

Village of Lansing
Planning Board Meeting
Minutes of Tuesday,
February 24, 2026

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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, Kevin Kelvington, Jim McCauley and Lisa Schleelein

Absent Members: None

Alternate Member: Soledad Almeida

Village Legal Counsel: Natalie French

Village Engineer: Brent Cross (Zoom)

Village CEO: Michael Scott

Public included: Susan Ainslie, Trustee liaison (Zoom), Chris Fiello, representing Unisus Development (Zoom), Carla Marceau (Zoom) and Mayor Ronny Hardaway (Zoom).

Approval of Minutes:

Schleelein moved to approve the February 9, 2026 Planning Board minutes. Seconded by Capogrossi.

Ayes: Baker, Capogrossi, Kelvington, McCauley and Schleelein

Nays: None

Capogrossi moved to approve the January 12 joint meeting minutes. Seconded by McCauley.

Ayes: Baker, Capogrossi, Kelvington, McCauley and Schleelein

Nays: None

Public Comment Period:

Susan Ainslie as liaison for the Board of Trustees. Carla Marceau representing the Community Party.

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

Ayes: Baker, Capogrossi, Kelvington, McCauley and Schleelein

Nays: None

Baker read the following agenda item:

45 **Continue the Public Hearing for Special Permit #2026-4921**

46 *Chris Fiello, Senior Vice President - Development for Unisis Development Corp, is proposing to*
47 *demo the existing structure and construct a Chipotle restaurant at 11 Graham Road West (Tax*
48 *Parcel # 47.1-1-17.13)*

49

50 Scott said that he met with John Courtney to review the provided Chipotle plans before a possible
51 site plan approval. Courtney suggested the sidewalk be installed on the Butler Road side of the parcel.
52 Because the Planning Board had not come to a unanimous conclusion, Scott asked Mayor Hardaway
53 for the Board of Trustees preference. At the February Staff Meeting, the Board of Trustees decided
54 they, too, would prefer the sidewalk on Butler Road. Courtney had issues with specifics on the Utility
55 Plan. Courtney's approval will be part of the special permit conditions.

56

57 Scott asked French to create a maintenance agreement for the small access sidewalk located on
58 Graham Road West from the bus stop to the Chipotle parking lot stating that each party will be
59 responsible for maintaining the walk that is within their own property.

60

61 Schleelein caught a mistake on the site plan notes which Fiello will correct.

62

63 Fiello understands that there are items that need to be worked out, approval of the site plan would
64 allow Chipotle to start producing building plans.

65

66 The Planning Board briefly reviewed the landscaping plan.

67

68 Scott has sent an email to McFarlane/Johnson asking them to contact John Courtney and Brent Cross
69 about finalizing utility and stormwater items.

70

71 Cross asked if a post construction stormwater maintenance agreement should be a condition for the
72 special permit.

73

74 Fiello stated that he has a contract with Chipotle that requires him to maintain the property.

75

76 Scott added that, in past cases, the Village has not required a stormwater maintenance agreement if
77 the project did not have a Full SWPPP.

78

79 Cross suggested adding an exterior sign approval to the conditions, as stated in an earlier meeting,
80 to avoid blocking traffic visibility at the North Triphammer/Graham Road West corner.

81

82 Cross also suggested that the required grease trap documents be submitted to the Village for
83 approval.

84

85 Scott said that grease trap specs are required as part of the building permit and inspected annually
86 during his fire inspections.

87

88 The Planning Board received an updated Short EAF Part I and answered the questions for Part II.
89
90 Baker read the following SEQR Resolution:

91
92

VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR SEQR

93 ***REVIEW OF SPECIAL PERMIT NO. 2026-4921 ADOPTED ON FEBRUARY 24, 2026***

94 *Motion made by:* Lisa Schleelein

95 *Motion seconded by* Lorraine Capogrossi

96 ***WHEREAS:***

97 *A. This matter involves consideration of the following proposed action: Special Permit No.*
98 *2026-4921, for the proposal by Chris Fiello, Senior Vice President - Development for*
99 *Unisis Development Corp, to demo the existing structure and construct a Chipotle*
100 *restaurant at 11 Graham Road West (Tax Parcel # 47.1-1-17.13); and*
101

102 *B. On February 9, 2026 and February 24, 2026, the Village of Lansing Planning Board, in*
103 *performing the lead agency function for its independent and uncoordinated environmental*
104 *review in accordance with Article 8 of the New York State Environmental Conservation*
105 *Law - the State Environmental Quality Review Act (“SEQR”), (i) determined that the*
106 *proposed action provided for herein is an Unlisted Action in accordance with SEQR; (ii)*
107 *thoroughly reviewed the Short Environmental Assessment Form (the “Short EAF”), and*
108 *any and all other documents prepared and submitted with respect to this proposed action*
109 *and its environmental review; (iii) completed its thorough analysis of the potential relevant*
110 *areas of environmental concern to determine if the proposed action may have a significant*
111 *adverse impact on the environment, including the criteria identified in 6 NYCRR Section*
112 *617.7(c); and (iv) completed the Short EAF); and*
113

