



Planning Board

Zoom Hybrid Meeting

Draft Meeting Minutes

February 3, 2026

Approved: _____

Board Members Present: Chair Karl Klankowski, Linda Liddle, Jeff McDonald, Mo Klein

Quorum Present

Applicants Present: Katelin Olson, on behalf of the Town

Public Present: Mark Sherman

Public Present on Zoom: None

Town Staff Present: Niels Tygesen, Lori Asperschlager

Town Board Present: Liz Weatherby

Proceedings

Chair Karl Klankowski called the meeting to order at 7:00 PM at Town Hall.

Approval of Agenda

Motion: Klein motioned to approve the agenda; Liddle seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Klein, aye.

Motion Carried.

Board Member Reports

Weatherby will be the new liaison for the Planning Board and will plan to come to one meeting a month.

Olson gave an update on public outreach for board positions that are open in the Town, including additional planning board committee members.

Weatherby also mentioned the new draft Comprehensive Plan was released on February 2 and the planning board members can look through it and have comments for the CPSC committee.

Approval of Past Minutes

Motion: Liddle motioned to approve the January 20, 2026 minutes; McDonald seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Klein, aye.

Motion Carried.

Privilege of the Floor

No members of the public spoke

Motion: Klein motioned to close privilege of the floor; McDonald seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Klein, aye.

Motion Carried.

New Business Items

MNSUB2512-01: Pritts 2 Lot Minor Subdivision, Sketch Plat Review

5230 Cold Springs Road, Parcel Number 12.-4-19.2

The applicant, the Town of Ulysses, on behalf of the owners, Marvin and Allison Pritts, applied for a

minor subdivision for the subject site to subdivide the existing 16.58 acre lot into two lots, Parcel A approximately 1.37 acres and Parcel B approximately 15.21 acres. Proposed Parcel B would be a flag lot with a proposed width of 38 feet for the 'pole' portion of the lot where 50 feet is required per the Code of the Town of Ulysses (CTU) 212-130.A.

Klein mentioned that on the Variance application, Restrictions and Covenants document (page 7, number 5) the measurements listed need a correction.

Olson spoke on behalf of the town. She gave the committee an informational memo from the town attorney regarding flag lots and state law and the town's flag lot law that the Town Board used in their decision to put forth the request. Passed out a binder of public comments received for the donation of the land for the park. Olson spoke about the use restrictions on the property with regard to lighting and noise. There will be a fence and visual screening for the property next door, there will be no parking on the flag lot driveway into the park, and year-round vegetative screening for other adjacent property owners. No site plan has been developed for the park yet.

Klein asked about draining and Olson stated that there would be drainage no matter the type of material used in the driveway. Klein also about fencing in front of the property line to avoid people cutting through other properties to get to the park and Olson stated there is not currently a plan for that. Olson mentioned that there is a creek at the northern end of the property that a fence will need to be installed.

Olson mentioned that this plan for the park is following in the footsteps of the Town of Newfield who also created a town park on a previous farmland.

The committee discussed flag lot requirements.

Klein asked when it was subdivided did the owners consider taking more land away from the rental house. Olson stated that the town attorney recommended that it was best to keep that property zoning compliant and ask for this request for the flag lot.

Mark Sherman spoke to the committee about his concern for how the Planning Board can make a recommendation without a plan, even minimal. Spoke of concerns about trees being cut down on the property line. Does not want dusty gravel for the surface and to accommodate for drainage. Klein mentioned that a French drain can be installed. McDonald said that the drainage could be sub-surface.

Klankowski said there appears to be enough space to fit all the necessary pieces together within the 38 feet flag lot. Suggested putting the sidewalk next to the Sherman property to keep the flag lot farther away. McDonald suggested to pitch the road so drainage was only needed on one side.

Tygesen spoke about the town code about setbacks for buildings and structures and there is not code for driveways such as being discussed. The pole portion is meant for easement access. The regulations for setbacks are for the flag portion, not for the pole portion.

Olson and Scott Stewart Highway Superintendent met with Tompkins County Whole Health about the move of the septic tank in January 2025 and the town will handle the move of the septic tank and repair of line if needed. There will be a condition within the donation agreement that the septic tank will need to be moved before the driveway is put in.

Klankowski read the Planning Board Resolution No. 2026-005 A Resolution Recommending the Board of Zoning Appeals Grant an Area Variance for the Pritts 2 Lot Minor Subdivision.

Motion: Klankowski motioned to approve [Planning Board Resolution No. 2026-005 A Resolution Recommending the Board of Zoning Appeals Grant an Area Variance for the Pritts 2 Lot Minor Subdivision](#); McDonald seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Klein, aye.

Motion Carried.

Olson asked the board to give a recommendation to the BZA for permeable pavement. McDonald and Klein shared their experience of permeable pavement. It can be ok for parking, but there is maintenance for it that is required (vacuum the pores). If on a parking lot it can heave after freezing, cannot salt it. McDonald does like permeable porous concrete pavement (ex. at Taughannock Park at the Overlook), however there are still maintenance issues with this (cannot plow, must brush it). McDonald would not recommend permeable porous concrete pavement for a busy parking lot. Not worth permeable pavement, traditional blacktop would be best for the situation.

Board Member Reports

Karl recommends the board to look through the Comprehensive Plan draft.

Motion: Klein motioned to adjourn; McDonald seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Klein, aye.

Motion Carried.

ADJOURNED at 8:09PM

Lori Asperschlager
Planning Board Secretary