



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: June 30, 2026
MEETING DATE: July 7, 2026
SUBJECT: Caward Sketch Plan Review

PROJECT NUMBER: SPR2606-01
PROJECT ADDRESS: 1282 Taughannock Blvd
PARCEL NUMBER: 27.-4-7
ZONING: CZ: Conservation Zone, Maplewood Glen and Lake Slopes UNA and Hudson and Dunkirk soils (20 to 45 percent slopes) slope overlay

INTRODUCTION

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.

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 SEQRA per [6 CRR-NY 617.5.c.12](#), 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; [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.