

Village of Cayuga Heights Planning Board  
Meeting #56  
Monday, September 28, 2015  
Marcham Hall – 7:00 pm  
Draft Minutes

Present: Planning Board Members Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken  
Code Enforcement Officer B. Cross, Deputy Clerk A. Podufalski, Attorney R. Marcus  
Phi Mu Executive Director-Darlene Reyes, Phi Mu Financial and Accounting Services  
Comptroller-Tim O'Rourke  
Members of the Public

Item 1 – Meeting called to order

- Chair F. Cowett opened the meeting at 7:06 pm.

Item 2- August 24, 2015 Minutes

- After clarification was received from Phi Mu Executive Director Darlene Reyes, Chair F. Cowett suggested a change to page 2 of the minutes. The minutes shall read that Phi Mu “has previously not had a chapter house at Cornell.”

**Motion:** D. Hay

**Second:** R. Segelken

**RESOLUTION No. 159**  
**APPROVING MINUTES OF AUGUST 24, 2015**

**RESOLVE**, that the written, reviewed and revised minutes of the August 24, 2015 meeting are hereby approved.

**Aye votes** – Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken

**Opposed-** None

Item 3- Public Comment

- No members of the public wished to comment.

Item 4- Public Hearing- 520 Wyckoff Road

- Dorothy Shaffer of 518 Wyckoff Rd. expressed her opposition to the proposed project. She stated concerns with respect to parking and traffic, safety of student pedestrians

due to the lack of a sidewalk on that block of Wyckoff, noise disturbance and loss of privacy, and possible reduction in neighborhood property values. She also stated she did not feel that adequate notice was provided to neighbors prior to the hearing. She provided pictures to the Board illustrating her current view of the property. A written statement was submitted for the record.

Sept. 26, 2015

518 Wyckoff Rd  
Ithaca, NY 14850

Planning Board  
Village of Cayuga Heights  
836 Hanshaw Road  
Ithaca, NY 14850

Re: Site Plan Review for 520 Wyckoff Road

Dear Planning Board:

We are writing with deep concern about the proposed change in usage of 520 Wyckoff Road from single family use to a sorority. We believe the following issues need serious consideration by the Village. At a minimum, we request a delay in Site Plan Review, so that the issues may be thoroughly researched. If the usage change is eventually approved, we would certainly request some changes to mitigate some of the problems outlined below.

- 1. Density/Rate of Occupancy** -- Most of the houses nearest to 520 Wyckoff, which includes several single-family units and some rental buildings, have 2 to 7 occupants. 520 has most recently been occupied by a family of 4, but was constructed with 5 bedrooms, to house possibly up to 6 or so individuals. The sorority is proposing to put 12 to 15 people in a building meant to hold half or less of that number. The Village would not permit 2 or 3 houses to be built on one building lot, and it seems excessive to permit 2 to 3 times the number of usual occupants in one building on one building lot, due to issues of fire safety, traffic increase, property value, loss of privacy, noise, maintenance, village character sewage, garbage and recycling services.
- 2. Property Values** -- For the single family houses surrounding 520, values will go down. When we moved into this neighborhood there were and still are some rentals, but many single-family homes. Very few families with children will want to purchase a new home next to a sorority. This decreases both property value for individual owners and the Village's taxbase. It also gives you a transient population with less invested in the community.
- 3. Parking** -- For now, the sorority says it has made an arrangement for the residents of 520 to park approximately 2 city blocks away at Westbourne apartments. Where will visitors to the sorority park; has Westbourne given consent for visitors' parking? In all probability, visitors will end up parking on Wyckoff illegally. What might happen in a year or two if Westbourne needs its parking lot for its residents, and the sorority is no longer allowed to use their lot? Additionally, I predict the sorority residents will just "park for a little while" when they are running errands, or going into the building to make lunch or grab something they forgot, which

then turns into hours. Slowly but surely, the front yard will end up being turned into a parking lot. This will likely lead to water runoff problems on the hillside and Village Maintenance issues, and it is not a desirable aesthetic for our village. The extra vehicular traffic will probably lead to increased necessity for road maintenance by the Village as well.

**4. Road Safety** – With an increase in occupancy that triples the foot and vehicle traffic to one house, there is an increase in risk to drivers and walkers. Wyckoff is a narrow, steep, twisty road, which many people speed up and down, and there are NO SIDEWALKS. This presents a risk to the sorority residents walking to and fro campus or their parking area. In winter, the road is extra narrow due to snow banks and as well as more slippery. We have also witnessed considerable underage and excessive drinking by college students. Students may well be walking or driving along a slippery, narrow, steep, curving road in a drunken state.

**5. Fire Safety** – With the increase in occupancy at 520 Wyckoff, from a family of 2 to 4 residents to up to 12 to 15 people, fire risks increase. 520 Wyckoff is listed as having 5 bedrooms, some of which might be on the third floor. What arrangements have been made to improve egress in case of fire? Will third floor residency require construction of a fire escape?

**6. New construction** – The sorority states they don't plan any new internal or external construction. As above, for fire safety reasons, some external and internal construction may be required. Additionally, 12 to 15 residents need space to store their belongings and need bathrooms. These facts suggest a high probability of some internal construction. Kitchen facilities for 12 to 15 residents would likely require new construction as well.

**7. Garbage and Recycling** -- The Village will need to be picking up garbage and recycling for the equivalent of 2 to 3 households at one building. Where will garbage and recycling for the proposed 12 to 15 residents be stored? Most of the larger rental buildings, sororities, or fraternities around town require large, unattractive and odorous dumpsters, often in a parking lot to the side or back of the building. 520 does not have side or back space for a dumpster, so we are concerned that one might be placed in front.

**8. Noise** – If 12 to 15 women take up residence at 520 Wyckoff, noise in the area will increase, simply due to the normal comings and goings of that many people. The residents will be going back and forth multiple times a day, to classes, study groups, social activities, and for all the normal errands of life, such as obtaining groceries and other necessities. Since there is a sorority and fraternity on Ridgewood Road, immediately across a small gorge from Wyckoff, we know from experience how much noise increases with population. During the academic year, there are frequent and expected coming and going to campus or to parties or other activities. We routinely hear doors banging, groups of students chatting, or music playing. Sometimes there are louder gatherings or music. Just this past week, on Thursday 9/24, there were emergency vehicles going up and down Ridgewood in the daytime due to a fraternity resident falling off a roof, on Friday evening 9/25, groups of young men and women were driving, parking, and loudly "hanging out" in the area of Sigma Delta Tau and its porch, and on Saturday

evening 9/26, there were again police vehicles and sirens going up and down Ridgewood. If a sorority is on Wyckoff Road, one can only assume some of the same will occur, and given the proximity of the homes, the overall peaceful nature of the neighborhood will be diminished.

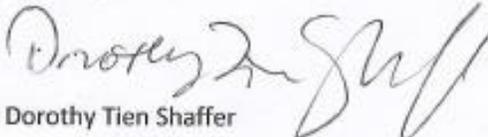
9. **Privacy** -- The distance between the west end of our home and the east end of 520 is about 20 to 25 feet. As indicated above, that means conversations are sometimes overheard. Additionally, the living room and master bedroom windows of our home look directly into the second floor of 520. At night, we can see people walking around on the second floor. Neither we nor sorority residents would want that lack of privacy.

10. **Maintenance and character of the Village** -- In walking around neighborhoods, either immediately around Wyckoff and Overlook or throughout Ithaca, it is generally very clear which buildings are owner occupied and which are rentals without a resident owner. The non-owner occupied buildings and landscapes are simply not as well maintained, sometimes merely being slightly shabby, but sometimes being quite dilapidated. One Collegetown already exists in Ithaca, and frequent problems with noise, dilapidated buildings, litter, drunkenness are reported in the Journal. If the Village wishes to maintain its appeal, property values, and tax base, this might be an important consideration. As noted above, water runoff, increased vehicle traffic, and garbage disposal all may increase Village maintenance costs.

11. **Historic Value** -- 520 Wyckoff was a house occupied by members of the Morse family (Fleet and Everett Morse grew up in there). Once a single family house is occupied by 12-15 people, wear and tear on it will increase greatly, changes will be made, and the historic nature of the building will be obscured.

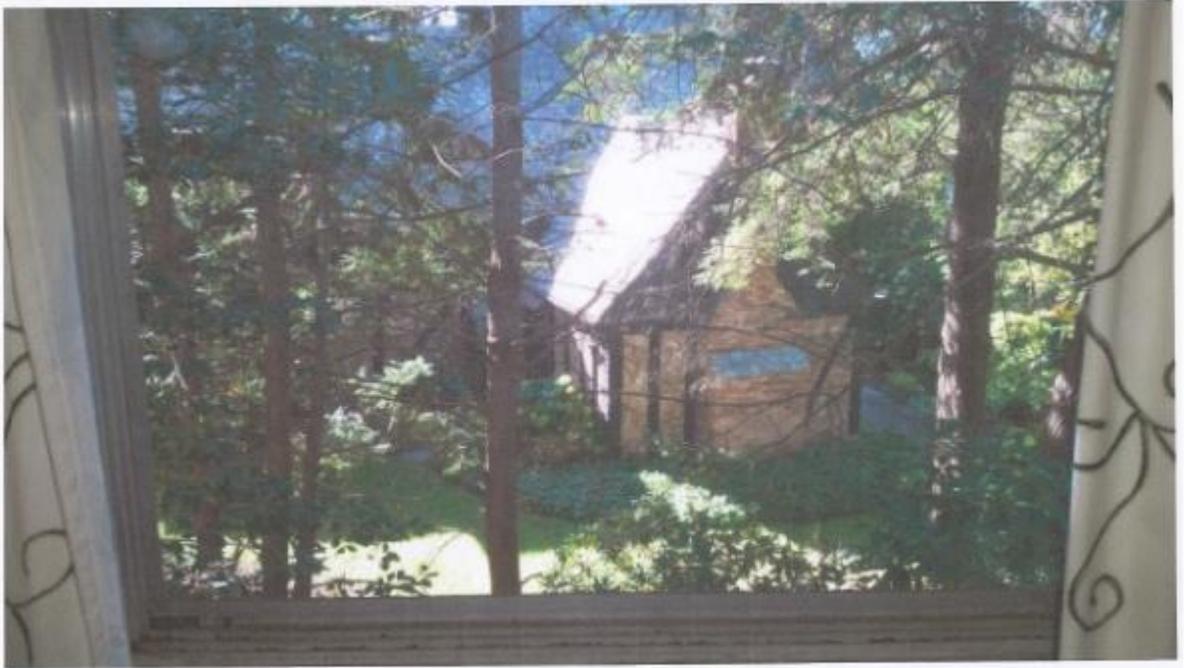
Thank you for taking these issues into consideration.

Sincerely,

  
Dorothy Tien Shaffer

  
Stephen Tien





View from our bedroom window into their 2nd floor



- Kathryn Mapes of 516 Wyckoff stated her concerns regarding noise disturbance. She asked who would be responsible for enforcing the rules of the sorority house. She also stated her concern for decreased neighborhood property values following change in usage to a sorority.
- Ellen Zaslav of 109 Cayuga Heights Rd. shared her concerns over noise disturbance, a change in neighborhood character due to increased student housing, and the potential for students trespassing on her property.
- Real Estate agent Susan Lustick stated that other potential buyers who considered purchasing the house for use as a single family residence were concerned about the house's location in the Multiple Housing District and the effect of mixed use in the neighborhood on the value of a single family residence.
- Henry Richardson of 104 Overlook Rd stated his agreement with many of the previous comments. He acknowledged that, when he was on the Planning Board and helped write the Village's current comprehensive plan, the Board sought to accommodate new density in the Village. However, increased density and occupancy proved antithetical to the desires of most Village residents. He expressed concerns that the sorority would not simply increase neighborhood density, but over time would change neighborhood character.
- Stephen Tien of 518 Wyckoff stated agreement with the comments made by his spouse, Dorothy Shaffer.
- Chair F. Cowett read a letter received from resident Village Jim Gilmore in opposition to the project. A copy was entered into the record.

Mr. Jack Young, Chair/Planning Board  
Ms. Kate Supron, Honorable Mayor  
Attorney Peter Salton, Trustee  
Village of Cayuga Heights  
836 Hanshaw Road  
Ithaca, N.Y. 14850  
HAND DELIVERED

*Brent,  
This isn't right!  
Please Help!  
Thx Jim*

RE: Wycoff Street New Sorority Project

Dear Chair Jack, Mayor Kate, and Trustee Peter,

9/28/2015

I wish to express my concern regarding the inappropriateness of an additional Cornell University Sorority House being considered within our village's Wycoff Street area. In my opinion as resident and previous mayor, this project directly encroaches upon the serenity, privacy, historical property value, and founder's intent for the unique quality of the neighborhoods within Cayuga Heights.

Cornell University and Ithaca College professorial and administrative professionals and their families (of which I'm one) did not move into this quiet and expensive, off campus neighborhood to have 15 undergraduate women all under one roof move in next door. We are largely a single-family residential neighborhood where the quiet of the night, and the lower level of activity during the day are of our strongest assets.

There are many other attractive and practical locations for a new sorority to establish itself, such as Cornell Heights adjacent to campus, Collegetown, or on the hill just up from the City of Ithaca. These areas are already consumed in higher traffic, greater people density, and within proximity to the social happenings and educational facilities that make up Cornell University.

Please, within your greater judgment and sense of caring to protect our citizen's privacy, family setting and community serenity, do not allow this attempt to encroach upon all that is wonderful about Cayuga Heights. I have been asked to sign a petition now circulating that disapproves of the sorority, and intend to do so.

Thank you for your consideration.

Sincerely,

Jim Gilmore, VOCH Mayor 2008-2010  
424 Hanshaw Road  
Ithaca, NY 14850

c.c. Mr. Brent Cross, Superintendent of Public Works, Village of Cayuga Heights ✓  
c.c. Prof. Henry Richardson, AIA, and Mrs. Marie Richardson, R.N. on Wycoff St.

- G. Gillespie read an email from resident Jill Kimball opposing the project in which she references the original letter from Dorothy Shaffer. A copy was entered into the record.

Good Morning Brent,

I will not be available to attend the Zoning Board meeting tonight however I would like to register my opinion regarding the proposed change @ 520 Wyckoff Road from a single family home to a 12-15 person sorority. I would like to voice my concern that the occupancy would cause serious density problems for the adjacent residents as well as the entire neighborhood.

I have read Dolly Shaffer and Steve Tien's letter and I am in full agreement with all of the issues and concerns that are stated. [See copy below.]

It is my sincere hope that the Planning Board will resolve to protect and maintain the quiet, residential atmosphere of the neighborhood that I have personally enjoyed since 1970.

Thank you,  
Jill Kimball

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- G. Gillespie read an email from Carol Battisti opposing the project. A copy was entered into the record.

Dear Planning Board:

I am writing to share my concern about the proposed change in residency of 520 Wyckoff Road from a single family home to a Sorority.

Beyond changing the nature of the community surrounding 520 Wyckoff to look more like Collegetown, my greatest concern is the noise factor of living a stone's throw away from 13 or more college girls who would naturally partake of the current college culture of parties, alcohol and substance abuse, larger group gatherings, loud music and other sorts of social activities that are not in keeping with the senior population of landowners in this area.

We already call for support from the Police Department when the Fraternity on Cayuga Heights Road engages in rowdy, late-hour parties with very loud and bothersome music. And this is probably 3 or 4 times the distance from the house at 520 Wyckoff.

This area already supports rentals of upwards of 7 people per building. I would not like to see that doubled at 520 Wyckoff.

One of the pleasures of living in this area is the peaceful, quiet neighborhood surrounding Overlook Rd. I suggest that a Sorority House at 520 Wyckoff would change that dramatically. Simply by numbers alone - changing the density in that location would increase the noise in the area due to the normal comings and goings of that many young and very active people.

This change would not be in keeping with the area and would further compromise the potential for sale in the future by reducing the property values.

Please take these comments into consideration during your decision making process. Thank you very much.

Respectfully,

Carol Battisti  
106 Overlook Rd

- Chair F. Cowett read an email from Barbara Turgeon of 522 Wyckoff Rd opposing the project. A copy was entered into the record.

B. Gillian Turgeon

522 Wyckoff Rd  
Ithaca, NY 14850

Sept. 27, 2015

Planning Board  
Village of Cayuga Heights  
836 Hanshaw Road  
Ithaca, NY 14850

Re: Site Plan Review for 520 Wyckoff Road

Dear Planning Board:

I am writing to express my concerns about the proposed change at 520 Wyckoff Road from single family occupancy to a sorority. I have conferred about this with several of my neighbors and am in complete agreement with the compilation of significant issues summarized in the letter of Dorothy Tien Shaffer and Stephen Tien.

In addition, I am dismayed that the proposed public hearing is scheduled only a week after I received the notice of change from Brent Cross. Regrettably, I am out of town this week. If the Planning Board were serious about listening to the concerns of property owners who will be affected by this change, we would have been included at an earlier stage and/or allowed more time to digest the impact of the change. Given the former did not happen, I hereby request the latter.

Barbara Gillian Turgeon, resident

- G. Gillespie read an email received by Dorothy Shaffer from Laura Muscalu opposing the project. A copy was entered into the record.

Hi Dorothy,

Thank you for taking the time to think thoroughly and write about these issues. We totally agree with every point you raise in your letter and, in fact, we don't think there is much else that can be added.

Unfortunately, we won't be able to come to the meeting tomorrow, but if necessary, please feel free to add our names to the list of people who will subscribe to your letter.

Best,  
Laura & Camil Muscalu

- Code Enforcement Officer B. Cross read a letter he received from Edward Marx of the Tompkins County Department of Planning regarding their review of the project pursuant to Section 239 of NYS General Municipal Law. The letter states the proposed project would not have a negative inter-community or county-wide impact.

**Tompkins County**  
**DEPARTMENT OF PLANNING**  
121 East Court Street  
Ithaca, New York 14850

Edward C. Marx, AICP  
Commissioner of Planning

Telephone (607) 274-5560  
Fax (607) 274-5578

September 28, 2015

Brent Cross, Zoning Officer  
Village of Cayuga Heights  
Marcham Hall  
836 Hanshaw Road  
Ithaca, NY 14850

**Re: Review Pursuant to §239 -l, -m and -n of the New York State General Municipal Law**  
**Action: Site Plan Review for proposed sorority at 520 Wyckoff Road, Village of Cayuga Heights**  
**Tax Parcel No. 15.-4-8, Heidi and Gary Brown, Owners; Claudia Lajella, Applicant.**

Dear Mr. Cross:

This letter acknowledges your referral of the proposal identified above for review and comment by the Tompkins County Planning Department pursuant to §239 -l, -m and -n of the New York State General Municipal Law. The Department has reviewed the proposal, as submitted, and has determined that it has no negative inter-community, or county-wide impacts.

Please inform us of your decision so that we can make it a part of the record.

