

Village of Lansing  
Planning Board Meeting  
Minutes of Monday,  
December 12, 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 was called to order at 7:03 PM. A Zoom option was also provided.

**Present at the meeting:**

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

**Alternate Member:** Yamila Fournier

**Village Legal Counsel:** Natalie French

**Village Engineer:** Brent Cross

**Village Trustee Liaison:** Susan Ainslie

**Village CEO:** Michael Scott

Public included: Carla Marceau, Roy Hogben, and Zak Trojnar.

Baker welcomed Yamila Fournier as the new alternate Planning Board member.

**Approval of the Minutes**

Schleelein moved to accept the November 14, 2022 minutes. Seconded by Gillespie.

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

Nays: None

Gillespie moved to accept the November 29, 2022 minutes. Seconded by Capogrossi.

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

Nays: None

**Public Comment Period:**

Carla Marceau stated that she was there representing the Community Party. Susan Ainslie stated that she was the BOT liaison.

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

Seconded by Capogrossi.

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

Nays: None

Baker read the following agenda item:

**Continue Public Hearing for the Final Plat of Cluster Subdivision Proposal #2021-4464 by Beer Properties, LLC.**

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

51

52 Scott had spoken to Beer and he was not ready yet for tonight's meeting.

53

54 Baker read the following agenda item:

55

56 **Public Hearing for Special Permit #2022-4629**

57 *Zachary Trojnar is requesting to have a detached second residence located at 991 Cayuga Heights*  
58 *Road (Tax Parcel # 43.1-1-29). As per Village Code Section 145-39D(2)(d), a special permit is*  
59 *required.*

60 Scott stated that he and Trojnar have been in communication about the required street frontage  
61 trees. Scott said that, as per Village Code and with the existing frontage, Trojnar would be required  
62 to plant 3 street trees. However, since there was an existing tree near the road, that would count as  
63 1 of them. Trojnar agreed.

64 Baker reviewed the resolution and the added conditions of tree planting and sewer/septic  
65 requirements. Scott explained the conditions in detail.

66 There was discussion about the wording of the conditions.

67 Schleelein moved to close the public hearing for Special Permit #2022-4629. Seconded by  
68 McCauley.

69 Ayes: Baker, Capogrossi, Gillespie, McCauley and Schleelein.

70 Nays: None

71

72 Baker read through the Special Permit General Conditions.

73 Gillespie moved that the General Conditions have been met. Seconded by Capogrossi.

74 Ayes: Baker, Capogrossi, Gillespie, McCauley and Schleelein.

75 Nays: None

76

77 Baker read the following resolution:

78 **VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR**  
79 **SPECIAL PERMIT NO. 2022-4629 ADOPTED ON DECEMBER 12, 2022**

80 *Motion made by: Pat Gillespie*

81 *Motion seconded by: Jim McCauley*

82 **WHEREAS:**

83 A. *This matter involves consideration of the following proposed action: Special Permit*  
84 *#2022-4629, for the proposal by Zachary Trojnar to have a detached second residence*  
85 *located at 991 Cayuga Heights Road (Tax Parcel # 43.1-1-29); and*  
86

87 B. *On November 14, 2022, November 29, 2022, and December 12, 2022, the Village of*  
88 *Lansing Planning Board opened and continued a public hearing regarding this proposed*  
89 *action, and therein thoroughly reviewed and analyzed (i) the materials and information*  
90 *presented by and on behalf of the applicant in support of this proposed action, including*  
91 *information and materials related to the environmental issues, if any, which the Board*  
92 *deemed necessary or appropriate for its review, (ii) all other information and materials*  
93 *rightfully before the Board (including, if applicable, comments and recommendations, if*  
94 *any, provided by the Tompkins County Department of Planning in accordance with*  
95 *General Municipal Law Sections 239-1 and 239-m), and (iii) all issues raised during the*  
96 *public hearing and/or otherwise raised in the course of the Board's deliberations; and*  
97

98 C. *The Planning Board finds this to be a Type II action for SEQR purposes;*  
99

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

101 1. *The Village of Lansing Planning Board hereby finds (subject to the conditions and*  
102 *requirements, if any, set forth below and the provisions provided for in paragraph "B"*  
103 *above) that the proposed action meets (i) all general conditions required for all special*  
104 *permits (Village of Lansing Code Section 145-59E); (ii) any applicable conditions*  
105 *required for certain special permit uses (Village of Lansing Code Section 145-60); and*  
106 *(iii) any applicable conditions required for uses within a Combining District (Village*  
107 *of Lansing Code Section 145-61); and*

108 2. *It is hereby determined by the Village of Lansing Planning Board that Special Permit*  
109 *# 2022-4629 is **GRANTED AND APPROVED**, subject to the following conditions and*  
110 *requirements:*

111 a. *Soil and Erosion control measures and water quality techniques shall be*  
112 *implemented and coordinated as required and approved by the Village of Lansing*  
113 *Code Enforcement Officer and/or the Village of Lansing Engineer, and a plan for*  
114 *maintenance and said control measures and quality techniques over time shall be*  
115 *established with the Village of Lansing Code Enforcement Officer and/or the*  
116 *Village of Lansing Engineer.*  
117

118 b. *Prior to a building permit being issued, approval by the Village of Lansing*  
119 *Engineer and Village of Lansing Storm Water Officer of, but not limited to, site*

120 *work, storm water management and infrastructure plans, and implementation*  
121 *thereof. Drainage easements for potential impact from the stormwater*  
122 *management facilities on neighboring parcels shall be obtained, provided to the*  
123 *Village for approval by the Village Engineer, Stormwater Officer and Attorney, and*  
124 *thereafter recorded at the Tompkins County Clerk's Office.*  
125

126 *c. Required permits, approvals, consents and other authorizations from all applicable*  
127 *Federal, State, County and local governmental and regulatory agencies shall be*  
128 *obtained, maintained and complied with for all permitted improvements,*  
129 *operations and activities as authorized by this special permit approval, and such*  
130 *improvements, operations and activities shall at all times comply with all*  
131 *applicable Federal, State, County and local laws, codes, rules and regulations.*  
132

133 *d. Before a Certificate of Compliance can be issued, an estimate is to be submitted by*  
134 *the owner and approved by the Code Officer for the planting of 2 street front trees*  
135 *at 991 Cayuga Height Road according to the standards listed in Village Code*  
136 *Section 145-27. After approval, an escrow shall be established in the amount of the*  
137 *estimate.*  
138

139 *e. A Certificate of Compliance may be issued for the second residence only after*  
140 *Tompkins County Health Department approval of the existing septic system or site*  
141 *connection to sewer system.*  
142

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

144 *AYES: Baker, Capagrossi, Gillespie, McCauley, and Schleelein*

145 *NAYS: None*

146 *The motion was declared to be carried*

147 **Other Business**

148 The Planning Board discussed the proposed Solar Law.

149

150 The residential aspect of the Tree Law was discussed and the need to possibly amend the current  
151 Tree Law.

152

153 There was other discussion about various lighting situations in the Village that do not meet Village  
154 Code and pose night-time glare and safety issues.

155

156 Scott spoke about the NYS Planning Federation's annual meeting and that the Village has the  
157 funds to send 2 people.

158

159 **Trustee Report**

160 French reviewed the November 21<sup>st</sup> Board of Trustees meeting. The video can be reviewed on  
161 YouTube.

162

163 **Adjournment**

164 Schleelein moved to adjourn at 8:06. Seconded by McCauley.

165 Ayes: Baker, Capogrossi, Gillespie, McCauley, and Schleelein.

166 Nays: None

167

168 Minutes taken by: Michael Scott, CEO