



Planning Board
Zoom Hybrid Meeting
Meeting Minutes Draft
July 1, 2025
Approved: _____

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

Quorum Present

Applicants Present: Spencer Schaffner, Melissa Littlefield, Christina Gonzalez

Town Staff Present: Niels Tygesen, Mollie Duell

Members of the Public Present:

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; Gragg seconded.

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

Motion Carried.

Approval of Past Minutes

Motion: Liddle motioned to approve the May 6 meeting minutes as written; McDonald seconded.

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

Motion Carried.

Motion: Klein motioned to approve the June 3 meeting minutes as written; Liddle seconded.

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

Motion Carried.

Privilege of the Floor

No members of the public addressed the Board during privilege of the floor.

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

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

Motion Carried.

New Business Items

**MNSUB2506-01: Schaffner Littlefield 2 Lot Land Division, Sketch Plat Review
4296 Krums Corners Road, Parcel Number 7.-2-18.2**

The applicant and property owner, Spencer Schaffner and Melissa Littlefield, applied for a minor subdivision for the subject site to subdivide the existing 48.91 acre lot into two lots, northern lot would be approximately 28 acres and southern lot would be approximately 20.7 acres. 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.

Motion: Klein motioned to schedule the public hearing and final plat review on July 15; Liddle seconded.

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

Motion Carried.

SPR2506-01: Balakrishnan Menon, Renovation and Addition to Existing Dwelling Unit, Sketch Plan Review

99 Maplewood Road, Parcel Number 29.-1-1

The applicant, Christina Gonzalez, on behalf of the property owners, Jeetu & Purnima Balakrishnan, proposes a renovation and addition to an existing detached dwelling unit. Per the Code of the Town of Ulysses (CTU) 212-43.A, 'single-family residences' and their accessory structures are permitted in the LS zone but require site plan review by the Planning Board when located in a steep slope or unique natural area (UNA).

Gonzalez described the history of the property. The owners aim to bring the house up to code and add some area to the second story.

Klein asked if there are plans for runoff. Gonzalez stated there is nothing planned now but this can be added. The septic system will be assessed. There are no intentions to remove trees unless needed to access the septic system. Klein requested a topographic map.

Board Member Reports

Chair Klankowski spoke about maps created by Tompkins County and new home build data retrieved from the assessment department in relation to the comp plan update.

The board discussed training opportunities for 2025.

Chair Klankowski reviewed discussions about stream data.

Motion: Klein motioned to adjourn; Liddle seconded.

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

Motion Carried.

ADJOURNED 7:37 PM

Mollie Duell
Planning Board Secretary