

Zoom ID # 4118425407

**VILLAGE OF CAYUGA HEIGHT  
JOINT MEETING OF THE BOARD OF  
TRUSTEES & PLANNING BOARD**

**December 9th 2025  
7:00 p.m.**

**Present:** Mayor Woodard; Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton; Planning Board Chair Cowett; Planning Board Members: Johnston, McMurry, Quaroni, and Segelken; Superintendent of Public Works Cross; Village Attorney Shah; Village Clerk Walker.

**1. Call to Order:** Mayor Woodard calls the meeting to order at 7:01 p.m.

- Mayor Woodard states that she will turn the meeting over to Village Planning Board Chair Cowett to conduct SEQR.
- Planning Board Chair Cowett states that the applicant has provided the SEQR short form part one, but we will also need to discuss parts two and three.
- Mayor Woodard states that we will first need to approve the meeting minutes from the November 12, 2025, Joint meeting.

**Resolution: 9922**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the November 12, 2025, Board Meeting Minutes as presented.

Motion: Trustee Biloski

Second: Trustee Conway

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: Salton

**Motion Carried**

**2. Privilege of the Floor:**

- Mayor Woodard states that we will open the Public Hearing since most members of the public are here to speak to this project.
- Mayor Woodard opens the Public Hearing at 7:05 p.m.

Village resident Curt Ashman of 398 E. Upland states that he has been involved in discussions about this property since 2007.

Village resident C. Ashman states that he is still not in favor of the project; he is concerned about the environment and character of the neighborhood, and most of all, the effects of water flowing from this property.

Village resident C. Ashman states that he also has not heard of anyone publicly stating they are in favor of this

project. If the Boards are aware of anything, we would like to know.

- Mayor Woodard states that she has not heard from anyone. It seems to be the case that those who are against it speak up, and those who don't care or think it is fine do not express themselves.
- Trustee Salton states that the people he spoke to when he first ran for Trustee informed him that the community corners are a bit tired. It has old shops and restaurants.
- Trustee Salton states that when we were discussing the Village Comprehensive Plan, there was a discussion to expand the commercial zone, which included this exact property. It did not happen, but it doesn't change the fact that we have a responsibility to carefully consider any project that comes before us.
- Planning Board member Johnston states that there was an interesting article in the press on how the county has fallen quite short on housing goals. Particularly on smaller-sized single-family units.

<https://ithacavoice.org/2025/12/tompkins-falls-short-on-most-of-its-housing-goals/>

Village resident J. Barr of 3 Triphammer Lane states that the traffic on E. Upland Rd. is terrible. People speed and do not obey the signage. She has had issues with water drainage associated with E. Upland Rd.

Village resident J. Barr states that putting a condo project in is only going to add to the traffic.

Village resident C. Ashman states that he is in favor of development as long as it is within the guidelines set.

- Planning Board Chair Cowett states that the applicant has already completed Part 1 of the Short Environmental Assessment Form and submitted it to the Board of Trustees.
- The Board discussed the project in relation to the State Environmental Quality Review Act (SEQRA) and reviewed the applicant's responses to the questions in Part 1 of the SEQRA short form read by Planning Board Chair F. Cowett.
- The Board accepted the majority of the applicant's responses and made the following comments and corrections:
  - Corrected the Brief Description of Proposed Action to read "a 6.12-acre site adjacent to the Corners Community Shopping Center."
  - Added "Forest" to land uses that occur on, are adjoining, or near the proposed action in Question 4, due to the treed area in the southern part of the site adjacent to Lowell Place.
  - Noted in Question 5a that townhouses are not an allowed use under current zoning regulations;
  - Noted in Question 5b that Objectives EC1.3, HO1.1, and HO1.2 of the Village's Comprehensive Plan advocated re-invigorating the Community Corners area as the economic and social hub of the

Village, updating zoning regulations to meet Village needs, and encouraging residential development in the Community Corners area;

