



Planning Board
Zoom Hybrid Meeting
Meeting Minutes Draft
May 6, 2025
Approved: _____

Board Members Present: Chair Karl Klankowski, Vice Chair Linda Liddle, Jeff McDonald, Bart Gragg, Simon Bernnard

Absent Board Members: Mo Klein

Quorum Present

Applicants Present: Hayden Brainard, Paula Maguire, Zach Boggs

Town Staff Present: Niels Tygesen, Mollie Duell

Members of the Public Present on Zoom: Tyler Sherman

Proceedings

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

Motion: Gragg motioned to appoint Bernnard as a voting member for the duration of the meeting; McDonald seconded.

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

Motion Carried.

Approval of Agenda

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

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Gragg, aye, Bernnard, aye.

Motion Carried.

Approval of Past Minutes

Motion: McDonald motioned to approve the April 1 meeting minutes as written; Gragg seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Gragg, aye, Bernnard, aye.

Motion Carried.

Privilege of the Floor

No members of the public addressed the Board.

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

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Gragg, aye, Bernnard, aye.

Motion Carried.

New Business Items

SPR2503-01: Maguire Change of Use, Sketch Plan Review

319 Pennsylvania Ave, Parcel Number 12.-2-9.4

The applicant, Paula Maguire, proposes a change of use of an existing building from a church to a community center. Per the Code of the Town of Ulysses (CTU) 212-38.E, community centers are permitted in the R zone but require site plan review pursuant to the provisions listed under CTU 212-19.

Maguire spoke about potential uses for the building after renovating it. It could be used for weddings at an affordable price and community center events. A commercial kitchen could host cooking classes, and

art events and art classes are also being considered.

McDonald asked if previous weddings had enough parking. Maguire was not sure. Chair Klankowski noted there are about 35 parking spaces, and parking lots and sidewalks are included in lot coverage on non-residential properties. BZA approval may be needed for footprint improvements, but the current proposal is only for interior renovations. Maguire explained that it would be nice to have a patio eventually, but that is not currently planned.

Liddle asked about building permit requirements. Tygesen stated that before the building permit can be issued, the Planning Board needs to approve the site plan.

Discussion ensued over landscaping and screening requirements. Maguire stated she is working with Cayuga Landscape. McDonald suggested planting trees on the south side of the lot.

Discussion ensued over holding a public hearing.

Liddle asked to see the original plans from the 1980s.

Tygesen confirmed that the permitted use would stay with the property if it is sold.

Motion: Bernnard motioned to schedule a public hearing for June 3; Liddle seconded.

Vote: Chair Klankowski, aye; Liddle, aye; McDonald, aye; Gragg, aye, Bernnard, aye.

Motion Carried.

MNSUB2503-01: Maguire 2 Lot Land Division, Sketch Plat Review

319 Pennsylvania Ave, Parcel Number 12.-2-9.4

The applicant and property owner, Paula Maguire, applied for a minor subdivision for the subject site to subdivide the existing 3.12 acre lot into two lots, Parcel '1' approximately 1.22 acres and Parcel '2' approximately 1.9 acres. The R zone requires a minimum lot area of 32,000 square feet, 200 feet of lot depth, and 160 feet of lot width at the front lot line per the Code of the Town of Ulysses (CTU) 212-40 for lots with public water, the subject site is served by Village water.

Maguire spoke about discussions with the neighbor about keeping the proposed subdivided land undeveloped. It could possibly be used for overflow parking or an event tent.

The Board discussed how the property could be utilized in the future if it is sold.

Brainard stated the deed restriction only says that a multi-family home cannot be constructed.

The Board discussed BZA application process and timeline.

Board Member Reports

No board members attended the meeting.

Chair Klankowski discussed when alternates are allowed to vote.

Chair Klankowski spoke about the first two draft chapters of the comp plan update that are ready to review.

Motion: Liddle motioned to adjourn; Gragg seconded.

Vote: Gragg, aye; McDonald, aye; Liddle, aye; Chair Klankowski, aye; Bernnard, aye.

Motion Carried.

ADJOURNED 8:13 PM

Mollie Duell
Planning Board Secretary

DRAFT