

Village of Lansing  
Planning Board Meeting  
Minutes of Tuesday,  
June 28, 2022

The meeting of the Village of Lansing Planning Board meeting via Zoom was called to order at 7:03 PM

**Present at the meeting:**

**Planning Board Members:** Mike Baker, Pat Gillespie, Jim McCauley (arrived at 7:05), and Lisa Schleelein(zoom)

**Absent Members:** None

**Village Legal Counsel:** Natalie French

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

**Village Trustee Liaison:** Susan Ainslie (zoom)

**Village CEO:** Michael Scott

Public included: Mayor Ronny Hardaway, Jeff Dobbin, Larry Bieri, Xiaowen Chen, Brian Goodell, Jeremy and Carolyn Kilborn, Jamie Jensen, Rachel and Sean Ryan, Aleksandr Mergold, Bobby Hobbs; Rawn Turner from Valor Health; John Snyder and Phil Maguire representing Maguire Chevy/Cadillac; Marc Newman from Brixmor, and Richard Briggs

**Approval of the Minutes**

Gillespie move to approve the May 31, 2022 Planning Board minutes. Seconded by Schleelein.

Ayes: Baker, Gillespie, and Schleelein.

Nays: None

McCauley was not in attendance

**Public Comment Period:**

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

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

Seconded by Gillespie.

Ayes: Baker, Gillespie, and Schleelein.

Nays: None

McCauley was not in attendance

Baker read the following agenda item:

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

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

46 Scott reported that he spoke to Snyder and asked him to be prepared to speak about the unloading  
47 of new vehicles, provide plans when available, provide dimensions for the setbacks, and contact  
48 Cross to see if he had any required information.

49

50 Cross verified that he and Snyder spoke.

51

52 Snyder showed the Planning Board the possible options for the transport trucks to unload in the  
53 parking lot and still be able to maneuver back out on to the road.

54

55 Maguire stated that at times, the trucking companies deliver without notice to the dealership.

56 Scott stated that he received a report back from the County (GML-235) that recommended the

57 Planning Board require the applicant to document that they have considered the four energy

58 elements for new construction projects outlined in the TC Energy Recommendation for New

59 Construction. Snyder said he was familiar with that request from the Nissan Special Permit

60 process.

61

62 Cross and Snyder will review the stormwater. Cross explained that as far as stormwater goes, this

63 project is classified as “redevelopment” and the general guidelines say that 100% of the disturbed

64 areas and 15% of the undisturbed areas would need to be provided with treatment. Cross

65 encourages Snyder to do more than the minimum.

66

67 Schleelein asked about the street lighting that is in disrepair. Snyder said it would be replaced.

68 The dealership has plans to stay open during construction.

69

70 The public hearing will remain open.

71

72 Baker read the following agenda item:

73

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

75 *Richard Briggs, representing the Brixmor Property Group, is proposing to remodel the former*

76 *“Party City” section of the Cayuga Mall, located at 2309 North Triphammer Road (Tax Parcel*

77 *#46.1-5-4.2), into the Tompkins County VA Outpatient Clinic.*

78

79 Briggs reported that after discussing the 50’ flagpole at the last meeting, they have decided to

80 reduce the pole and light to 25’ to meet Village Code. Also, any building mounted lighting

81 recently proposed will be removed. Briggs also stated that he was able to get water consumption

82 data from other VA facilities of similar size. This data seemed to back up the estimated 500

83 gallons/day which was calculated for the last meeting.

84

85 Cross said that he is satisfied with the calculations but, would like to see the comparison of usage

86 with the former tenant. Newman said that they were able to calculate the “Party City” usage at 300

87 gallons/day.

88

89 Cross said that an option for 150-200 addition gallons/day would be to purchase 2 more sewer  
90 units at \$2,350 each from the Village of Lansing and an additional \$300 each from the Village of  
91 Cayuga Heights.

92

93 Scott reviewed the proposed sign and how it relates to the Cayuga Mall Planned Sign Area.  
94 Because the proposed sign size is not clearly within the parameters of the Planned Sign Area, the  
95 Planning Board would need to give an interpretation for compliance.

96

97 The Planning Board would like to see the sign brought into compliance so that the applicant would  
98 not be required to appeal with the BZA.

99

100 Baker suggested that the TC Health Department contact Scott directly to verify that there are no  
101 issues outstanding with the VA Clinic and that this be a condition to the resolution.

