

Village of Lansing  
Planning Board Meeting  
Minutes of Monday,  
June 13, 2022

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46

The meeting of the Village of Lansing Planning Board meeting via Zoom was called to order at 7:02 PM

**Present at the meeting:**

**Planning Board Members:** Mike Baker, Pat Gillespie, Jim McCauley, and Lisa Schleelein

**Absent Members:** None

**Village Legal Counsel:** Natalie French

**Village Engineer:** Brent Cross (zoom)

**Village Trustee Liaison:** Carolyn Greenwald (zoom)

**Village CEO:** Michael Scott

Public included: Aleksandr Mergold, Jeremy and Carolyn Kolburn, Ryan Case, Mayor Ronny Hardaway, Jeff Dobbin, Larry Bieri, Susan Ainslie; Chris Barker and Rawn Turner from Valor Health, Rachel Hovanec, J.R. Clairborne; Marc Newman from Brixmor, and Richard Briggs

**Approval of the Minutes**

No Minutes available

**Public Comment Period:**

Larry Bieri stated he was attending as the observer for the Community Party.

With no one else wishing to speak, McCauley moved to close the public comment period.

Seconded by Schleelein.

Ayes: Baker, Gillespie, McCauley, and Schleelein.

Nays: None

Baker read the following agenda item:

**Public Hearing for Special Permit #2022-4576**

*Richard Briggs, representing the Brixmor Property Group, is proposing to remodel the former “Party City” section of the Cayuga Mall, located at 2309 North Triphammer Road (Tax Parcel #46.1-5-4.2), into the Tompkins County VA Outpatient Clinic.*

Briggs briefly described the proposed VA project. Valor Health Care was awarded the project and will work with Briggs to renovate the old “Party City” store into a VA Clinic. Briggs has been working with Scott to provide the Planning Board with information about the quantity of staff and a parking lot layout.

Briggs explained that the in-house pharmacy is generally there to fill prescriptions and for consultations.

Cross reviewed the water consumption information provided by Briggs and would like to know how it was derived. Briggs explained that the information was calculated by figuring the possible

47 number of staff and patients per day and assign them a certain usage. Cross would like the new  
48 consumption numbers to be based off the actual usage which could be calculated from other  
49 similar clinics.  
50 Scott asked Newman if he could provide some usage amounts from the previous tenant. The Main  
51 building is master metered with sub meters for the tenants. Depending on the actual usage, sewer  
52 units may need to be purchased.  
53 Briggs and Newman explained that the smaller tenant space is not part of the VA Clinic but the  
54 water consumption is calculated in.  
55 Valor Health Care is a for-profit entity and pays State and Local taxes.  
56 The Planning Board would like either Valor or the VA Clinic to contact the Tompkins County  
57 Health Department and coordinate with them on local health regulations.  
58 Scott raised the question about the flag pole and lighting. The proposed flag pole is 50' high with a  
59 light on top. The height limit in the Village is 35' and the lighting height limit is 25' requiring the  
60 need for 2 variances.  
61 Schleelein would like to have information on the proposed signage. The Cayuga Mall has its own  
62 Planned Sign Area.  
63 Schleelein and Newman discussed some possible parking lot improvements to traffic and for  
64 beautification.  
65 Hardaway asked for clarification about the use of "Tompkins County" within the name of the  
66 clinic. Hardaway is concerned that people will think that the facility is run by the County. Hovanec  
67 stated that the VA Clinic requires "Tompkins County" be in the name. It was agreed that  
68 communication with the Tompkins County Health Department would solve this issue.  
69 Cross referred back to the rearrangement of the parking lot and the need for Lansing Fire  
70 Department approval.  
71 The Planning Board would like more information about the lighting, signage, and water  
72 consumption.

73  
74 The Planning Board reviewed Part 1 of the Short EAF. There were a few minor changes that the  
75 applicant will make.  
76 The Planning Board answered questions in Part 2 of the Short EAF.  
77 Baker read through the following resolution:

78  
79 ***VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR SEQR***

80 ***REVIEW OF SPECIAL PERMIT NO. 2022-4576 ADOPTED ON JUNE 13, 2022***

81 *Motion made by:* *Lisa Schleelein*

82 *Motion seconded by:* *Jim McCauley*

83 ***WHEREAS:***

84 A. *This matter involves consideration of the following proposed action: Special Permit*  
85 *#2022-4576, for the proposal by Richard Briggs, representing the Brixmor Property*  
86 *Group, to remodel the former "Party City" tenant section of the Cayuga Mall, located at*  
87 *2309 North Triphammer Road (Tax Parcel #46.1-5-4.2), into the Tompkins County VA*