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

115 *1. The Village of Lansing Planning Board, based upon (i) its thorough review of the*
116 *Short EAF, Part 1, and any and all other documents prepared and submitted with*
117 *respect to this proposed action and its environmental review [including any Visual*
118 *Environmental Assessment Form deemed required, and comments and*
119 *recommendations, if any, provided by the Tompkins County Department of*
120 *Planning in accordance with General Municipal Law Sections 239-1 and 239-m],*
121 *(ii) its thorough review of the potential relevant areas of environmental concern to*
122 *determine if the proposed action may have a significant adverse impact on the*
123 *environment, including the criteria identified in 6 NYCRR Section 617.7(c), and*
124 *(iii) its completion of the short EAF, Part II, including the findings noted thereon*

125 *(which findings are incorporated herein as if set forth at length), hereby makes a*
126 *negative determination of environmental significance (“**NEGATIVE***
127 ***DECLARATION**”) in accordance with SEQR for the above referenced proposed*
128 *action, and determines that an Environmental Impact Statement will not be*
129 *required; and*

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

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

135 *AYES: Baker, Capogrossi, Kelvington, McCauley and Schleelein*

136 *NAYS: None*

137 *The motion was declared to be carried*

138 Baker signed Part II of the Short EAF

139 Schleelein moved to close the public hearing. Seconded by McCauley.

140 Ayes: Baker, Capogrossi, Kelvington, McCauley and Schleelein

141 Nays: None

142

143 Baker read through the General Conditions for a Special Permit.

144

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

146 Ayes: Baker, Capogrossi, Kelvington, McCauley and Schleelein

147 Nays: None

148

149 Baker read through the following resolution:

150

151 **VILLAGE OF LANSING PLANNING BOARD RESOLUTION FOR**
152 **SPECIAL PERMIT NO. 2026-4921 ADOPTED ON FEBRUARY 24, 2026**

153 *Motion made by:*Lorraine Capogrossi

154 *Motion seconded by:* Kevin Kelvington

155 **WHEREAS:**

156 A. *This matter involves consideration of Special Permit 2026-4921 which includes the*
157 *following proposed action: Chris Fiello, Senior Vice President - Development for Unisis*

- 158 *Development Corp, is proposing to demo the existing structure and construct a Chipotle*
159 *restaurant at 11 Graham Road West (Tax Parcel # 47.1-1-17.13).; and*
160 B. *On February 24, 2026, the Village of Lansing Planning Board, in accordance with (i)*
161 *Article 8 of the New York State Environmental Conservation Law - the State Environmental*
162 *Quality Review Act ("SEQR"), and 6 NYCRR Section 617.5; and (ii) Section 123.2 of the*
163 *Village of Lansing Code, and amended on environmental review and adopted a Resolution*
164 *for SEQR Review in connection with Special Permit No. 2026-4921; and*
165 C. *On January 27, 2026, February 9, 2026 and February 24, 2026, the Village of Lansing*
166 *Planning Board opened and continued a public hearing regarding this proposed action,*
167 *and therein thoroughly reviewed and analyzed (i) the materials and information presented*
168 *by and on behalf of the applicant in support of this proposed action, including information*
169 *and materials related to the environmental issues, if any, which the Board deemed*
170 *necessary or appropriate for its review, (ii) all other information and materials rightfully*
171 *before the Board (including, if applicable, comments and recommendations, if any,*
172 *provided by the Tompkins County Department of Planning in accordance with General*
173 *Municipal Law Sections 239-1 and 239-m), and (iii) all issues raised during the public*
174 *hearing and/or otherwise raised in the course of the Board's deliberations.*
175

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

- 177 1. *The Village of Lansing Planning Board hereby finds (subject to the conditions and*
178 *requirements, if any, set forth below and the provisions provided for in paragraph "B"*
179 *above) that the proposed action meets (i) all general conditions required for all special*
180 *permits (Village of Lansing Code Section 145-59E); (ii) any applicable conditions*
181 *required for certain special permit uses (Village of Lansing Code Section 145-60); and*
182 *(iii) any applicable conditions required for uses within a Combining District (Village*
183 *of Lansing Code Section 14561); and*
184 2. *It is hereby determined by the Village of Lansing Planning Board that Special Permit*
185 *No. 2026-4921 is **GRANTED AND APPROVED**, subject to the following conditions*
186 *and requirements:*
187 a. *Soil and Erosion control measures and water quality techniques shall be*
188 *implemented and coordinated as required and approved by the Village of Lansing*
189 *Code Enforcement Officer and/or the Village of Lansing Engineer, and a plan for*
190 *maintenance and said control measures and quality techniques over time shall be*
191 *established with the Village of Lansing Code Enforcement Officer and/or the*
192 *Village of Lansing Engineer.*
193 b. *Prior to a building permit being issued, approval by the Village of Lansing*
194 *Engineer and Village of Lansing Storm Water Officer of, but not limited to, site*
195 *work, storm water management and infrastructure plans, and implementation*
196 *thereof. Drainage easements for potential impact from the stormwater*
197

- 198 *management facilities on neighboring parcels shall be obtained, provided to the*
199 *Village for approval by the Village Engineer, Stormwater Officer and Attorney, and*
200 *thereafter recorded at the Tompkins County Clerk's Office.*
201
- 202 *c. Required permits, approvals, consents and other authorizations from all applicable*
203 *Federal, State, County and local governmental and regulatory agencies shall be*
204 *obtained, maintained and complied with for all permitted improvements,*
205 *operations and activities as authorized by this special permit approval, and such*
206 *improvements, operations and activities shall at all times comply with all*
207 *applicable Federal, State, County and local laws, codes, rules and regulations.*
208
- 209 *d. Board of Zoning Appeals approval of (2) side yard parking setback variances.*
210
- 211 *e. Approval of an Exterior Lighting Plan by the Village Code Officer.*
212
- 213 *f. Approval by the Planning Board of a tree planting plan before the issuance of a*
214 *Building Permit.*
215
- 216 *g. Approval by John Courtney of specifics on the utility plan.*
217
- 218 *h. Exploratory work on the existing sewer lines shall be performed at the sole expense*
219 *of the Developer to determine the materials, routes, and usage of the pipes. The*
220 *Superintendent of Public Works shall review and approve any proposed measures*
221 *to be taken with respect to the sewer lines, including cutting and capping where*
222 *necessary. All such work shall be performed at the Developer's sole cost and*
223 *expense.*
224
- 225 *i. Approval of a stormwater plan by the Village Engineer before the issuance of a*
226 *Building Permit.*
227
- 228 *j. A proposal for all proposed sidewalks, curb-cut and sidewalk connections required*
229 *to be installed shall be submitted to the Village of Lansing for approval by the*
230 *Superintendent of Public Works.*
231
- 232 *k. Prior to the issuance of a final Certificate of Compliance, Developer shall offer for*
233 *dedication to the Village of Lansing the sidewalk constructed along Butler Road,*
234 *together with a permanent easement, if necessary, for the maintenance, repair, and*
235 *replacement thereof, in a form subject to the approval of the Village of Lansing*
236 *Attorney. Such offer of dedication and easement shall be recorded in the Tompkins*
237 *County Clerk's Office at the expense of the Developer.*
238
- 239 *l. Prior to the issuance of a final Certificate of Compliance, the Developer and the*
240 *Village of Lansing shall enter into a written agreement regarding the shared*
241 *maintenance of the sidewalk extension running along Graham Road West from the*

242 *bus stop to the Chipotle parking lot, in a form subject to the approval of the Village*
243 *of Lansing Attorney. Such agreement shall provide that the Village shall be*
244 *responsible for maintenance of the portion located on Village-owned property, and*
245 *the private property owner shall be responsible for maintenance of the portion*
246 *located within the private property boundaries. Said agreement shall be recorded*
247 *in the Tompkins County Clerk's Office at the expense of the Developer.*
248

249 *m. Review and approval by Village Code Officer, Superintendent of Public Works and*
250 *Village Engineer of any signage placement along the North Triphammer Corridor*
251 *and Butler Road to confirm that the proposed sign and placement do not block the*
252 *view of oncoming traffic.*
253

254 *n. Update Site Notes on approved site plan to reflect proper jurisdictional*
255 *references.*
256

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

258 *AYES: Baker, Capogrossi, Kelvington, McCauley and Schleelein*

259 *NAYS: None*

260 *The motion was declared to be carried*

261 Baker read the following agenda item:

262

263 **Continue Discussion of Village Code Changes and Corrections**

264 Baker and Capogrossi were not able to meet to discuss uses within districts before the meeting,
265 they are planning on meeting the week of March 2.

266 French said there is a proposed amendment to add density requirements to the B&T and HHS
267 Districts. This will be reviewed by the Board of Trustees and a public hearing date be set.

268 **Trustee Report**

269 No Trustee meeting

270

271 **Other Business**

272

273 There is a new food business The Fish Friar food truck located at the Triphammer Marketplace.

274 Capogrossi was concerned about the construction material and equipment at 134 Graham Road.

275

276 Scott shared information on the roof fire at 134 Graham Road.

277

278 The Planning Board discussed the driveway issue on Graham Road West.

279 Scott said he contacted the Dairy One representative about the progress of the zoning review and
280 how it would affect a possible walk-up ice cream window.

281

282 Scott shared that he had been contacted about a possible half-acre Battery Energy Storage System
283 (BESS) within the Village. The Village of Lansing does not currently have a law that deals with
284 BESS. This may be brought to the Planning Board informally.

285

286 **Adjournment**

287 Schleelein moved to adjourn the Planning Board meeting at 8:09 pm. Seconded by McCauley.

288 Ayes: Baker, Capogrossi, Kelvington, McCauley and Schleelein

289 Nays: None

290

291 Minutes by Mike Scott