TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: October 13, 2026
MEETING DATE: November 3, 2026
SUBJECT: Reynolds 2 Lot Land Division, Sketch Plat Review

PROJECT NUMBER: MNSUB2507-01
PROJECT ADDRESS: 4131 Reynolds Road
PARCEL NUMBER: 24.-4-10.1
ZONING: A/R: Agricultural/ Rural Zone

INTRODUCTION

The applicant and property owner, Robert Reynolds, applied for a minor subdivision for the subject site to subdivide the existing 21.5 acre lot into two lots, the new lot to the northwest would be approximately 12.10 acres and the remaining lot to the east and south would be approximately 9.18. 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. The eastern 9.18 acre proposed lot would have approximately 193.10 feet of lot width at the front lot line which the applicant has submitted a concurrent variance application to the Board of Zoning Appeals (BZA).

PROCESS

The proposal is considered an Unlisted action under SEQR and subject to 239 review. 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 declare intent to act as Lead Agency (LA) for the coordinated environmental review.

REQUEST TO THE PLANNING BOARD

Review the information in this memo, the submitted sketch plat application; the submitted variance application; 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; review draft Resolution 2027-016 classifying the proposed action under SEQR and declaring intent to act as the LA; and create a checklist of additional items the Board will require if any from the applicant in order to facilitate its deliberations.