

Village of Lansing
Planning Board Meeting
Minutes of Monday,
February 10, 2025

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The meeting of the Village of Lansing Planning Board meeting was called to order at 7:02 PM. A Zoom option was also provided.

Present at the meeting:

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

Absent Members: Pat Gillespie

Alternate Member: Yamila Fournier

Village Legal Counsel: Natalie French

Village Engineer: Brent Cross (Zoom)

Village Trustee Liaison: Susan Ainslie (Zoom)

Village CEO: Michael Scott

Public included: Greg Mosure and Grete Day, representing the Bolton Point project; Todd Metcalfe from General Codes and Kathleen Yen.

With the absence of Gillespie, Baker appointed Fournier as a voting member.

Approval of the Minutes

Schleelein moved to approve the January 28, 2024 minutes. Seconded by Capogrossi.

Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

Nays: None

Public Comment Period:

Susan Ainslie is Trustee liaison.

Schleelein moved to close the Public Comment period. Seconded by McCauley.

Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

Nays: None

Baker read the following agenda item:

Continue Public Hearing for Special Permit #2025-4836

The Southern Cayuga Lake Intermunicipal Water Commission (SCLIWC) is planning to upgrade the electrical control equipment at the Raw Water Pumping Station located at Bolton Point Road (TP # 42.1-1-37.1).

45 Scott stated that the Planning Board reviewed the provided Short EAF Part 1 at the last meeting
46 and has Part 2 and 3 in front of them to review. Scott also explained that the proposed project is
47 within the only flood plain in the Village of Lansing. The applicant has provided a Flood Plain
48 application which Scott reviewed as per Village Code Chapter 78. All required items have been
49 identified and Scott, as the Flood Plain Administrator, has approved the application.

50 Cross added that Day provided a copy of the conversation with the Army Corps of Engineers which
51 indicated that an application was given directly to the Army Corps and that the Army Corp has
52 given Day permission to have coverage under the Nationwide Permit. Cross added that it seems
53 the window of opportunity for the Village to have an opinion on the application is closed. The
54 Army Corps has done this before on another project within the Village.

55 Although Cross feels that this project does not have a significant stormwater impact, the Village has
56 been requiring the use of 2 of the DEC Green Practices to most special permit applicants and
57 suggested this be added as a condition of approval.

58

59 Day responded that they will be meeting with their engineers to determine if this project will require
60 the Green Infrastructure practices. The project is only adding 400 square feet of impervious surface
61 and the runoff would be directly next to the Cayuga Lake shoreline.

62

63 Cross described some simple options that could be incorporated without huge costs and added
64 ground disturbance.

65

66 Mosure and Day added that the new building will have 5 feet of grass planted around it along with
67 various plantings to help absorb and slow the runoff process.

68

69 Baker noted that the Green Practices are currently a condition to the draft resolution for this special
70 permit.

71

72 Cross recommends leaving that condition and letting he and Scott work with Day on implementing
73 any possibilities to conclusion.

74

75 Baker stated that the County GML-239 had no recommendations.

76

77 Baker and the Planning Board read through the Part 2 and 3 of the Short EAF.

78

79 Baker read through the following resolution:

80

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

82 ***REVIEW OF SPECIAL PERMIT NO. 2025-4836 ADOPTED ON FEBRUARY 10, 2025***

83

84 Motion made by: Lisa Schleelein

85 Motion seconded by: Lorraine Capogrossi

86 **WHEREAS:**

- 87 A. *This matter involves consideration of the following proposed action: Special Permit*
88 *No. 2025-4836, for the proposal by The Southern Cayuga Lake Intermunicipal Water*
89 *Commission (SCLIWC) to construct a 20' x 20' building addition to house new*
90 *electrical equipment on the north side of the Raw Water Pumping Station located at*
91 *Bolton Point Road (TP #42.1-1-37.1). A revetment along the along the shore of Cayuga*
92 *Lake will be installed to support the elevated grade and protect the shoreline from*
93 *erosion; and*
- 94 B. *On January 28, 2025 and February 10, 2025, the Village of Lansing Planning Board,*
95 *in performing the lead agency function for its independent and uncoordinated*
96 *environmental review in accordance with Article 8 of the New York State*
97 *Environmental Conservation Law - the State Environmental Quality Review Act*
98 *("SEQR"), (i) determined that the proposed action provided for herein is an Unlisted*
99 *Action in accordance with SEQR; (ii) thoroughly reviewed the Short Environmental*
100 *Assessment Form (the "Short EAF"), and any and all other documents prepared and*
101 *submitted with respect to this proposed action and its environmental review; (iii)*
102 *completed its thorough analysis of the potential relevant areas of environmental*
103 *concern to determine if the proposed action may have a significant adverse impact on*
104 *the environment, including the criteria identified in 6 NYCRR Section 617.7(c); and*
105 *(iv) completed the Short EAF); and*

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

- 107 1. *The Village of Lansing Planning Board, based upon (i) its thorough review of the*
108 *Short EAF, Part I, and any and all other documents prepared and submitted with*
109 *respect to this proposed action and its environmental review [including any Visual*
110 *Environmental Assessment Form deemed required, and comments and*
111 *recommendations, if any, provided by the Tompkins County Department of*
112 *Planning in accordance with General Municipal Law Sections 239-1 and 239-m],*
113 *(ii) its thorough review of the potential relevant areas of environmental concern to*
114 *determine if the proposed action may have a significant adverse impact on the*
115 *environment, including the criteria identified in 6 NYCRR Section 617.7(c), and*
116 *(iii) its completion of the short EAF, Part II, including the findings noted thereon*
117 *(which findings are incorporated herein as if set forth at length), hereby makes a*
118 *negative determination of environmental significance ("**NEGATIVE***
119 ***DECLARATION**") in accordance with SEQR for the above referenced proposed*

