



# TOWN OF ULYSSES

## PLANNING AND ZONING DEPARTMENT

### STAFF MEMO

**TO:** Planning Board  
**FROM:** Niels Tygesen, Planner  
**DATE:** January 8, 2025  
**MEETING DATE:** January 21, 2025  
**SUBJECT:** Koskinen 2 Lot Land Division, Sketch  
Plat Review

**PROJECT NUMBER:** MNSUB2412-01  
**PROJECT ADDRESS:** 4248 Waterburg Road  
**PARCEL NUMBER:** 23.-3-11.22  
**ZONING:** A/R: Agricultural/Rural Zone

### INTRODUCTION

The applicant and property owner, Roger Koskinen, applied for a minor subdivision for the subject site to subdivide the existing 37.9 acre lot into two lots. The A/R zone requires a minimum lot area of 2 acres, 200 feet of lot depth, and 400 feet of lot width at the front lot line per the Code of the Town of Ulysses [\(CTU\) 212-29](#).

### PROCESS

During this sketch plat review, the Board should review the proposal in respect to applicable state and local laws and regulations pertaining to subdivisions [Consolidated Laws of New York \(CLNY\) 62.16.276](#) and [277](#), and [CTU 212-140](#) and [142](#) respectively), provide comments and general recommendations as to any adjustment needed to satisfy the objectives of the regulations, and schedule a public hearing for final plat review. The proposal is considered an Unlisted action under SEQR for which the Board will act as Lead Agency.

### REQUEST TO THE PLANNING BOARD

Review the information in this memo, the [submitted sketch plat application](#), and the [site analysis](#); review the land division general requirements listed in [CTU 212-140.A.2](#), [212-140.A.5](#), [212-142.1](#), [212-142.5](#), and [212-142.10](#); review [CLNY 62.16.276](#) and [277](#) as applicable; review the lot requirements for the A/R zone listed in [CTU 212 Article V](#); create a checklist of additional items the Board will require if any from the applicant in order to facilitate its deliberations; and discuss timelines for a public hearing.