



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: July 7, 2025
MEETING DATE: July 15, 2025
SUBJECT: Schaffner Littlefield 2 Lot Land
Division, Public Hearing & Final Plat
Review

PROJECT NUMBER: MNSUB2506-01
PROJECT ADDRESS: 4296 Krums Corners Road
PARCEL NUMBER: 27.-2-18.2
ZONING: A/R: Agricultural/ Rural Zone

INTRODUCTION

The applicant and property owner, Spencer Schaffer and Melissa Littlefield, applied for a minor subdivision for the subject site to subdivide the existing 48.91 acre lot into two lots, 'Parcel A' approximately 27.33 acres and 'Parcel B' approximately 21.52 acres.

PROCESS

The Board conducted sketch plat review on [July 1, 2025](#) and scheduled a [public hearing for July 15, 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 [final plat map](#), and re-review the [06.24.2025 memo](#) for the [July 1st meeting](#) as needed.