Sincerely,



Edward C. Marx, AICP  
Commissioner of Planning

- Code Enforcement Officer B. Cross spoke to the Board regarding his responses to some of the comments made during the public hearing.
  - a) Multiple housing is allowed in the Multiple Housing District → the entire Village allows for 2 family homes. The Multiple Housing District in the Village, which allows for a greater number than 2-family occupancy, has been part of Village regulations since 1953. Currently, there is no specific limitation on density in this district. He stated that potentially anyone could purchase a house in the Multiple Housing District, tear it down, build a maximum footprint building, and house as many people as the building would allow under the Building Code.
  - b) Parking → site plan review would be required before any new pavement for parking could be added to the front of the property.
  - c) Stormwater runoff → if any proposed project on the property could result in storm water runoff issues, the Planning Board would have the authority to review the project for approval.
  - d) Traffic increases → it is the responsibility of the Village to address issues regarding public infrastructure. The Village may choose to install a sidewalk in that area if an increase in pedestrian traffic warrants it.
  - e) Fire safety → the applicant has stated there are no current plans for new construction. If the site plan is approved, the property would be subject to an official application for a change of occupancy and the applicant would have to demonstrate compliance with existing building codes or a building performance evaluation. Once the home is changed to a sorority from a single family home, it would be subject to annual fire inspections.
  - f) Trash removal → the applicant stated at the last meeting that a dumpster was not anticipated.
  - g) Sidewalk maintenance → the Village Department of Public Works is responsible for all sidewalk maintenance.
  - h) Historic value → the property is located within the Cornell Heights Historic District. However, the Village currently does not have regulations associated with this district.
- Henry Richardson questioned set back requirements. Code Enforcement Officer B. Cross explained that the home was built prior to the 1953 setback regulation and was therefore grandfathered and not subject to the dimensional requirements of the Village Zoning Law.

**Motion:** D. Hay

**Second:** R. Segelken

**RESOLUTION No. 160  
TO CLOSE THE PUBLIC HEARING**

**RESOLVE**, that the public hearing regarding the site plan review for the proposed project at 520 Wyckoff Rd. is hereby closed.

**Aye votes** – Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken

**Opposed**- None

Item 5- Site Plan Review- 520 Wyckoff Road

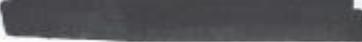
The applicant provided Part 1 of the Short Environmental Assessment Form.

**Short Environmental Assessment Form**  
**Part 1 - Project Information**

**Instructions for Completing**

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: <i>520 Wyckoff</i>			
Project Location (describe, and attach a location map): <i>520 Wyckoff Rd</i>			
Brief Description of Proposed Action: <i>Change of use.</i>			
Name of Applicant or Sponsor: <i>Gary + Heidi Brown</i>		Telephone: 	E-Mail: 
Address: <i>520 Wyckoff Rd</i>			
City/PO: <i>Ithaca NY</i>		State: <i>N.Y</i>	Zip Code: <i>14850</i>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?			<i>0.57</i> acres
b. Total acreage to be physically disturbed?			<i>0</i> acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			<i>0.57</i> acres
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: <i>Action does not involve a building permit.</i>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? <i>not to the knowledge of current owners</i>	NO	YES	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ <input type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

NA  
~~unknown~~

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____	NO	YES
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <u>Asbestos removal on heating pipes by Sunstream. (1998)</u>	NO	YES
_____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor name: <u>Gary + Heidi Brown</u>	Date: <u>9/28/15</u>	
Signature: <u>[Signature]</u>		

- The Board reviewed the applicant's responses to the questions in Part 1.
- Attorney R. Marcus informed the Board that the answer to question #9 regarding state energy code requirements states "Unknown." He advised this should in fact state that the question is Not Applicable (NA). He also discussed question # 12 regarding historic landmarks. The NYS DEC EAF Mapper used in answering Part 1 questions automatically selected the property as a registered historic property. He noted that the property is actually not listed as a historic property, whether under State, Federal, or local criteria, and this was an error.
- The Board answered the questions on Part II of the Short Environmental Assessment Form.

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2.** Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Page 3 of 4

	small impact may occur	to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- During the discussion, Code Enforcement Officer B. Cross stated disagreement with the Board's finding of a moderate to large impact on traffic. He also stated that the parking lot where the sorority has arranged to lease spaces is located within Village boundaries.
- Dorothy Shaffer questioned why the sorority was not purchasing a vacant fraternity house located on Highland Road in the Village. Code Enforcement Officer B. Cross stated the property is not for sale. He also stated that there are three other sororities in the Village and police and fire services have not been burdened by them.

