

Village of Lansing  
Planning Board Meeting  
Minutes of Monday,  
August 11, 2025

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, Yamila Fournier, Jim McCauley, and Lisa Schleelein

**Absent Members:**

**Alternate Member:** Kevin Kelvington

**Village Legal Counsel:** Natalie French

**Village Engineer:** Absent

**Village Trustee Liaison:** None present

**Village CEO:** Michael Scott

**Public included:** Patrick Shanahan and David Durrett from the Tompkins Independent.

Baker noted that this would be Yamila Fournier's last meeting and also welcomed Kevin Kelvington to the Planning Board as an alternate. Kelvington was appointed as a regular member starting at the August 26<sup>th</sup> Planning Board meeting.

**Approval of the Minutes**

The Planning Board would like to have more time to review the July 29, 2025 minutes

**Public Comment Period:**

No comments

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

Ayes: Baker, Capogrossi, Fournier, McCauley and Schleelein

Nays: None

Baker read the following agenda item:

**Discussion of Village Code Changes and Corrections**

Baker thanked all members for their extra time to meet and review their assigned uses.

Schleelein suggested there be one person in charge of all changes to a single document that would be presented to the Board of Trustees. Baker will be in charge of the document changes.

46 Schleelein also suggested that Scott research for new definitions when a use is undefined or  
47 confusing.

48

49 Scott suggested that once a group makes recommended changes to uses or districts, the Planning  
50 Board not make any decisions until the next meeting so as to think about the ramifications of the  
51 suggested changes.

52

53 Fournier/McCauley highlights:

- 54 • Reevaluating the definition of a multi-unit building
- 55 • With the new sewerred area, should multi-unit be expanded

56

57 Scott had done research in the past to evaluate how many increased lots could be created within the  
58 new sewerred area of East Shore Drive and Cayuga Heights Road.

59

60 The Planning Board discussed the difference between a townhouse and a multi-unit building.

- 61 • Possibly expanding Museums/public buildings into other districts
- 62 • Office/studio/service definition is cumbersome and could be expanded to the HHS District

63

64 The Planning Board discussed the difference between having an office at home described as a home  
65 occupation and having an office within the defined language.

- 66 • Make a defined separation between Office/studio/service and a Home Occupation.
- 67 • Need for a definition of Medical Laboratory
- 68 • Adding language such as “typical uses include” to the end of some definitions that include  
69 many examples
- 70 • One-unit residential building has 2 definitions

71

72 The Village follows the Town of Lansing Codes when it comes to animals.

73

- 74 • Removing One-unit residential building from the HDR and CLT Districts
- 75 • Adding Outdoor recreation/club to the CMT and CHT Districts

76

77 Schleelein pointed out that if a use cannot meet the General Conditions of a special permit, the use  
78 should not be in that district.

- 79 • Possibly adding Low Traffic Food and Beverage to the CLT and HHS Districts and would  
80 like to discuss whether the use would be beneficial in the HDR District such as a coffee shop
- 81 • Adding Medical laboratory to the CLT and CMT Districts

82

83 The Planning Board will discuss building height for certain uses as a future topic.

84

85 Scott will compile all of the suggestion from this meeting into a handout for the next meeting.

86

87 The Planning Board will discuss these suggestions before moving on the next group of uses.

88

89 Baker read the following agenda item:

90

91 **Interview of Potential Board Member**

92 The Planning Board interviewed Patrick Shanahan about his qualifications to be a potential  
93 member.

94

95 **Trustee Report**

96 Baker reported on the August 4<sup>th</sup> Board of Trustees meeting. The meeting can be viewed on  
97 YouTube

98

99 **Other Business**

100 Everyone thanked Fournier for her contribution and knowledge to the Planning Board.

101

102 Capogrossi noticed that the mall did some of the parking lot repairs.

103

104 **Adjournment**

105 Capogrossi moved to enter executive session to discuss potential appointments to the Planning Board  
106 and to not reconvene. Seconded by Fournier.

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

108 Nays: None

109

110 Time 8:57

111

112 The Planning Board adjourned at 9:23pm

113

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