

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

The meeting of the Village of Lansing Planning Board meeting was called to order at 7:01 PM. A Zoom option was also provided.

Present at the meeting:

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

Absent Members:

Alternate Member: None available

Village Legal Counsel: Natalie French

Village Engineer: Absent

Village Trustee Liaison: Pat Gillespie (Zoom)

Village CEO: Michael Scott

Public included: Jacob von Mechow and David Durrett from the Tompkins Independent.

Approval of the Minutes

Schleelein moved to approve the June 24, 2025 minutes. Seconded by Capogrossi.

Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

Nays: None

Fournier moved to approve the July 14, 2025 minutes. Seconded by Schleelein.

Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

Nays: None

Public Comment Period:

Gillespie stated that he is the Board of Trustee liaison.

McCauley moved to close the public comment period. Seconded by Fournier

Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

Nays: None

Baker read the following agenda item:

Discussion of Village Code Changes and Corrections

Baker stated that he and Capogrossi sent Scott a few questions which he answered and Schleelein will be sending some questions soon.

46 Baker asked Fournier and McCauley to update their progress.

47

48 Fournier/McCauley highlights:

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- 50 • Low-Impact Technology has too many examples and is confusing.
- 51 • Medical Laboratories has its own definition but is included within the Low-Impact
- 52 Technology examples.
- 53 • Should Medical have its own use.

54

55 Baker noted that he and Capogrossi had a similar confusing use in Commercial Assembly Soft Goods
56 which Scott could not find an example of within the Village.

57

- 58 • Low-Impact Technology, which is allowed in the Commercial Low Traffic and Medium
- 59 Traffic Districts, has no real public feel and need for a walkable community which is the
- 60 Village goal.

61

62 There was a discussion as to whether there was an example of this use within those two districts.
63 Scott stated that he would have to research existing facilities to see how they were categorized when
64 they were established.

65

- 66 • Low-Impact Technology and Light Industry Manufacturing have similar examples and
- 67 definitions.
- 68 • In some cases, definitions have too wide of a range.
- 69 • Multi-Unit Housing has a few different definitions.

70

71 Baker stated that anything on the Chart of Uses should have a definition.

72

73 A question came up about the classification of a “sewered area”. Sewered areas are described as a
74 parcel(s) that have access to public sewer.

75

76 Schleelein highlights:

77

- 78 • Pharmacy needs to be defined. There are no stand-alone pharmacies in the Village, all
- 79 pharmacies in the Village are connected to another entity such as Target.
- 80 • Research/design/prototype production needs to be defined so as to determine where the use
- 81 should be allowed.
- 82 • Sales/repair/maintenance definition has a way too varied and large array of examples.
- 83 • Schools are not currently allowed in the Research and Health Districts. We may want to
- 84 reconsidered this for a possible medical or technical school application.
- 85 • Small Scale Sales should be allowed in Commercial High Traffic.
- 86 • Suggest adding a “rehabilitation” use or classification.

87

88 Because Schleelein is now working by herself, Baker will temporarily joint her until another
89 Planning Board member is approved.

90

91 Baker reviewed questions provide to Scott and received answers.

92

93 Baker/Capogrossi highlights

94

95 • All residential groups in one section of the Chart of Uses

96 • Include Dispensaries as a use

97 • Alteration definition

98 • Farm and Craft District regulations

99 • History of the McDonalds parcel

100 • Mall classification does not exist; the individual tenants are categorized.

101 • Cayuga View classification as a mixed use

102 • Adding residential to more districts

103 • Mixed Use is defined as residential and commercial but does not classify what type of
104 commercial

105 • Bank Administrative Operations vs Banking and the confusion of the definitions

106

107 If uses change within a district, does an existing allowed use become non-conforming if it is removed
108 from that district therefore, requiring that entity to be subjected to the non-conforming rules?

109

110 McCauley and Fournier will be discussing their suggestions for the uses that they researched at the
111 August 11th Planning Board meeting.

112

113 Baker read the following agenda item:

114

115 **Interview of Potential Board Member**

116 The Planning Board interviewed Jacob von Mechow. (Please see YouTube video for details)

117

118 **Trustee Report**

119 The last Trustee meeting was a joint meeting with the Planning Board so no report was needed.

120

121 **Other Business**

122 Schleelein stated that the small blue signs misrepresent the actual facilities provided within the
123 Village. Who is responsible for the accuracy of these signs? Scott will inquire.

124

125 There was a discussion about the Ross signs and whether they were allowed to have a wall sign on
126 the North Triphammer Road side of the building because there was a large square that was painted
127 different; no sign is allowed there.

128

129 The Planning Board would like more information about State requirements for Short-Term Rentals.

130

131 **Adjournment**

132 Schleelein moved to enter executive session to discuss potential appointments to the Planning Board
133 and to not reconvene. Seconded by Fournier.

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

135 Nays: None

136

137 Time 8:36

138

139 The Planning Board decided to reconvene at 9:03

140

141 Capogrossi was shocked by how the dismissal notice was distributed of former Planning Board
142 member Jonathon Jeske. Capogrossi felt that the Village Clerk should have notified the heads of the
143 Village Boards and let them notify their members instead of sending out an email to everyone.

144

145 French stated that Dake contacted her to verify that Jeske was not eligible to be a Planning Board
146 member. When confirmed, French sent an email to Scott, Baker and Mayor Hardaway stating the
147 reasons for dismissal.

148

149 Capogrossi said that she found out via an email attached to the then upcoming joint meeting.

150

151 Capogrossi also had an issue with that joint meeting which she felt that the Planning Board was not
152 allotted any time to bring up topics for discussion or even asked if they had anything to add.

153

154 Baker said that the joint meeting was mainly to discuss the Village Comprehensive Plan and that the
155 meeting itself, was held during a night scheduled for the Board of Trustees. Baker added that the
156 next joint meeting will be scheduled during a scheduled Planning Board meeting and will have
157 Planning Board agenda items. Baker will discuss this situation with Mayor Hardaway.

158

159 Fournier moved to adjourn at 9:26. Seconded by McCauley

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

161 Nays: None

162

163 Minutes taken by: Mike Scott, Code/Zoning/Fire Enforcement Officer