88            *Outpatient Clinic; and*  
89

90            *B. On June 13, 2022, the Village of Lansing Planning Board, in performing the lead agency*  
91            *function for its independent and uncoordinated environmental review in accordance with*  
92            *Article 8 of the New York State Environmental Conservation Law - the State Environmental*  
93            *Quality Review Act (“SEQR”), (i) determined that the proposed action provided for herein*  
94            *is an Unlisted Action in accordance with SEQR; (ii) thoroughly reviewed the Short*  
95            *Environmental Assessment Form (the “Short EAF”), and any and all other documents*  
96            *prepared and submitted with respect to this proposed action and its environmental review;*  
97            *(iii) completed its thorough analysis of the potential relevant areas of environmental*  
98            *concern to determine if the proposed action may have a significant adverse impact on the*  
99            *environment, including the criteria identified in 6 NYCRR Section 617.7(c); and (iv)*  
100           *completed the Short EAF); and*  
101

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

103            ***OPTION 1***

104            *1. The Village of Lansing Planning Board, based upon (i) its thorough review of the*  
105            *Short EAF, Part I, and any and all other documents prepared and submitted with*  
106            *respect to this proposed action and its environmental review [including any Visual*  
107            *Environmental Assessment Form deemed required, and comments and*  
108            *recommendations, if any, provided by the Tompkins County Department of*  
109            *Planning in accordance with General Municipal Law Sections 239-1 and 239-m],*  
110            *(ii) its thorough review of the potential relevant areas of environmental concern to*  
111            *determine if the proposed action may have a significant adverse impact on the*  
112            *environment, including the criteria identified in 6 NYCRR Section 617.7(c), and*  
113            *(iii) its completion of the short EAF, Part II, including the findings noted thereon*  
114            *(which findings are incorporated herein as if set forth at length), hereby makes a*  
115            *negative determination of environmental significance (“**NEGATIVE***  
116            ***DECLARATION**”) in accordance with SEQR for the above referenced proposed*  
117            *action, and determines that an Environmental Impact Statement will not be*  
118            *required; and*

119            *2. The Responsible Officer of the Village of Lansing Planning Board is hereby*  
120            *authorized and directed to complete and sign as required the Short EAF, Part III*  
121            *confirming the foregoing **NEGATIVE DECLARATION**, which fully completed*  
122            *and signed Short EAF shall be attached to and made a part of this Resolution.*

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

124 *AYES: Baker, Gillespie, McCauley, and Schleelein*

125 *NAYS: None*

126 *The motion was declared to be carried*

127

128 The public hearing will remain open.

129

130 Baker read the following agenda item:

131

132 **Public Hearing for Review of Special Permit #3076**

133 *Carolyn Kilborn is proposing to construct a two-family house on Esty Drive in the Low-Density*  
134 *Residential District, Tax Parcel Number 43.1-1-4.3. Because the property includes land in the*  
135 *Steep Slope Conservation Combining District and in the Unique Natural Area, Special Permit*  
136 *review is required pursuant to Section 145-48 of the Village of Lansing Code. The original Special*  
137 *Permit was approved by the Village Planning Board on April 11, 2016 and has since expired and*  
138 *requires a review for renewal.*

139 Gillespie moved to open the public hearing. Seconded by Schleelein.

140 Ayes: Baker, Gillespie, McCauley, and Schleelein.

141 Nays: None

142

143 Scott reviewed the previously approved special permit. The Planning Board is required to review a  
144 special permit if 3 years have lapsed since original approval. Scott also recommended that a  
145 condition be placed in the new resolution about an approved fire apparatus access road.

146

147 Mergold reviewed the site plan describing the existing small buildings and the driveway that has  
148 an established easement. There was a septic system that was already engineered and designed.

149

150 Scott stated that the building may possibly require a sprinkler system because of the 3<sup>rd</sup> story but  
151 that will be determined during the building permit process.

152

153 Cross reviewed some of the erosion control concerns for that property, driveway, and during  
154 construction.

155

156 Scott will contact the fire chief to discuss possible road scenarios.

157

158 The public hearing will remain open.

159

160 Baker read through the following agenda item:

161

162

163 **Continue Public Hearing for Special Permit #2022-4575**

164 *Maguire Chevrolet/ Cadillac, located at 35 Cinema Drive (Tax Parcel #46.1-6-5.12), is seeking*  
165 *to update the existing building with improvements to the interior showroom areas, service area,*  
166 *and body shop. John Snyder, representing Maguire Chevrolet/Cadillac, will review the proposed*  
167 *changes which include a new entrance to the West façade and a second floor for the new Cadillac*  
168 *showroom.*

169 There was no representative present for the Maguire Special Permit. The Planning Board reviewed  
170 and discussed the provided “truck unloading route”. Scott will ask John Snyder for more details.  
171 Cross would like to see more provisions for stormwater management and an easement for the  
172 Nissan stormwater.

