



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: January 23, 2025
MEETING DATE: February 4, 2025
SUBJECT: Koskinen 2 Lot Land Division, Final
Plat Review and Public Hearing

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, Parcel A approximately 6.29 acres and Parcel B approximately 31.64 acres.

PROCESS

The Board conducted sketch plat review on [January 21, 2025](#) and scheduled a public hearing for February 4, 2025 to consider the final plat. The proposal is considered an Unlisted action under SEQR for which the Board will act as Lead Agency. The project is not subject to 239 review per the [Inter-Governmental Agreement with Tompkins County](#). During this meeting, the Board will conduct a public hearing, receive public comment, and review the proposal in respect to state and local laws and regulations.

REQUEST TO THE PLANNING BOARD

Review the information in this memo, the [applicant's submission items](#), and re-review the [01.08.2025 memo](#) for the [January 21st meeting](#) as needed.