



Planning Board
Zoom Hybrid Meeting
Draft Meeting Minutes
April 21, 2026
Approved: _____

Board Members Present: Chair Karl Klankowski, Linda Liddle, Jeff McDonald, Mo Klein
Quorum Present
Applicants Present: Ken Kearnl
Applicants Present on Zoom: Maureen Foley, Andrew Sciarabba
Public Present on Zoom: None
Town Staff Present: Niels Tygesen, Lori Asperschlager

Proceedings

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

Approval of Agenda

Klankowski recommends discussing Old Business Item SPR2511-02: Foley Brenner Site Improvements first.

Motion: Liddle motioned to approve the amended agenda; McDonald seconded.

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

Motion Carried.

Board Member Reports

No Board Members in attendance

Approval of Past Minutes (April 7, 2026)

Motion: McDonald motioned to approve April 7, 2026 minutes; Klein seconded.

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

Motion Carried.

Privilege of the Floor

No members of the public were in attendance for privilege of the floor.

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

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

Motion Carried.

Old Business Items

SPR2511-02: Foley Brenner Site Improvements, Sketch Plan Review Continued

The applicant and property owners, Maureen Foley and Jason Brenner, propose site improvements including grading, replacement of existing stairs, and stormwater infrastructure and landscaping.

Andrew Sciarabba spoke on behalf of the review and no changes from the submission in 2025.

The Town Board will create the ODA during their April 28 meeting. The Planning Board will hold a public hearing at their May 5 meeting.

Motion: Klein to table the discussion until May 5; Liddle seconded.

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

SPR2401-02: Kearl Site Plan Amendment

The applicant and property owners, Kenneth and Patricia Kearl, applied for a site plan amendment for the subject site to permit civil work within the HpE steep slope overlay including grading, excavation, and fill of approximately 50cy, retaining walls, steps, rip-rap, gabions, and realignment of the driveway. The LS zone requires site plan approval from the Planning Board for excavation, grading, or fill greater than 10cy per the Code of the Town of Ulysses ([CTU 212-48.D.3](#)), and modification to previously approved site plans require Planning Board approval per [CTU 212-19.K](#).

Kearl gave a history of the project, which started with a site plan approval in 2018. The applicant has provided the board with all requested information from the previous review in 2024 (Stormwater Prevention Plan, Geological assessment, and planting plan).

Added to the current site plan: a pathway on the north end of the property to the current site plan, stone retaining wall to control erosion recommended by DEC, widen driveway at the north end of the property, add a raised garden on the north side of the property.

Klankowski asked if the intention was to still put a large stone staircase in. Kearl answered yes.

Kearl continued with the history of the project, stating in 2021 he became aware of the 2019 zoning law change and raised a question to the code enforcer if a permit was required for landscape changes to the property. He was told no permit required was for the landscaping changes. In 2023, had more work lined up, but neighbor to the north called the town to complain about the work and the town issued a stop work order. This matter ended up in litigation, initiated by the neighbor, for 5 years. The plan submitted to the planning board for tonight's meeting meets the judge's ruling.

Klein asked about the plans as both are dated January 24, 2024. In looking at the documents, McDonald noted the updated revision dates on the survey.

Discussion about the parking area, allowed per the judge's ruling, on the parcel for the neighboring to the north (350 SQFT).

The board will schedule a public hearing on May 5.

Liddle asked about the gravel pathway and the stairs and the reason for both which might cause more runoff. Klein stated that originally the pathway was a driveway but now it is smaller and there will be less runoff. The applicant will use landscape construction methods on the stairs to help reduce runoff.

Liddle asked about the planting plan for the area south of the house. Kearl stated it is a steep cliff with a mix of wild vegetation and doesn't plan to change that space. The area south of the concrete pad along the lake shore is grass.

Klein asked about the neighboring property's dock which is on Kearl's property. The use of the dock and access drive is in 1993 right of way agreement referenced in the deed.

Motion: Klein motioned to schedule a public hearing on May 5; McDonald seconded.

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

Kearl stated he will not do any work until the site plan is approved, but he has limestone blocks in the 350 SQFT area that is for the neighbor's use, and the court order requires him to move those. Is he allowed to move those? Tygesen did not think this would be an issue, he will confirm with the code enforcement officer if a temporary permit is needed.

Kearl would like to apply for a permit to construct a dock which ties into the concrete pad. Will follow the Army Corp of Engineering guidelines. Stormwater development plan specifies you must start construction on the dock 3 months after the permit is approved. This is concerning because he doesn't have control over dock builder's schedule. Tygesen stated the applicant could do another site plan amendment for the dock construction project. If there is a lag between the time the planning board gives approval and the construction permit, there is an extension a planning board can give. If necessary, once the construction permit is submitted speak to the code enforcement officer who can give an extension.

Board Member Reports

Klankowski had Tygesen share the information about Finger Lakes Land Trust holdings in Ulysses and the board briefly discussed.

The comprehensive plan has been turned over to the Town Board. Klankowski stated he reviewed the new draft that was released.

Klankowski has joined the Cayuga Lake Watershed Intermunicipal Org (CWIO) as a town representative.

Motion: Klein motioned to adjourn; Liddle seconded.

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

Motion Carried.

ADJOURNED at 7:48PM

Respectfully submitted by Lori Asperschlager, Planning Board Secretary

April 22, 2026