102

103 Baker read through the Special Permit General Conditions.

104

105 Gillespie moved that the proposal does meet the General Conditions. McCauley seconded.

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

107 Nays: None

108

109 McCauley moved to close the public hearing. Seconded by Gillespie

110 Ayes: Baker, Gillespie, and Schleelein.

111 Nays: None

112

113 Baker read through the following resolution:

114

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

116 ***SPECIAL PERMIT NO. 2022-4576 ADOPTED ON JUNE 28, 2022***

117 *Motion made by: Lisa Schleelein*

118 *Motion seconded by: Pat Gillespie*

119 ***WHEREAS:***

120 *A. This matter involves consideration of the following proposed action: Special Permit*  
121 *#2022-4576, for the proposal by Richard Briggs, representing the Brixmor Property*  
122 *Group, to remodel the former "Party City" tenant section of the Cayuga Mall, located*  
123 *at 2309 North Triphammer Road (Tax Parcel #46.1-5-4.2), into the Tompkins County*  
124 *VA Outpatient Clinic; and*

125

126 *B. On May 31, 2022, June 13, 2022, and June 28, 2022, the Village of Lansing Planning*  
127 *Board opened and continued a public hearing regarding this proposed action, and*  
128 *therein thoroughly reviewed and analyzed (i) the materials and information presented*  
129 *by and on behalf of the applicant in support of this proposed action, including*

130 *information and materials related to the environmental issues, if any, which the Board*  
131 *deemed necessary or appropriate for its review, (ii) all other information and materials*  
132 *rightfully before the Board (including, if applicable, comments and recommendations,*  
133 *if any, provided by the Tompkins County Department of Planning in accordance with*  
134 *General Municipal Law Sections 239-1 and 239-m), and (iii) all issues raised during*  
135 *the public hearing and/or otherwise raised in the course of the Board's deliberations;*  
136 *and*

137 C. *On June 13, 2022, the Village of Lansing Planning Board, in accordance with (i)*  
138 *Article 8 of the New York State Environmental Conservation Law - the State*  
139 *Environmental Quality Review Act ("SEQR"), and 6 NYCRR Section 617.5; and (ii)*  
140 *Section 123.2 of the Village of Lansing Code, and amended on environmental review*  
141 *and adopted a Resolution for SEQR Review in connection with Special Permit No.*  
142 *2022-4576;*

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

144 1. *The Village of Lansing Planning Board hereby finds (subject to the conditions and*  
145 *requirements, if any, set forth below and the provisions provided for in paragraph "B"*  
146 *above) that the proposed action meets (i) all general conditions required for all special*  
147 *permits (Village of Lansing Code Section 145-59E); (ii) any applicable conditions*  
148 *required for certain special permit uses (Village of Lansing Code Section 145-60); and*  
149 *(iii) any applicable conditions required for uses within a Combining District (Village*  
150 *of Lansing Code Section 14561); and*

151 2. *It is hereby determined by the Village of Lansing Planning Board that Special Permit*  
152 *No. 2022-4576 is **GRANTED AND APPROVED**, subject to the following conditions*  
153 *and requirements:*

154 a. *Soil and Erosion control measures and water quality techniques shall be*  
155 *implemented and coordinated as required and approved by the Village of Lansing*  
156 *Code Enforcement Officer and/or the Village of Lansing Engineer, and a plan for*  
157 *maintenance and said control measures and quality techniques over time shall be*  
158 *established with the Village of Lansing Code Enforcement Officer and/or the*  
159 *Village of Lansing Engineer.*

160  
161 b. *Prior to a building permit being issued, approval by the Village of Lansing*  
162 *Engineer and Village of Lansing Storm Water Officer of, but not limited to, site*  
163 *work, storm water management and infrastructure plans, and implementation*  
164 *thereof. Drainage easements for potential impact from the stormwater*  
165 *management facilities on neighboring parcels shall be obtained, provided to the*  
166 *Village for approval by the Village Engineer, Stormwater Officer and Attorney, and*  
167 *thereafter recorded at the Tompkins County Clerk's Office.*

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c. *Required permits, approvals, consents and other authorizations from all applicable Federal, State, County and local governmental and regulatory agencies shall be obtained, maintained and complied with for all permitted improvements, operations and activities as authorized by this special permit approval, and such improvements, operations and activities shall at all times comply with all applicable Federal, State, County and local laws, codes, rules and regulations.*

d. *Signage must conform to the Cayuga Mall Sign Development Plan Section II(e).*

e. *Lighting Commission approval of signage and flagpole lights.*

f. *Written notification from the Tompkins County Health Department that the proposed VA Clinic has met all requirements for operation.*

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

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

185 *NAYS: None*

186 *The motion was declared to be carried*

187 Schleelein asked Newman if there was any progress on the Cayuga Mall parking lot potential  
188 changes. Newman stated that he will have the property manager reach out to the Planning Board.

189

190 Baker read the following agenda item:

191

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

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

199 Scott stated that he contacted Fire Chief, Brad George, about the fire apparatus access road for the  
200 proposed new home. George relayed to Scott that he would like to see a 12' wide driveway with a  
201 25' hammerhead section for turning the engines around. Scott said that the Planning Board has had  
202 similar situations with other properties and have found some type of solution that works for the  
203 owner and the fire department. This could be a condition of the special permit extension or, this  
204 could be handled through the building permit process. The other comment Scott made was about  
205 the erosion control, during and post construction.

