

**Town of Marcellus Planning Board  
24 East Main Street  
Marcellus, New York 13108**

**August 3, 2020**

**Present:** Chairperson Jerry Wickett, Ron Schneider, Scott Stearns,  
Holly Tufenkjian, Mark Taylor, Chris Christensen,  
Kathy Carroll

**Absent:**

**Town Counsel:** Jim Gascon of Costello, Cooney, and Fearon

**Town Engineer:** Joe Durand of TDK Engineering (Absent)

**Codes Officer:** John Houser

The Planning Board of the Town of Marcellus met in regular session in the Marcellus Fire Hall for the Town of Marcellus, located at 4242 Slate Hill Rd, Marcellus, New York, on August 3, 2020.

The Chair, Jerry Wickett, stated that due to the Labor Day holiday he would like to make a motion to change the September Planning Board meeting to Thursday, September 10, 2020. Chris Christensen seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll - aye

## **SUBDIVISIONS – PUBLIC HEARINGS**

### **Jeanne Overend, 2211 Stump Rd – 2 lot**

A public hearing was held for a two (2) lot subdivision with the residual parcel to keep the house and additional buildings. The secretary, Karen Cotter, read the legal notice into the minutes and advised certified mailing receipts are on file.

Mrs. Overend explained that they would like to create a six (6) acre building lot for her daughter to construct a house, 34 acres will continue to be leased for farming and nine (9) acres that has the existing house and buildings will be placed in a family trust. She contacted OCDOT and was advised that driveway/road right of ways are now to be marked by her surveyor and then the County will approve or disapprove the location. She is waiting for her surveyor to come out to her property to mark the locations. The Chair, Jerry Wickett, asked if anyone would like to speak in favor of the project and Tim Sullivan, 4675 Limeledge Rd., advised that his property backs up to the Overend property and he has no issue with the project. The Chair, Jerry Wickett, then asked if there was anyone in opposition to the project and there were none. The OCPB resolution #S-20-37, dated July 22, 2020 was read into the minutes. Hearing no further questions from the Board Jerry Wickett made a motion to close the public hearing and Ron Schneider seconded. The motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

Kathy Carrol made a motion to approve the subdivision as presented as a public hearing was held and there was one (1) person in favor of the project and none opposed; and approval is subject to the OCDOT approval for a future road right of way and a driveway. The final plat will not be signed by the Chairperson until the correct information is delineated on the final map and then filed with the County. Ron Schneider seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by Jeanne Overend on a two (2) lot subdivision located at 2211 Stump Rd, in a Residential 1 and Agricultural zone and;

WHEREAS, the Planning Board duly called and held a public hearing thereon August 3, 2020 commencing at 7:00PM, local time, to consider said application at which time and place all persons desiring to be heard were duly heard; and

WHEREAS, the Planning Board, as lead agency, determined an unlisted negative SEQR declaration; and

WHEREAS, the Planning Board duly considered the application, maps, data and supporting documents submitted by the applicant as well as all comments and suggestions received at the public hearing; and

NOW THEREFORE BE IT RESOLVED that the Planning Board of the Town of Marcellus hereby grants preliminary/final plat approval on the subdivision know as "Overend Subdivision", such approval being based on a map made by Heather Warren, Warren Ramie Surveying, dated April 14, 2020

BE IT FURTHER RESOLVED that such approval is contingent upon compliance with all regulations set forth in the Marcellus Subdivision Regulations adopted March 14, 1988 including, but not limited to:

1. Applicant complies with the Planning Board resolution of February 2, 1987 regarding runoff:  
That in all developments in the Town of Marcellus, the peak runoff flow rate of the discharge from a proposed site after development shall not exceed the peak runoff flow rate that prevailed prior to development. In general, this requirement will necessitate the design and construction of detention/retention facilities of various types. The design frequency should be that of a twenty-five-year storm with an overflow facility to handle a one-hundred-year storm with no erosion.
2. Monuments are in place, indicated on the map and inspected and approved by CEO.
3. Successful drainage plan approved by the Onondaga County Health Department.

