



Planning Board
Zoom Hybrid Meeting
Draft Meeting Minutes
July 7, 2026
Approved: _____

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

Board Members Absent: Chair Karl Klankowski

Quorum Present

Applicants Present: None

Public Present: None

Town Staff Present: Niels Tygesen, Lori Asperschlager

Town Board Member Present: None

Proceedings

Acting Chair Linda Liddle called the meeting to order at 7:01 PM at Town Hall.

Approval of Agenda

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

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

Motion Carried.

Board Member Reports

No Board Members in attendance

Approval of Past Minutes

Motion: McDonald motioned to approve June 16, 2026 minutes; Klein seconded.

Vote: Vice Chair 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; McDonald seconded.

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

Motion Carried.

New Business Items

SPR2606-01: Caward Detached Accessory Building, Sketch Plan Review

The applicant and property owner, Bruce Caward, proposes to install a new pre-built shed on the property. Per the Code of the Town of Ulysses (CTU) 212-52 accessory buildings are permitted in the CZ zone but require site plan review when within a unique natural area (UNA) and/or a slope overlay area, pursuant to the provisions listed under CTU 212-19.

The board briefly discussed the sketch plan review. Would like the applicant to include where the rainwater would go and would they be installing gutters on the shed in the final site plan review.

Tygesen confirmed that a public hearing is not required by law and it is at the discretion of the board. The board decided not to hold a public hearing.

Motion: Klein motioned to table until the final site plan review; McDonald seconded.

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

Motion Carried.

Tygesen said that even though there would be no public hearing a public notice of either a notice board of a mailer does need to be done. The board chose to have a notice board put up.

Board Member Reports

None

Motion: Klein motioned to adjourn; McDonald seconded.

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

Motion Carried.

ADJOURNED at 7:06 PM

Respectfully submitted by Lori Asperschlager, Planning Board Secretary

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