173

174 The Planning Board reviewed Part 1 of the Short EAF and answered Part 2 questions.  
175 Baker read through the following resolution:

176

177

**VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR SEQR**

178

**REVIEW OF SPECIAL PERMIT NO. 2022-4575 ADOPTED ON JUNE 13, 2022**

179 *Motion made by: Lisa Schleelein*

180 *Motion seconded by: Jim McCauley*

181 **WHEREAS:**

182 A. *This matter involves consideration of the following proposed action: Special Permit*  
183 *#2022-4575, for the proposal by Maguire Chevrolet/ Cadillac, located at 35 Cinema Drive*  
184 *(Tax Parcel #46.1-6-5.12), to update the existing building with improvements to the*  
185 *interior showroom areas, service area, and body shop. John Snyder, representing Maguire*  
186 *Chevrolet/Cadillac, will review the proposed changes which include a new entrance to the*  
187 *West façade and a second floor for the new Cadillac showroom.; and*  
188

189 B. *On June 13, 2022, the Village of Lansing Planning Board, in performing the lead agency*  
190 *function for its independent and uncoordinated environmental review in accordance with*  
191 *Article 8 of the New York State Environmental Conservation Law - the State Environmental*  
192 *Quality Review Act (“SEQR”), (i) determined that the proposed action provided for herein*  
193 *is an Unlisted Action in accordance with SEQR; (ii) thoroughly reviewed the Short*  
194 *Environmental Assessment Form (the “Short EAF”), and any and all other documents*  
195 *prepared and submitted with respect to this proposed action and its environmental review;*  
196 *(iii) completed its thorough analysis of the potential relevant areas of environmental*  
197 *concern to determine if the proposed action may have a significant adverse impact on the*  
198 *environment, including the criteria identified in 6 NYCRR Section 617.7(c); and (iv)*  
199 *completed the Short EAF); and*

200

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

202 1. *The Village of Lansing Planning Board, based upon (i) its thorough review of the*  
203 *Short EAF, Part I, and any and all other documents prepared and submitted with*  
204 *respect to this proposed action and its environmental review [including any Visual*  
205 *Environmental Assessment Form deemed required, and comments and*  
206 *recommendations, if any, provided by the Tompkins County Department of*  
207 *Planning in accordance with General Municipal Law Sections 239-1 and 239-m],*  
208 *(ii) its thorough review of the potential relevant areas of environmental concern to*  
209 *determine if the proposed action may have a significant adverse impact on the*  
210 *environment, including the criteria identified in 6 NYCRR Section 617.7(c), and*  
211 *(iii) its completion of the short EAF, Part II, including the findings noted thereon*  
212 *(which findings are incorporated herein as if set forth at length), hereby makes a*  
213 *negative determination of environmental significance (“**NEGATIVE***  
214 ***DECLARATION**”) in accordance with SEQOR for the above referenced proposed*  
215 *action, and determines that an Environmental Impact Statement will not be*  
216 *required; and*

217 2. *The Responsible Officer of the Village of Lansing Planning Board is hereby*  
218 *authorized and directed to complete and sign as required the Short EAF, Part III*  
219 *confirming the foregoing **NEGATIVE DECLARATION**, which fully completed*  
220 *and signed Short EAF shall be attached to and made a part of this Resolution.*

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

222 *AYES: Baker, Gillespie, McCauley, and Schleelein*

223 *NAYS: None*

224 *The motion was declared to be carried*

225 The public hearing will remain open.

226

227 **Other Business**

228 The Planning Board reviewed the changes made by French and Schleelein to the draft of the  
229 proposed Tree Ordinance. There was some thought about having a separate Residential and  
230 Commercial part of the law.

231

232 Scott reviewed his progress on subdivision calculations where the new sewer system will be  
233 installed.

234

235 Attorney French will work on Code language changes.

236

237 There was discussion about the missing piece of the paved sidewalk on Bomax.

238

239 Scott asked the Planning Board if they would like a representative from Host Compliance to  
240 discuss possible ways to keep track of STRs within the Village.

241

242 **Trustee Report**

243 McCauley gave a report on the June 6<sup>th</sup> Board of Trustees meeting. Minutes for this meeting can  
244 be viewed on the Village website.

245

246 **Adjournment**

247 McCauley moved to adjourn at 9:46. Seconded by Gillespie.

248 Ayes: Baker, Gillespie, McCauley, and Schleelein.

249 Nays: None

250

251 Minutes taken by: Michael Scott, CEO