4. Conditions set forth in the OCPB resolution dated July 22, 2020
5. Further subdivisions are prohibited and should be noted on the linen map.
6. Approval is subject to the OCDOT approval for a future road right of way and a driveway. The final plat will not be signed by the Chairperson until the correct information is delineated on the final map and then filed with the County.
7. Submission of the final linen (2 copies) maps (final map-see subdivision regulations for specifications) which shows monuments, submitted within six (6) months after approval of the preliminary plat as outlined in Sec 303 A.
8. Timely filing of the approved map as outlined in Section 304, and submission of the receipt, or copy thereof, to the Town Clerk's office within sixty days of the Planning Board final approval.
9. No building permits are to be issued until all contingencies are met.

**James Thompson, 2829 Slate Hill Rd – 1 Lot**  
**Pamela & George Glamos, 2817 Slate Hill Rd – 1 lot**

A public hearing was held for a one (1) lot subdivision for Mr. Thompson and a public hearing was held for a one (1) lot subdivision for Mr. & Mrs. Glamos. The secretary, Karen Cotter, read the legal notice into the minutes and advised certified mailing receipts are on file. Mr. Glamos explained that Mr. Thompson will be selling him a piece of his property from 2829 Slate Hill Rd. and Mr. Glamos will be attaching it to their existing parcel at 2817 Slate Hill Rd. All setbacks of existing buildings will be met and they already have approved, existing driveways. Mr. Glamos stated that he would be using the current driveway at this time but he may want to change the location in the future. He was advised that he will need to contact the Codes Officer and OCDOT for any changes. The Chair, Jerry Wickett, asked if anyone would like to speak in favor or in opposition to the projects. Peggy Cronin, 2728 Otisco Valley Rd., stated she just wanted to look at the map and wondered about future plans. She asked if Mr. Glamos planned on building on the lot and he said he does. She was not in favor or opposition – just want to hear what the plans were. Mr. Christensen stated that he is just changing lot lines – not creating any new lots. Mr. Wickett read the OCPB resolution, #S-20-38, dated July 22, 2020, into the minutes. Hearing no further questions from the Board,

Jerry Wickett, made a motion to close the public hearing for both projects and Ron Schneider seconded. The motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

James Thompson, 2829 Slate Hill Rd.- Kathy Carroll made a motion to approve the project as presented as a public hearing was held and there was no one present in favor or in opposition to the project; and with the condition that the lot be attached, through subdivision, to the Glamos property at 2817 Slate Hill Rd. Scott Stearns seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by James Thompson on a one (1) lot subdivision located at 2829 Slate Hill Rd, in an Agricultural zone and;

WHEREAS, the Planning Board duly called and held a public hearing thereon August 3, 2020 commencing at 7:00PM, local time, to consider said application at which time and place all persons desiring to be heard were duly heard; and

WHEREAS, the Planning Board, as lead agency, determined an unlisted negative SEQR declaration; and

WHEREAS, the Planning Board duly considered the application, maps, data and supporting documents submitted by the applicant as well as all comments and suggestions received at the public hearing; and

NOW THEREFORE BE IT RESOLVED that the Planning Board of the Town of Marcellus hereby grants preliminary/final plat approval on the subdivision know as "Thompson-Glamos Subdivision", such approval being based on a map made by Doug Reith, CNY Land Surveying, dated June 12 2020

BE IT FURTHER RESOLVED that such approval is contingent upon compliance with all regulations set forth in the Marcellus Subdivision Regulations adopted March 14, 1988 including, but not limited to:

