Village of Skaneateles
Planning Board Meeting
June 6, 2019

Recommendation to the Code Enforcement Officer on the matter of the license application submitted by the Sherwood Inn for continued operation of a hotel at the property addressed as 26 West Genesee Street in the Village of Skaneateles.

Present: Bruce Kenan, Chairman
Brian Carvalho, Member
Doug Sutherland, Member

Riccardo Galbato, Attorney for the Planning Board
John Cromp, Code Enforcement Officer
Dennis Dundon, Clerk to the Boards

Alan Bobbett, 39 Fennell St
Alan & Joyce Methelis, 1126 Wagon Wheel Dr
Leif Kallquist, Syracuse
Andrew Russo, 15 Fennell St
Bob Eggleston, 1391 E Genesee St
Guy Donahoe, 4503 NW Townline Rd
Larry Kehoe & Michy Bunts, 54 E Lake St

Excused: Stephen Hartnett, Member
Mike Perrone, Member

At 7:30 pm, Chairman Kenan opened the discussion into the licensing for 26 West Genesee Street.

CEO Cromp stated that the application is complete and ready for the Board's consideration. He continued that he had recently conducted a fire inspection of the property and concluded that for a structure that size and that age, it is in excellent condition. He further continued that it is well kept and orderly, emergency lighting is all in working order; it is a testament to Mr. Eberhardt's standards. He sees no reason why the Village should not grant a license. Chairman Kenan asked about the term of the license? Mr. Cromp said it is for the calendar year. The Board had no further questions; all had been answered by the application.

Member Sutherland, "I move that the Planning Board recommends that CEO Cromp issue the license for 2019." The motion was seconded by Chairman Kenan. Upon the unanimous vote of the members present in favor of the motion, the motion was carried 3 – 0.

This matter was concluded at 7:33 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards

Village of Skaneateles
Planning Board Meeting
June 6, 2019

Recommendation to the Code Enforcement Officer on the matter of the license application submitted by Hannum House for continued operation of a hotel at the property addressed as 32 West Genesee Street in the Village of Skaneateles.

Present: Bruce Kenan, Chairman
Brian Carvalho, Member
Doug Sutherland, Member

Riccardo Galbato, Attorney for the Planning Board
John Cromp, Code Enforcement Officer
Dennis Dundon, Clerk to the Boards

Alan Bobbett, 39 Fennell St
Alan & Joyce Methelis, 1126 Wagon Wheel Dr
Leif Kallquist, Syracuse
Andrew Russo, 15 Fennell St
Bob Eggleston, 1391 E Genesee St
Guy Donahoe, 4503 NW Townline Rd
Larry Kehoe & Michy Bunts, 54 E Lake St

Excused: Stephen Hartnett, Member
Mike Perrone, Member

At 7:33 pm, Chairman Kenan opened the discussion into the licensing for 32 West Genesee Street.

CEO Cromp stated that the application is complete and ready for the Board's consideration. He continued that his remarks about the last property can be applied to this one as well. He noted that this is a recent complete renovation and shows as if brand new. He sees no reason why the Village should not grant a license. The Board had no further questions; all had been answered by the application.

Member Sutherland, "I move that the Planning Board recommends that CEO Cromp issue the license for 2019." The motion was seconded by Member Carvalho. Upon the unanimous vote of the members present in favor of the motion, the motion was carried 3 – 0.

This matter was concluded at 7:34 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards

Village of Skaneateles
Planning Board Meeting
June 6, 2019

Endorse the Board's earlier recommendation to the Village Board of Trustees that it support and endorse the Town of Skaneateles' efforts relative to Legislation for Authority on the Lake as described in Town Supervisor Aaron's email to Village Clerk Couch on April 9, 2019.

Present: Bruce Kenan, Chairman
Brian Carvalho, Member
Doug Sutherland, Member

Riccardo Galbato, Attorney for the Planning Board
John Cromp, Code Enforcement Officer
Dennis Dundon, Clerk to the Boards

Alan Bobbett, 39 Fennell St
Alan & Joyce Methelis, 1126 Wagon Wheel Dr
Leif Kallquist, Syracuse
Andrew Russo, 15 Fennell St
Bob Eggleston, 1391 E Genesee St
Guy Donahoe, 4503 NW Townline Rd
Larry Kehoe & Michy Bunts, 54 E Lake St

Excused: Stephen Hartnett, Member
Mike Perrone, Member

At 7:34 pm, Chairman Kenan opened the discussion into formal recommendation to the Board of Trustees in this manner.