206 Baker suggests both be handled through the building permit process.

207

208 Schleelein moved to close the public hearing. Seconded by McCauley.

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

210 Nays: None

211

212 Baker read through the following resolution:

213

214 **VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR THE EXTENSION OF**  
215 **SPECIAL PERMIT NO. 3076 ADOPTED ON JUNE 28, 2022**

216 *Motion made by:* Pat Gillespie

217 *Motion seconded by:* Jim McCauley

218 **WHEREAS:**

219 A. *This matter involves consideration of the following proposed action: The extension of*  
220 *Special Permit #3076 for Carolyn Kilborn, who is proposing to construct a two-family*  
221 *house on Esty Drive in the Low-Density Residential District, Tax Parcel Number 43.1-*  
222 *1-4.3. Because the property includes land in the Steep Slope Conservation Combining*  
223 *District and in the Unique Natural Area, Special Permit review is required pursuant to*  
224 *Section 145-48 of the Village of Lansing Code. The original Special Permit was*  
225 *approved by the Village Planning Board on April 11, 2016 and has since expired and*  
226 *requires a review for renewal.; and*  
227

228 B. *On June 13, 2022 and June 28, 2022, the Village of Lansing Planning Board opened*  
229 *and continued a public hearing regarding this proposed action, and therein thoroughly*  
230 *reviewed and analyzed (i) the materials and information presented by and on behalf of*  
231 *the applicant in support of this proposed action, including information and materials*  
232 *related to the environmental issues, if any, which the Board deemed necessary or*  
233 *appropriate for its review, (ii) all other information and materials rightfully before the*  
234 *Board (including, if applicable, comments and recommendations, if any, provided by*  
235 *the Tompkins County Department of Planning in accordance with General Municipal*  
236 *Law Sections 239-1 and 239-m), and (iii) all issues raised during the public hearing*  
237 *and/or otherwise raised in the course of the Board's deliberations;*

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

239 1. *The Village of Lansing Planning Board hereby finds (subject to the conditions and*  
240 *requirements, if any, set forth below and the provisions provided for in paragraph "B"*  
241 *above) that the proposed action meets (i) all general conditions required for all special*  
242 *permits (Village of Lansing Code Section 145-59E); (ii) any applicable conditions*

243 *required for certain special permit uses (Village of Lansing Code Section 145-60); and*  
244 *(iii) any applicable conditions required for uses within a Combining District (Village*  
245 *of Lansing Code Section 14561); and*

246 2. *It is hereby determined by the Village of Lansing Planning Board that the extension of*  
247 *Special Permit No. 3076 is **APPROVED**, subject to the following conditions and*  
248 *requirements:*

249 *a. Soil and Erosion control measures and water quality techniques shall be*  
250 *implemented and coordinated as required and approved by the Village of Lansing Code*  
251 *Enforcement Officer and/or the Village of Lansing Engineer, and a plan for*  
252 *maintenance and said control measures and quality techniques over time shall be*  
253 *established with the Village of Lansing Code Enforcement Officer and/or the Village*  
254 *of Lansing Engineer.*

255  
256 *b. Prior to a building permit being issued, approval by the Village of Lansing Engineer*  
257 *and Village of Lansing Storm Water Officer of, but not limited to, site work, storm*  
258 *water management and infrastructure plans, and implementation thereof. Drainage*  
259 *easements for potential impact from the stormwater management facilities on*  
260 *neighboring parcels shall be obtained, provided to the Village for approval by the*  
261 *Village Engineer, Stormwater Officer and Attorney, and thereafter recorded at the*  
262 *Tompkins County Clerk's Office.*

263  
264 *c. Required permits, approvals, consents and other authorizations from all applicable*  
265 *Federal, State, County and local governmental and regulatory agencies shall be*  
266 *obtained, maintained and complied with for all permitted improvements, operations*  
267 *and activities as authorized by this special permit approval, and such improvements,*  
268 *operations and activities shall at all times comply with all applicable Federal, State,*  
269 *County and local laws, codes, rules and regulations.*

270  
271 *The vote on the foregoing motion was as follows:*

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

273 *NAYS: None*

274 *The motion was declared to be carried*

275 Baker read the following agenda item:

276

277 **Public Hearing for Subdivision #2022-4592**

278 *Sean and Rachel Ryan, owners of 77 Graham Road (Tax Parcel # 46.1-1-6.24), are proposing to*

279 *subdivide their 9.334 acre lot. The proposed Parcel B would be 20,005 square feet (.459 acres)*  
280 *and would have 101.5 feet of frontage along Dart Drive. The existing Parcel A would then contain*  
281 *the remaining 8.875 acres.*

282

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

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

285 Nays: None

286

287 Scott described the proposed subdivision. Goodell asked to see what the parcel looked like and  
288 wanted to know if the intention was for a single or 2-family home. Scott said that there is only  
289 enough square footage for a single-family home.

290

291 The public hearing will remain open.

292

### 293 **Other Business**

294 Baker suggested that a special meeting be scheduled to specifically work on getting the proposed  
295 Tree Conservation Law finished. The meeting was tentatively scheduled for July 7, 2022.

296

297 There was some discussion about Code review. There was also discussion about standard  
298 conditions on a resolution.

299

### 300 **Trustee Report**

301 McCauley gave a report on the June 14 noon Board of Trustees meeting. Minutes for this meeting  
302 can be viewed on the Village website.

303

### 304 **Adjournment**

305 McCauley moved to adjourn at 8:26. Seconded by Gillespie.

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

307 Nays: None

308

309 Minutes taken by: Michael Scott, CEO