1. Applicant complies with the Planning Board resolution of February 2, 1987 regarding runoff:  
That in all developments in the Town of Marcellus, the peak runoff flow rate of the discharge from a proposed site after development shall not exceed the peak runoff flow rate that prevailed prior to development. In general, this requirement will necessitate the design and construction of detention/retention facilities of various types. The design frequency should be that of a twenty-five-year storm with an overflow facility to handle a one-hundred-year storm with no erosion.
2. Monuments are in place, indicated on the map and inspected and approved by CEO.
3. Successful drainage plan approved by the Onondaga County Health Department.
4. Conditions set forth in the OCPB resolution dated July 22, 2020
5. Further subdivisions are prohibited and should be noted on the linen map.
6. Approval is subject to the completion of the Glamos subdivision at 2817 Slate Hill Rd.
7. Submission of the final linen (2 copies) maps (final map-see subdivision regulations for specifications) which shows monuments, submitted within six (6) months after approval of the preliminary plat as outlined in Sec 303 A.
8. Timely filing of the approved map as outlined in Section 304, and submission of the receipt, or copy thereof, to the Town Clerk's office within sixty days of the Planning Board final approval.

9. No building permits are to be issued until all contingencies are met.

Pamela and George Glamos, 2817 Slate Hill Rd – Kathy Carroll made a motion to approve the project as presented as a public hearing was held and there was no one present in favor or in opposition to the project; and with the condition that the Thompson subdivision at 2829 Slate Hill Rd. be filed and completed. Mark Taylor seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by George & Pam Glamos on a one (1) lot subdivision located at 2817 Slate Hill Rd, in an Agricultural zone and;

WHEREAS, the Planning Board duly called and held a public hearing thereon August 3, 2020 commencing at 7:00PM, local time, to consider said application at which time and place all persons desiring to be heard were duly heard; and

WHEREAS, the Planning Board, as lead agency, determined an unlisted negative SEQR declaration; and

WHEREAS, the Planning Board duly considered the application, maps, data and supporting documents submitted by the applicant as well as all comments and suggestions received at the public hearing; and

NOW THEREFORE BE IT RESOLVED that the Planning Board of the Town of Marcellus hereby grants preliminary/final plat approval on the subdivision know as “Thompson-Glamos Subdivision”, such approval being based on a map made by Doug Reith, CNY Land Surveying, dated June 12 2020

BE IT FURTHER RESOLVED that such approval is contingent upon compliance with all regulations set forth in the Marcellus Subdivision Regulations adopted March 14, 1988 including, but not limited to:

1. Applicant complies with the Planning Board resolution of February 2, 1987 regarding runoff:  
That in all developments in the Town of Marcellus, the peak runoff flow rate of the discharge from a proposed site after development shall not exceed the peak runoff flow rate that prevailed prior to development. In general, this requirement will necessitate the design and construction of detention/retention facilities of various types. The design frequency should be that of a twenty-five-year storm with an overflow facility to handle a one-hundred-year storm with no erosion.
2. Monuments are in place, indicated on the map and inspected and approved by CEO.
3. Successful drainage plan approved by the Onondaga County Health Department.
4. Conditions set forth in the OCPB resolution dated July 22, 2020
5. Further subdivisions are prohibited and should be noted on the linen map.
6. Approval is subject to the completion of the Thompson subdivision at 2829 Slate Hill Rd.
7. Submission of the final linen (2 copies) maps (final map-see subdivision regulations for specifications) which shows monuments, submitted within six (6) months after approval of the preliminary plat as outlined in Sec 303 A.
8. Timely filing of the approved map as outlined in Section 304, and submission of the receipt, or copy thereof, to the Town Clerk's office within sixty days of the Planning Board final approval.
9. No building permits are to be issued until all contingencies are met.

**Kristy & Tyler Kudlick, 2553 Dublin Court – 1 lot**

A public hearing was held for a one (1) lot subdivision, combining two (2) lots into one (1). The secretary, Karen Cotter, read the legal notice into the minutes and advised certified mailing receipts are on file. Mrs. Kudlick explained that they would like to combine their existing lot with their house and pool and combine it



with the rear property and also construct a pole barn on the combined lot. There was a question as to whether the lots were on separate deeds and Mrs. Kudlick advised that they were. The Chair, Jerry Wickett, read the OCPB resolution #S-20-36, dated July 22, 2020 into the minutes. He then asked if anyone would like to speak in favor or opposition to the subdivision and there were none. Hearing no further questions from the Board, Jerry Wickett made a motion to close the public hearing and Mark Taylor seconded. The motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