Mr. Dundon explained the circumstances leading to this referral and the need for such action tonight. The Town is seeking legislative change to permit the town to extend their Zoning authority into the lake. The Planning Board members had been polled on their support for such a measure, and the sense was that there was unanimous support. While that position was communicated to the Trustees, it was desirable to have the Board take formal action by way of a vote on the record.

Member Carvalho, "I move that the Planning Board recommends to the Village Board of Trustees that it support and endorse the Town of Skaneateles' efforts relative to Legislation for Authority on the Lake as described in Town Supervisor Aaron's email to Village Clerk Couch on April 9, 2019." Member Sutherland seconded the motion. Upon

the unanimous vote of the members present in favor of the motion, the motion was carried 3 – 0.

This matter was concluded at 7:34 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards

Village of Skaneateles
Planning Board Meeting
June 6, 2019

Public Hearing for Critical Impact Permit determination in the matter of the application of Laura Kowal to change use from Professional Office C(14) to Private Group Instruction C(17) for Board and Brush Creative Studio at the property addressed as 13 Fennell Street in the Village of Skaneateles.

Present: Bruce Kenan, Chairman
Brian Carvalho, Member
Doug Sutherland, Member

Riccardo Galbato, Attorney for the Planning Board
John Cromp, Code Enforcement Officer
Dennis Dundon, Clerk to the Boards

Bob Eggleston, architect, representing the applicant

Alan Bobbett, 39 Fennell St
Alan & Joyce Methelis, 1126 Wagon Wheel Dr
Leif Kallquist, Syracuse
Andrew Russo, 15 Fennell St
Guy Donahoe, 4503 NW Townline Rd
Larry Kehoe & Michy Bunts, 54 E Lake St

Excused: Stephen Hartnett, Member
Mike Perrone, Member

At 7:35 pm, Chairman Kenan opened the Public Hearing in the Kowal application for 13 Fennell street.

Mr. Eggleston said that last year Ms. Kowal established a private group instruction business at this location on the first floor. The business has been well-received and the second floor of the building has become available – she would like to expand her business to the second floor. It will allow larger groups to be accommodated downstairs and smaller groups upstairs. Ms. Kowal intends to make no physical alterations to the space.

Chairman Kenan said that on May 28, the Municipal Board recommended the approval of the application.

Chairman Kenan noted that the Board has received a proposed resolution from Counsel. Attorney Galbato said that he has prepared such a resolution. He stated that the applicant has

secured a liquor license and has the capability to prepare food as outlined as Mr. Eggleston's narrative. In the resolution he has specifically made clear that a restaurant use has not been requested and that the Board is not approving a restaurant use for this space. He asked Mr. Eggleston if the applicant makes a representation and stipulation clearly stating no intent to serve food and beverages for on-site consumption and to operate a restaurant? Mr. Eggleston said that the applicant has no objection to agreeing to the language as presented in the resolution. Although alcohol is served, it is an all-inclusive event.

Chairman Kenan opened the public comment portion of the hearing. There was no one desiring to be heard either in favor of or in opposition to the application. **Member Sutherland, "I move that we close the public hearing." Member Carvalho seconded the motion. Upon the unanimous vote of the members present in favor of the motion, the motion was carried 3 – 0.**

Member Sutherland, "I move that the Planning Board adopts the 6.6.19 prepared resolution as proposed." The motion was seconded by Member Carvalho.

Regarding the Application of Laura Kowal
For Critical Impact Approval for change of use
At 13 Fennell Street
Tax Map No. 006.-06-08

RESOLUTION
VILLAGE OF SKANEATELES PLANNING BOARD
6.6.19

WHEREAS, Laura Kowal has proposed to change the use as defined by the Permitted Use Chart from C (14) Office, licensed professional to C (17) Private group instruction on the second floor of the property addressed as 13 Fennell Street in the Village of Skaneateles (Tax Map No. 006.-06-08) in order to expand the Board & Brush operation;

WHEREAS, in the 4.10.19 application at issue CEO Cromp determined that the application requires Critical Impact Permit pursuant to Section 225-52 H of the Village Code, development or re-development within Downtown D District;

