72 **Subdivision Sketch Review**

73 *Eric Goetzmann from Arrowhead Ventures, LLC, is providing a sketch plan of a proposed*
74 *subdivision located on Oakcrest Road (Tax Parcel #47.1-1-17.21) also known as Lansing*
75 *Meadows. The Sketch plan will be reviewed by the Planning Board to determine whether the*
76 *proposed subdivision is major or minor.*

77

78 Goetzmann described the proposed subdivision layout. Goetzmann said that the Planning Board
79 needs to determine if this is a major or minor subdivision. He realizes that he would need to apply
80 for variances if the subdivision is approved. Schleelein said that there was no question that it is a
81 major subdivision by definition but, reminded everyone that this is a PDA and what needs to first
82 be determined is if the subdivision proposal is a major or minor change to the PDA, not whether
83 the subdivision is major or minor. Section 10 of Appendix A-2 in the Village Code recognizes that
84 any changes to the final PDA development plan must be reviewed by the Planning Board to
85 determine whether the change is major or minor and the path needed to follow after such
86 determination.

87 Greenwald said she concurs that this request is a major change. Baker agreed. McCauley also
88 agreed but asked why Goetzmann wants to do this subdivision.

89 Goetzmann believes that once the PDA is adopted, it is ruled by the district regulations. Schleelein
90 said the district regulations are superseded by the PDA; a PDA is its own district. Scott read Section
91 10.

92 Schleelein emphasized that the PDA rules need to be looked at first before any decision can be
93 made as to whether the subdivision is major or minor.

94 Goetzmann explained why he wants this residential area subdivided. First, Goetzmann wants to
95 have each unit have its own water meter and second, he needs to establish a Home Owners'
96 Association (HOA) in the future. Goetzmann said once a PDA is adopted, it becomes like any
97 other district.

98 Ingraffea said that this is the third meeting he can remember that density and water meters had
99 come up and he thought this was settled back then.

100 There was a comparison of the Lansing Meadows PDA with the Shannon Park PDA as far as water
101 supply is concerned. The large difference is that the Shannon Park PDA was subdivided from the
102 beginning.

103 Schleelein read the following resolution:

104 *VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR A MAJOR OR*
105 *MINOR CHANGE CLASSIFICATION OF A PROPOSED SUBDIVISION WITHIN*
106 *THE LANSING MEADOWS PDA ADOPTED ON MARCH 30, 2021*

107 *Motion made by:* Mike Baker

108 *Motion seconded by:* Carolyn Greenwald

109 **WHEREAS:**

110 A. *This matter involves consideration of the following proposed action: Eric Goetzmann from*
111 *Arrowhead Ventures, LLC, is providing a sketch plan of a proposed subdivision located on*
112 *Oakcrest Road (Tax Parcel #47.1-1-17.21) also known as Lansing Meadows. The Sketch*
113 *plan will be reviewed by the Planning Board to determine whether the proposed*
114 *subdivision is major or minor change to the existing Lansing Meadows PDA; and*
115

116 B. *On March 30, 2021, the Village of Lansing Planning Board, in accordance with the Village*
117 *of Lansing Code, reviewed the sketch plan submitted with respect to this proposed action;*
118 *and*
119

120 ***NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:***
121

122 1. *The Village of Lansing Planning Board, based upon its thorough review of the material*
123 *presented, hereby makes a determination that the proposed subdivision is a **MAJOR***
124 *change to the Lansing Meadows PDA requiring the applicant to be subject to the same*
125 *review and approval procedure as applied to the original PDA.*
126

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

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

129 *NAYS: None*

130 *The motion was declared to be carried.*

131 **Other Business**

132 Ingraffea reported that the trees from the Nissan donation are officially the Villages. They will be
133 delivered soon and dispersed to various areas in the Village. The Board discussed having someone
134 at the Trustee meeting on April 5 to answer questions about the proposed sidewalk plan.

135 Schleelein asked all Planning Board members to contact Scott if they don't receive their packet
136 information by the end of the day the Friday before a meeting.

137 Scott reported that the Lighting Commission is working toward a proposed law to include lighting
138 regulations in the Village Code.

139 Greenwald gave a short review on Short term rentals around the area and how other municipalities
140 are handling it.

141 Troy suggested that something be written up so that developers don't go to the Army Corps of
142 Engineers regarding wetlands delineation before coming to the Village.

143 There was discussion about encouraging meeting participants to have a video monitor on when
144 speaking to the Planning Board during a zoom meeting.

145 Ingraffea reported that he walked through Dankert Park and found a trail leading to the Cornell
146 property on Uptown Road that recently requested a zoning district change. He viewed an area that
147 looked like a party hang out with litter scattered all over.

148 **Trustee Report**

149 McCauley went over the highlights of the meeting and referred everyone to the minutes of the March
150 29, 2021 Board of Trustee meeting.

151

152 **Adjournment:**

153 Schleelein asked for a motion to adjourn at 8:29 PM. Moved by Baker. Seconded by McCauley.

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

155 Nays: None

156

157 Minutes taken by: Michael Scott, CEO