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

The proposed project has the potential to increase pedestrian and vehicle traffic and noise, and will increase residential density. The sorority has secured parking privileges from a nearby apartment complex to mitigate the potential increase in vehicle traffic. Sorority house rules create quiet hours between 10 pm and 10 am, and no alcohol is allowed anywhere on the premises. A full-time house director will reside on site. The long term effect on neighborhood property values and character and single family homes is unclear, but could be significant.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
Village of Cayuga Heights Planning Board	September 28, 2015
Name of Lead Agency	Date
Fred Cowett	Chair, Planning Board
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
<i>Fred Cowett</i>	
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

**PRINT**

**Motion:** R. Segelken

**Second:** G. Gillespie

**RESOLUTION No. 161  
TO DETERMINE PROPOSED ACTION WILL NOT RESULT IN AN ADVERSE  
ENVIRONMENTAL IMPACT.**

**RESOLVE**, that the Village of Cayuga Heights Planning Board has determined that the proposed project at 520 Wyckoff Rd. will not result in any significant adverse environmental impacts.

**Aye votes** – Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken

**Opposed-** None

- A member of the public supported the earlier comment that adequate notice was not provided prior to the hearing. Code Enforcement Officer B. Cross stated that the amount of notice as required by law was provided.
- The Board discussed their potential decision options regarding site plan approval.
- D. Hay suggested that Phi Mu representatives should have an opportunity to speak with neighborhood property owners to address their concerns and answer questions. The Board discussed if a vote should be postponed until the next meeting in October.

**Motion:** R. Segelken

**Second:** D. Hay

**RESOLUTION No. 162**

**TO ADJOURN THE BOARD'S CONSIDERATION OF THE SITE PLAN UNTIL THE NEXT MEETING.**

**RESOLVE**, that the Village of Cayuga Heights Planning Board adjourns consideration of site plan approval for the proposed project at 520 Wyckoff Rd. until the October 26, 2015 meeting.

Discussion- the Board acknowledged the project is an allowed use under the Village's current Zoning Ordinance; however, the Board also recognizes important public concerns regarding this project, especially since, while up to 16 students might reside in the sorority, the chapter has more than 100 members all of whom would be entitled to visit and use the chapter house. Chair F. Cowett read from the Village's Zoning Ordinance Section 24 a list of factors that the Board shall consider for land use in the Multiple Housing and Commercial Districts in site plan review.

**Aye votes** – Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken

**Opposed-** None

- Phi Mu representatives and neighborhood property owners exited the meeting.

**Item 6- Other Business**

- Code Enforcement Officer B. Cross informed the Board he has received an application for a property in the Multiple Housing District on Dearborn Place to change the use of a single family dwelling to a sobriety affinity house. The Board discussed whether such a change would be considered an allowed use in this district. Attorney R. Marcus suggested that the current Village Zoning Ordinance may not permit this type of use.

Code Enforcement Officer B. Cross and Attorney R. Marcus will discuss in further detail whether this is an allowed use prior to the next Board meeting.

- Phi Mu representatives Darlene Reyes and Tim O'Rourke returned to the meeting to discuss a conversation with neighborhood property owners outside of the meeting. They stated the conversation was initially cordial, but that the individuals they spoke with remain adamantly opposed to the project. They acknowledged that the sorority will increase neighborhood noise and traffic. They further acknowledged that, while a House Director will reside on site and sorority rules are strict, no guarantee can be made concerning student behavior. Lastly, they reminded the Board their purchase of the property is contingent upon the Board's site plan approval and will await the Board's decision at the next meeting.

**Motion:** G. Gillespie

**Second:** R. Segelken

**RESOLUTION No. 163  
TO ENTER INTO EXECUTIVE SESSION**

**RESOLVE**, that the Village of Cayuga Heights Planning Board enter into a private attorney/client discussion at 10:32 pm.

**Aye votes** – Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken

**Opposed**- None

**Motion:** D. Hay

**Second:** G. Gillespie

**RESOLUTION No. 164  
TO EXIT EXECUTIVE SESSION**

**RESOLVE**, that the Village of Cayuga Heights Planning Board exit Executive Session at 10:47 pm.

**Aye votes** – Chair F. Cowett, G. Gillespie, D. Hay, and R. Segelken

**Opposed**- None

Item 7 – Adjourn

Meeting adjourned at 10:47 pm.