WHEREAS, on 5.6.19 the Clerk to the Boards administratively referred the critical impact permit application to the Village of Skaneateles Municipal Board ("Municipal Board") for its recommendation;

WHEREAS, on 5.9.19 the Planning Board directed the Clerk to the Board to schedule a public hearing on the Critical Impact Permit for the Planning Board's 6.6.19 meeting;

WHEREAS, on 5.29.19 notice of the Planning Board public hearing was published in the *Skaneateles Press*;

WHEREAS, on 5.28.19 the Municipal Board considered and recommended Critical Impact Approval and found no issues with the utilities, without further recommendation;

WHEREAS, on this date, 6.6.19 the Planning Board opened and then closed the public hearing on the Critical Impact Permit;

WHEREAS, the applicant has represented and confirmed on the record the following:

1. Food and beverages, both nonalcoholic and alcoholic, will **NOT** be sold to the public for consumption on the premises; and

2. Any food products prepared or packaged on premises will **NOT** be sold on premises directly to the consumer for consumption on or off the premises.

WHEREAS, on 9.6.18 the Planning Board granted Critical Impact approval for a change of use from C (15) Personal Service to C (17) Private Group Instruction for Board and Brush Creative Studio on the first floor at this property at 13 Fennell Street in the Village of Skaneateles without further conditions.

CRITICAL IMPACT APPROVAL/REQUIRED FINDINGS

RESOLVED that the Planning Board declares itself lead agency under SEQRA and that the proposed project is an unlisted action under SEQRA which will not receive coordinated review. The Planning Board issues a Negative Declaration, in that the proposed action as proposed will not result in any significant adverse environmental impacts, and authorized the Chairman to sign the SEAF as completed by the applicant and now Part 2 by the Planning Board;

FURTHER RESOLVED that pursuant to Village Zoning Law Section 225-54 (Critical Impact Permits), Subsection F (Basis for Determination) the Planning Board is required to take into consideration "...the public health, safety, morals and welfare..." and is required to make various findings with respect to a project. After full consideration of all information and materials presented in support of this application, the Planning Board finds as follows:

A. The plans submitted for the proposed improvements meet the prescribed requirements of Article XI (Critical Impact) and all applicable regulations and Code provisions.

B. The proposed improvements will not have an adverse impact upon the character or integrity of any land use within the immediate neighborhood having a unique cultural, historical, geographical, architectural or other special quality of similar magnitude.

C. The proposed improvements are in harmony with the visual and physical context of the immediate neighborhood.

D. The proposed improvements are in harmony with, and will not impede the orderly development or redevelopment of the general neighborhood and the location, nature and height of buildings, structures, walls, fences and parking areas and will not discourage the appropriate development and use of adjacent lands or adversely affect existing land use in close proximity to the subject site.

E. The proposed improvements will be developed in such a way as to insure maximum amenities will be available to the site and the structure will be reasonably accessible for police and fire protection, and the water supply, sewage disposal and surface drainage systems are adequate to serve the proposed structure.

F. The traffic controls for vehicular and pedestrian movements are adequate to protect the safety of the general public and the occupants of the proposed structure.

G. The proposed structure will comply with the provisions of Chapter 167, Article III (Use of Sewers).

FURTHER RESOLVED, based upon all of the foregoing and the complete record, that the Planning Board hereby grants Critical Impact approval for a change of use from C (14) Office, licensed professional to C (17) Private Group Instruction on the second floor for Board and Brush Creative Studio at the property addressed as 13 Fennell Street in the Village of Skaneateles with the following conditions:

1. Food and beverages, both nonalcoholic and alcoholic, will **NOT** be sold to the public for consumption on the premises; and

2. Any food products prepared or packaged on premises will **NOT** be sold on premises directly to the consumer for consumption on or off the premises.

FURTHER RESOLVED, this Critical Impact Permit does **NOT** create an approved Restaurant as defined by the Village Code and as amended from time to time.

Motion by Member Sutherland; Second by Member Carvalho;

Brian Carvalho ____aye_____
Stephen Hartnett ___excused_____
Michael Perrone ____excused_____
Douglas Sutherland __aye_____
Chairman Bruce Kenan _____aye_____

Upon the unanimous vote of the members present in favor of the motion, the motion was carried 3 – 0.

This matter was concluded at 7:41 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards