

Village of Lansing
Planning Board Meeting
Minutes of Tuesday,
April 29, 2025

The meeting of the Village of Lansing Planning Board meeting was called to order at 7:04 PM. A Zoom option was also provided.

Present at the meeting:

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

Absent Members: None

Alternate Member: Yamila Fournier

Village Legal Counsel: Natalie French

Village Engineer: Absent

Village Trustee Liaison: Susan Ainslie (Zoom)

Village CEO: Michael Scott

Public included: Michael Wallisch and Deborah Dawson (7:49)

Approval of the Minutes

Schleelein moved to approve the March 25, 2025 minutes. Seconded by Gillespie

Ayes: Baker, Capogrossi, Gillespie, McCauley and Schleelein

Nays: None

Public Comment Period:

Susan Ainslie as Trustee liaison.

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:

Public Hearing for Special Permit #2025-4851

Angie Yin is proposing to open a daycare and after-school program in a portion of a building located at 2343 North Triphammer Road (Tax Parcel 47.1-3-5) which is owned by Lama Brothers, LLC. The proposal is a Change of Use with a change in applicable parking needed which requires a Special Permit in the Commercial Medium Traffic District.

The Planning Board tabled the proposal because the applicant was not present

Baker read the following agenda item:

45 **Continue Tree Law Changes**

46 *The Planning Board will look to review changes recommended by the Board of Trustees to the*
47 *Local Tree Law*

48

49 Baker stated that the Board of Trustees reviewed the proposed law at their last meeting and had some
50 suggested changes for the Planning Board to discuss. Baker also thanked Schleelein and Capogrossi
51 for attending the meeting to answer any question the Trustees had.

52

53 Capogrossi said that she made all of the suggested changes and sent the document to French to be
54 formatted which was provided at this meeting.

55

56 Appendix H has a link attachment for Tree Care Standards; in order to use the Village would be
57 required to purchase a print and digital version from the Tree Care Industry Association.

58

59 French stated that Appendix I are actually guidelines and questions whether they should be in the
60 Appendix or a separate attachment that could be viewed on the Village Website. Whenever the
61 guidelines are changed, the Appendix would have to go through the process that occurs when
62 changing a law.

63

64 Capogrossi stated that if we purchased the Tree Care Standards documentation, the version would
65 be good until 2028.

66

67 Baker stated that it would be good practice to review all Village guidelines every year.

68

69 The changes will be made to the proposed law and sent to the Board of Trustees.

70

71 **Other Business**

72 Discussion of Village Code changes and corrections

73 Scott suggested that each Board member review a certain number of Uses within the Village and
74 report back at a future meeting whether those Uses should be added to additional Districts or
75 removed from some Districts.

76

77 Baker asked if members were comfortable reviewing the Uses by themselves or would groups be a
78 better way.

79

80 Fournier suggested the Planning Board do a sample review all together to set a precedent on the
81 process. The Board agreed and Scott will have a sample for the next meeting.

82

83 Baker will do the Trustee report to buy some time for a potential Planning Board candidate to arrive
84 and present her qualifications.

85

86

87 **Trustee Report**

88 Fournier announced that she will be moving to Ireland for a couple years and would be leaving after
89 the last meeting in July.

90

91 Schleelein suggested having something in the Village Code to incentivize owners of run-down
92 properties to fix them up.

93

94 Scott gave an update on Village projects

95

96 Capogrossi reported on the April 7th and April 21st Board of Trustees meetings. The meetings can
97 be viewed on YouTube

98

99 The Planning Board discussed the proposed 20 Bomax PDA and the information given to the Board
100 of Trustees at their last meeting. Schleelein wants to make sure that the Village handles this proposal
101 using the lessons that have been learned from past PDAs and reminded everyone that a PDA is a
102 privilege and not a right.

103

104 It was suggested that the proposal be discussed at the scheduled joint meeting in July.

105

106 Baker introduced Deborah Dawson as a potential Planning Board candidate and followed up by
107 saying that Dawson is one of several potential candidates.

108

109 The Planning Board listened to Dawson's presentation.

110

111 **Adjournment**

112 Schleelein motioned to enter executive session to discuss potential appointments to the Planning
113 Board and to not reconvene. Seconded by Capogrossi.

114 Time 8:01

115

116

117 Minutes taken by: Michael Scott, CEO