TOWN OF ULYSSES
PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner   **PROJECT NUMBER:** SPR2511-02
DATE: November 25, 2025   **PROJECT ADDRESS:** 1191 Taughannock Blvd
MEETING DATE: December 2, 2025   **PARCEL NUMBER:** 30.-3-9
SUBJECT: Foley Brenner Site Improvements   **ZONING:**   LS: Lake Shore Zone, Slope Overlay
    Sketch Plan Review   HzE (Hudson and Dunkirk soils, 20
    to 45 percent slopes)

INTRODUCTION

The applicant and property owners, Maureen Foley and Jason Brenner, proposes site improvements including grading, replacement of existing stairs and stormwater infrastructure, and landscaping. Per the Code of the Town of Ulysses (CTU) 212-43.A, Single-family residences and accessory structures are permitted in the LS zone, but require site plan review when within a unique natural area (UNA) and/or slope overlay area, pursuant to the provisions listed under CTU 212-19. Per CTU 212-48.D.3, excavation, grading or filling of more than 10 cubic yards is also subject to site plan approval when within a slope overlay in the LS zone

PROCESS

During this sketch plan review, the Board should review the proposal in respect to state law pertaining to site plan review, local laws and regulations, provide comments and direction to the applicant on any additional required items to be submitted, determine whether a public hearing will be required, and determine the public notice procedure. The project is not subject to SEQR per 6 CRR-NY 617.5.c.11, and is exempt from 239 review per the Inter-Governmental Agreement with Tompkins County.

REQUEST TO THE PLANNING BOARD

Review the information in this memo, the submitted application materials; create a checklist of additional items the Board will require if any from the applicant in order to facilitate its deliberations, determine whether a public hearing will be required, and determine which of the following public notice procedures will be required if a public hearing will not be required: posting of the subject site and/or notice to property owners within 500' of the subject property.