



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: January 15, 2026
MEETING DATE: January 20, 2026
SUBJECT: Wilson Accessory Dwelling Unit
Sketch Plan Review

PROJECT NUMBER: SPR2512-01
PROJECT ADDRESS: 1587 Taughannock Blvd
PARCEL NUMBER: 18.-1-1.4
ZONING: LS: Lake Shore Zone, Slope Overlay
Ro (Rock outcrop)

INTRODUCTION

The applicant and property owner, Victoria Wilson, proposes a renovation of an existing detached accessory building into a 2-story accessory dwelling unit. The first floor will be built on the existing foundation footprint and will have a small kitchenette and eating area. The second floor will have a bedroom, bathroom, deck, and stairs. Per the Code of the Town of Ulysses ([CTU 212-44.A.2](#)), accessory dwelling units are permitted in the LS zone, but require site plan review when within a slope overlay area, pursuant to the provisions listed under [CTU 212-19](#). The proposal will require variance(s) from the Board of Zoning Appeals, permit approval from Tompkins County Whole Health for connection to an existing septic system via a proposed new sewer line, and appears will require a floodplain development permit as it appears support posts for the second-floor deck are located within the 385.6 flood elevation.

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 subject to SEQR for which the Planning Board will act as Lead Agency (LA) and should consider giving due notice to involved and interested agencies in order to start the environmental review process.

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, 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, assess Part 1 of the SEAF, and consider giving notice of intent to act as LA.