



Village of Cayuga Heights

MARCHAM HALL
836 HANSHAW ROAD
ITHACA, NEW YORK 14850

(607) 257-1238
fax (607) 257-4910

Kate Supron, Mayor
Mary E Mills, Clerk
Angela M Podufalski, Deputy Clerk
Joan M Mangione, Treasurer
Brent A Cross, Engineer

ZONING OFFICER'S REPORT

DATE: March 25, 2016

TO: **PLANNING BOARD**

FROM: Brent A. Cross, Zoning Officer

RE: 1001 Highland Road

REPORT: I have received an application to subdivide the above referenced lot into a two lots (the existing house and another lot). This is considered a Minor Subdivision subject to approval by the Planning Board.

I have evaluated the zoning compliance of both the new lot and the remaining land associated with the original home. All aspects of the lot with the existing home are compliant with all zoning regulations such as lot width/depth, yard setbacks and lot coverage. The proposed new lot has adequate frontage and average width (calculated), but does not have the required average depth (calculated). Therefore, an area variance will be required by the Zoning Board of Appeals.

The applicant has acknowledged the deficient average depth and initiated the variance process with the ZBA. The timing of the variance process will be independent to the Minor Subdivision process. The ZBA will conduct a public hearing, but this type of case is exempt from the SEQR process.

Local Law No. 2 of 1992 (Establishment of Planning Board) says that no public hearing shall be required for a Minor Subdivision, but the Planning Board may deem one to be necessary. In the process of reviewing a Minor Subdivision, the Planning Board shall consider the following:

- a. Effect of the proposed subdivision on traffic and so traffic safety.
- b. Effect of the proposed subdivision on the environment.
- c. Any other factors reasonably related to the health, safety and general welfare of the community.

Although a Minor Subdivision is exempt from SEQR review during an area variance by the ZBA, no such exemption is listed for Planning Board actions relative to a Minor Subdivision. Therefore, the Planning Board should declare lead agency and classify whether the applicant should submit a Short or Long Environmental Assessment Form.

I have attached a copy of the surveyor's map for the proposed subdivision. The hand calculations that you see were done by me to figure out the average lot width/depth for both lots. The calculations highlighted in pink are for the original lot and the calculations highlighted in blue are for the new lot.