Kathy Carrol made a motion to approve the subdivision as presented as a public hearing was held and there was no one present in favor of/or opposed to the project; and Mrs. Kudlick will make the correction on the Agricultural application. Scott Stearns seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by Tyler and Kristy Kudlick on a one (1) lot subdivision located at 22553 Dublin Rd. in a Residential 1 and zone and;

WHEREAS, the Planning Board duly called and held a public hearing thereon August 3, 2020 commencing at 7:00PM, local time, to consider said application at which time and place all persons desiring to be heard were duly heard; and

WHEREAS, the Planning Board, as lead agency, determined an unlisted negative SEQR declaration; and

WHEREAS, the Planning Board duly considered the application, maps, data and supporting documents submitted by the applicant as well as all comments and suggestions received at the public hearing; and

NOW THEREFORE BE IT RESOLVED that the Planning Board of the Town of Marcellus hereby grants preliminary/final plat approval on the subdivision know as "Kudlick Subdivision", such approval being based on a map made by Jeffrey J. Schultz, dated April 24, 2020

BE IT FURTHER RESOLVED that such approval is contingent upon compliance with all regulations set forth in the Marcellus Subdivision Regulations adopted March 14, 1988 including, but not limited to:

1. Applicant complies with the Planning Board resolution of February 2, 1987 regarding runoff:  
That in all developments in the Town of Marcellus, the peak runoff flow rate of the discharge from a proposed site after development shall not exceed the peak runoff flow rate that prevailed prior to development. In general, this requirement will necessitate the design and construction of detention/retention facilities of various types. The design frequency should be that of a twenty-five-year storm with an overflow facility to handle a one-hundred-year storm with no erosion.
2. Monuments are in place, indicated on the map and inspected and approved by CEO.
3. Successful drainage plan approved by the Onondaga County Health Department.
4. Conditions set forth in the OCPB resolution dated July 22, 2020
5. Further subdivisions are prohibited and should be noted on the linen map.
6. Correction on the Agricultura Data form.
7. Submission of the final linen (2 copies) maps (final map-see subdivision regulations for specifications) which shows monuments, submitted within six (6) months after approval of the preliminary plat as outlined in Sec 303 A.

8. Timely filing of the approved map as outlined in Section 304, and submission of the receipt, or copy thereof, to the Town Clerk's office within sixty days of the Planning Board final approval.
9. No building permits are to be issued until all contingencies are met.

### **SUBDIVISIONS – PRELIMINARY APPLICATIONS**

#### **Edward, Timothy, and Karen Leubner, 2976 Church Rd – 1 lot**

Ed Leubner advised they would like to remove approximately five (5) acres from the recently subdivided property. The new lot would have the existing house, pond and barn on it. During the original subdivision the property owner, at the time, Sigmund Rogalia, advised that this was a possibility. Mr. Rogalia has sold the 76 acres to the Leubners and they would like to subdivide the house and barn to be sold. The residual property will continue to be farmed by the Leubners. The Chair, Jerry Wickett, asked the Board to review SEQR. Kathy Carroll made a motion based on the information and analysis as well as the supporting documentation that the proposed action will not result in any significant adverse environmental impacts. Ron Schneider seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

This project will be sent to OCPB for review and a public hearing in September.

#### **Tyler Estlinbaum, 2718 Falls Rd – 1 lot**

Mr. Estlinbaum advised that he would like to combine two (2) lots into one (1). The septic is located on the front of the second lot and this will now alleviate that issue. Hearing no questions, the Chair, Jerry Wickett, asked the Board to review SEQR.

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Kathy Carroll made a motion based on the information and analysis as well as the supporting documentation that the proposed action will not result in any significant adverse environmental impacts. Mark Taylor seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

This project will be sent to OCPB for review and a public hearing in September.

Jerry Wickett made a made a motion to waive the reading of the January minutes and accept as distributed. Scott Stearns seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen - aye  
Kathy Carroll – aye

The meeting was adjourned at 9:30 PM

Respectfully submitted,

Karen Cotter  
Secretary