120 *action, and determines that an Environmental Impact Statement will not be*
121 *required; and*

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

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

127 *AYES: Baker, Capogrossi, Fournier, McCauley and Schleelein*

128 *NAYS: None*

129 *The motion was declared to be carried*

130

131 Fournier moved to close the public hearing. Seconded by McCauley.

132 Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

133 Nays: None

134

135 Baker read through the Special Permit General Conditions.

136

137 Schleelein moved that the General Condition have been met. Seconded by Capogrossi

138 Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

139 Nays: None

140

141 Baker read the following resolution:

142

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144

**VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR
SPECIAL PERMIT NO. 2025-4836 ADOPTED ON FEBRUARY 10, 2025**

145 *Motion made by: Yamila Fournier*

146 *Motion seconded by: Lisa Schleelein*

147 **WHEREAS:**

148 A. *This matter involves consideration of the following proposed action: Special Permit*
149 *No. 2025-4836, for the proposal by The Southern Cayuga Lake Intermunicipal Water*
150 *Commission (SCLIWC) to construct a 20' x 20' building addition to house new*
151 *electrical equipment on the north side of the Raw Water Pumping Station located at*

152 *Bolton Point Road (TP #42.1-1-37.1). A revetment along the along the shore of Cayuga*
153 *Lake will be installed to support the elevated grade and protect the shoreline from*
154 *erosion; and*

155 *B. On January 28, 2025 and February 10, 2025, the Village of Lansing Planning Board*
156 *opened and continued a public hearing regarding this proposed action, and therein*
157 *thoroughly reviewed and analyzed (i) the materials and information presented by and*
158 *on behalf of the applicant in support of this proposed action, including information and*
159 *materials related to the environmental issues, if any, which the Board deemed*
160 *necessary or appropriate for its review, (ii) all other information and materials*
161 *rightfully before the Board (including, if applicable, comments and recommendations,*
162 *if any, provided by the Tompkins County Department of Planning in accordance with*
163 *General Municipal Law Sections 239-1 and 239-m), and (iii) all issues raised during*
164 *the public hearing and/or otherwise raised in the course of the Board's deliberations;*
165 *and*

166 *C. On February 10, 2025, the Village of Lansing Planning Board, in accordance with (i)*
167 *Article 8 of the New York State Environmental Conservation Law - the State*
168 *Environmental Quality Review Act ("SEQR"), and 6 NYCRR Section 617.5; and (ii)*
169 *Section 123.2 of the Village of Lansing Code, and amended on environmental review*
170 *and adopted a Resolution for SEQR Review in connection with Special Permit No.*
171 *2025-4836;*

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

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

180 *2. It is hereby determined by the Village of Lansing Planning Board that Special Permit*
181 *No. 2025-4836 is **GRANTED AND APPROVED**, subject to the following conditions*
182 *and requirements:*

183 *a. Soil and Erosion control measures and water quality techniques shall be*
184 *implemented and coordinated as required and approved by the Village of Lansing*
185 *Code Enforcement Officer and/or the Village of Lansing Engineer, and a plan for*
186 *maintenance and said control measures and quality techniques over time shall be*
187 *established with the Village of Lansing Code Enforcement Officer and/or the*

188 *Village of Lansing Engineer.*

189

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

197

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

204

205 *d. Before the issuance of a building permit, a site plan with erosion control measures*
206 *must be approved by the Village Engineer.*

207

208 *e. Applicant shall choose and implement at least 2 of the Green Design Practices to*
209 *the satisfaction and approval of the Village of Lansing Engineer and Stormwater*
210 *Officer.*

211

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

213 *AYES: Baker, Capogrossi, Fournier, McCauley and Schleelein*

214 *NAYS: None*

215 *The motion was declared to be carried.*

216 *Cross left the meeting*

217 *Baker introduced Todd Metcalfe who will be giving the Planning Board a presentation about General*
218 *Codes application.*

219

220 *Please see the Planning Board YouTube video for details. The main topics were:*

221

222 *1) Past relationship with the Village in 1992*

223 *2) How General Codes began*

224 *3) Proposed a re-codification*

225 *4) How the editorial process works*

226 *5) How the fees work*

- 227 6) Sharing Codes
- 228 7) Mapping App
- 229 8) How new laws affect existing laws
- 230 9) Formatting

231

232 **Other Business**

233 Tree Law discussion.

234

235 The Planning Board reviewed draft changes to the Tree Law that were suggested by David Fernandez
236 from Cayuga Landscape at the January 28 Planning Board meeting.

237

238 Topics included:

239

- 240 1) Changing the 25% removal wording
- 241 2) What is enforceable
- 242 3) Define “clear cutting”
- 243 4) Buffer strips
- 244 5) Reduce parking regulations
- 245 6) Planting area formula
- 246 7) Tree unit calculation

247

248 The Planning Board will discuss General Codes at the next meeting.

249

250 **Trustee Report**

251 Schleelein reported on the February 3rd Board of Trustees meeting. The meeting can be viewed on
252 YouTube

253

254 **Adjournment**

255 Schleelein moved to adjourn at 9:12. Seconded by McCauley.

256 Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

257 Nays: None

258

259 Minutes taken by: Michael Scott, CEO