

Village of Cayuga Heights Planning Board  
Meeting #120  
Monday, March 25, 2024  
Marcham Hall – 7:00 pm  
Minutes

Present: Planning Board Members Chair F. Cowett, M. McMurry, E. Quaroni, R. Segelken  
Deputy Clerk A. Jacot, Alternate Member M. Johnston, Mayor L. Woodard  
R. Kawecki, Bousquet Holstein PLLC  
C. Shore, Starland Builders  
K. Fisher, property owner, 211 North Sunset Drive

Item 1 – Meeting called to order

- Chair F. Cowett opened the meeting at 7:01 pm.
- Chair F. Cowett stated that J. Leijonhufvud is unable to attend the meeting; Alternate Member M. Johnston is appointed a full voting member for this meeting.
- Chair F. Cowett further stated that Attorney R. Marcus and Code Enforcement Officer B. Cross are unable to attend the meeting; Attorney R. Kawecki, Bousquet Holstein PLLC, is attending the meeting via Zoom and is able to provide the Board with legal advice if needed.

Item 2 – December 18, 2023 Minutes

- The Board reviewed the minutes of the December 18, 2023 meeting.

**Motion:** R. Segelken

**Second:** M. McMurry

**RESOLUTION No. 409**  
**APPROVING MINUTES OF DECEMBER 18, 2023**

**RESOLVED**, that the written, reviewed and revised minutes of the December 18, 2023 meeting are hereby approved.

**Aye votes** – Chair F. Cowett, M. Johnston, M. McMurry, R. Segelken

**Abstained** – E. Quaroni

**Opposed** – None

Item 3 – Public Comment

- No members of the public wished to speak.

Item 4 – Site Plan Review – 211 North Sunset Drive

- Chair F. Cowett stated that on June 22, 2022, the Planning Board approved with conditions the site plan for the proposed residence at 211 North Sunset Drive; these conditions pertained to the grade of the driveway (Condition 1a), the stormwater management plan (Condition 1b), the private sanitary sewer lateral bisecting the lot (Condition 2), and a landscape plan (Condition 3); at the Board’s March 27, 2023 meeting, the Board found that Conditions 1a, 1b, and 2 had been satisfied, but not Condition 3; therefore, the applicant has submitted for the Board’s consideration at this meeting a landscape plan containing the species, genera, and location of new plantings.
- Chair F. Cowett asked if Board members had any comments or questions about the landscape plan submitted by the applicant.
- M. McMurry asked about the rationale for the trees shown in the plan to be planted.
- Chair F. Cowett replied that there were many ash trees in the rear of the property that needed to be removed due to the emerald ash borer; the Board was concerned during site plan review in 2022 about replacing those trees to restore a vegetative buffer with the adjacent properties.
- M. Johnston stated that the Board in 2022 had also expressed concern about the potential for an increase in stormwater to be generated by the project and wanted trees to be replanted to help mitigate this increase.
- Chair F. Cowett stated that, as noted on the landscape plan, trees removed in the rear of the property provided the neighbor at 600 Cayuga Heights Road a view of Cayuga Lake; the trees to be planted have been located so as to minimize the obstruction of the neighbor’s lake view.
- There were no further questions or comments from the Board.

**Motion:** M. Johnston

**Second:** E. Quaroni

**RESOLUTION No. 410**

**CONFIRMING THAT CONDITION (3) HAS BEEN SATISFIED**

**RESOLVED**, that the Board confirms that Condition (3) of site plan approval for the project at 211 North Sunset Drive has been satisfied by the applicant.

**Aye votes** – Chair F. Cowett, J. Leijonhufvud, M. Johnston, E. Quaroni, M. McMurry

**Opposed** – None

- E. Quaroni stated that the stormwater retention basin on site has a bed composed primarily of stone and asked if there were any plans to add vegetation.
- C. Shore, Starland Builders, replied that, apart from grass and grass clippings, there are no plans to add vegetation to the basin; the stone is required to reduce the velocity of stormwater moving through the basin and mitigate soil erosion.
- M. Johnston stated that the stone will additionally encourage stormwater infiltration into the soil.

#### Item 5 – Comprehensive Plan Discussion

- The Board resumed its discussion as to whether the Village’s Comprehensive Plan should be updated.
- The Board had previously agreed that the Board member responsible for reviewing each Comprehensive Plan section would briefly summarize the need to summarize that section for the next Board meeting.
- Chair F. Cowett asked Board members to forward their summaries to him prior to the next Board meeting; he would compile the summaries and forward to Board members for discussion at that meeting.

#### Item 6 – New Business

- Chair F. Cowett stated that, at the Board’s December 18, 2023 meeting, the Board approved a subdivision at 102 North Sunset Drive; subsequent to that meeting, the applicant sold the property to a buyer who does not intend to pursue the subdivision and has not submitted a subdivision plat for the Chair to sign.
- The Board discussed the consequences for a subdivision approved by the Board which is then not pursued; Board members had questions about whether there is a time limit for the applicant to submit a subdivision plat for the Chair to sign and, should a plat not be submitted, whether subdivision approval may then be revoked by the Board.
- Chair F. Cowett stated that there have not been any developments with the proposed cannabis dispensary to be located at 840 Hanshaw Road in a former office near Ned’s Pizza nor with a proposed subdivision at 305 Highland Road.
- The next scheduled meeting of the Board is Monday April 22, 2024.

#### Item 7 – Adjourn

- Meeting adjourned at 7:25 pm.