TOWN OF ULYSSES
PLANNING BOARD

Planning Board Resolution No. 2026-016

A Resolution for the Reynolds Two Lot Minor Subdivision Located at 4131 Reynolds Road, Town of Ulysses, Tax Parcel 24.-4-10.1, Classifying the Proposed Action under 6 NYCRR Part 617 of the State Environmental Quality Review Regulations as an Unlisted Action, Declaring Intent to Act as Lead Agency, and Initiating a Coordinated Review with Involved and Interested Agencies

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WHEREAS, the Planning Board finds the following:

1. The Planning Board has received an application for a minor two lot subdivision of the property noted above which consists of the following:
   a. A plat map entitled "Minor Subdivision Map, Showing Portion of Lands of Robert Carl Reynolds, Located on Reynolds Road, Town of Ulysses, Tompkins County, New York", prepared by T.G. Miller, P.C. dated March 28, 2025;
   b. Part 1 of the State's Short Environmental Assessment Form (SEAF) dated July 16, 2025;
   c. An Agricultural Data Statement;
   d. A warranty deed of conveyance; and

2. The subject lot is zoned A/R Agricultural/Rural; and

3. Reynolds Road at the subject site is a designated Local Road under authority of the Town's Department of Public Works (DPW); and

4. The Code of the Town of Ulysses Chapter 212 Section 29.D requires lots in the A/R zone to have a minimum of 400 feet of lot width at the front lot line; and

5. The plat map noted above has delineated a proposed lot with a lot width of 193.10 feet at the front lot line as opposed to the minimum 400 feet required noted above; and

6. The Planning Board has reviewed the criteria under 6 NYCRR, Parts 617.4 and 617.5 of the State Environmental Quality Review (SEQR) Regulations, for determining the classification associated with the above referenced Proposed Action; and

7. The proposed Action is subject to approvals from other Involved Agencies under their permitting provisions and therefore is subject to a coordinated review under SEQR; and

8. A coordinated review under SEQR requires the establishment of a Lead Agency; and

9. Under SEQR, potentially Involved Agencies have thirty (30) days from the date of the NOI to contest the Planning Board's role as LA, and unless written objections are received by 30 days from the issuance of the NOI the Planning Board will automatically assume the role of LA for the coordinated ER for the Proposed Action; and

10. After the 30-day coordinated review period has completed, the Planning Board, if satisfied, will at its next regularly scheduled meeting designate itself the LA under SEQR for making a determination of significance on this Proposed Action and direct the Town Planner to prepare drafts of Parts 2 and 3 of the SEAF for the Board's consideration; and

11. Once the Planning Board has accepted the drafts of Parts 2 and 3 of the SEAF and then has made a Determination of Significance at a future meeting, under the provisions of SEQR, only then will the procedural requirements under SEQR have been satisfied.

NOW, THEREFORE, THE PLANNING BOARD RESOLVES THE FOLLOWING:

1. The Planning Board preliminarily classifies the Proposed Action under SEQR as an Unlisted Action subject to a coordinated environmental review (ER) and the establishment of a Lead Agency (LA).

2. The Planning Board declares its intent to Act as the LA for the coordinated ER and for making a determination of significance under SEQR for this Action.

3. The Planning Board has identified the following potential Involved and Interested Agencies:
   SEQR Involved Agencies:
   Town of Ulysses BZA;
   Tompkins County's Whole Health Department;

   SEQR Interested Agencies:
   Tompkins County's Department of Planning and Sustainability;
   Town of Ulysses DPW;
   Town of Ulysses Building, Code, Planning, and Zoning Department.

4. The Planning Board directs the Town Planner and/or their designee to prepare and distribute, as soon as possible, a Project Notification Review Packet to include a Notice of Intent (NOI) to Act as LA, a SEQR Lead Agency Coordination Request Form, copies of the above described packet of information received, and a copy of this resolution to the above identified Agencies.

5. The Planning Board determines that the Proposed Action is subject to a referral to Tompkins County Planning under the Consolidated Laws of New York Chapter 24, Article 12-B, Section 239-N, and directs Town Staff to submit a 239 referral to County Planning as soon as possible.

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6. The Planning Board determines that the following information must be completed and/or submitted by the Applicant prior to final plat review by the Planning Board:
   a. A pin shall be placed by a licensed land surveyor on the north-east corner of the subject lot adjacent to parcel 24.-3-12;
   b. A copy of the BZA's resolution approving an area variance reducing the minimum 400 feet of lot width at the front lot line;
   c. A revised plat map in compliance with the Town's Final Plat Map Checklist; and
   d. Approval signature and date on the plat map by Tompkins County's Whole Health Department.

_____ _____

Planning Board Chair Date

Ayes:

Nays:

Absent:

Abstain:

I, Lori Asperschlager, Clerk to the Planning Board, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the Ulysses Planning Board November 3, 2026 meeting.

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Lori Asperschlager, Planning Board Clerk

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