- Agreed that Question 6 should be answered Yes because the site of the proposed project is adjacent to Carriage House Apartments and the Corners Community Shopping Center.
- Agreed in Question 8a that the proposed action will not result in a substantial increase in traffic because it would be unlikely to generate 100 peak-hour vehicle trips;
- Confirmed with the applicant in Question 9 that the proposed action will meet NYS energy code requirements;
- Added a comment in Question 13 that the wetland on site has been designated by the NYSDEC as a wetland of unusual importance because it is located within a 2020 US Census Designated Urban Area
- Added “Forest” to habitat types occurring on the project site in Question 14;
- Corrected Question 17b from No to Yes because, per Code Enforcement Officer B. Cross, the stormwater containment system planned for the site will discharge stormwater into the Village’s stormwater system under certain circumstances, such as an intense precipitation event.
- Agreed that Question 18, after some discussion as to the precise meaning of the question, should be answered No, in part because the proposed stormwater containment system is intended for detention and not retention; and
- Noted in Question 19 that, while the site is not the location of an active or closed solid waste management facility, it was filled with excavated soil from the original construction of the Corners Community Shopping Center.

## Short Environmental Assessment Form Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Upland Road Estates			
Project Location (describe, and attach a location map): Located on E. Upland Rd. Tax Parcels 10-41.4, 10-4.9.12			
Brief Description of Proposed Action: The Proposed action seeks to develop ten 2-story, 3 -bedroom single family townhouses on a 6.13 acre site adjacent to Community Centers in the Village of Cayuga Heights. The proposed development retains the existing natural condition of the majority of the site, disturbing .51 out of 6.13 acres.			
Name of Applicant or Sponsor: Graham Feltham		Telephone: 607-229-9665 E-Mail: <a href="mailto:fftham@withthamdesgn.com">fftham@withthamdesgn.com</a>	
Address: 404 N. Cayuga St			
City/PO: Ithaca	State: New York	Zip Code: 14850	
1. <u>Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?</u> If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
2. <u>Does the proposed action require a permit, approval or funding from any other government Agency?</u> If Yes, list agency(s) name and permit or approval: Village of Cayuga heights-Zoning Change-Planning Development Zone			YES <input checked="" type="checkbox"/>
3. a. <u>Total acreage of the site of the proposed action?</u> _____ 6.13 acres b. <u>Total acreage to be physically disturbed?</u> _____ .51 acres c. <u>Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?</u> _____ 6.13 acres			
4. <u>Check all land uses that occur on, are adjoining or near the proposed action:</u> <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

<p>5. Is the proposed action,</p> <p>a. <u>A permitted use under the zoning regulations?</u></p> <p>b. <u>Consistent with the adopted comprehensive plan?</u></p>	NO	YES	N/A
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>6. <u>Is the proposed action consistent with the predominant character of the existing built or natural landscape?</u></p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>7. <u>Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?</u></p> <p>If Yes, identify: _____</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>8. a. <u>Will the proposed action result in a substantial increase in traffic above present levels?</u></p> <p>b. Are public transportation services available at or near the site of the proposed action?</p> <p>c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>9. <u>Does the proposed action meet or exceed the state energy code requirements?</u></p> <p>If the proposed action will exceed requirements, describe design features and technologies:</p> <p>_____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>10. <u>Will the proposed action connect to an existing public/private water supply?</u></p> <p>If No, describe method for providing potable water: _____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>11. <u>Will the proposed action connect to existing wastewater utilities?</u></p> <p>If No, describe method for providing wastewater treatment: _____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>12. a. <u>Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?</u></p> <p>b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>13. a. <u>Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?</u></p> <p>b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?</p> <p>If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____</p> <p>Wetland Identified by NYSDEC as a wetland of unusual importance because it is located within a 2020 US Census Bureau Designated Urban Area</p> <p>_____</p> <p>_____</p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	



**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources to confirm data provided by the Mapper or to obtain data not provided by the Mapper.

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No

•The Board moved on to the SEQR questions in Part 2 of the SEQRA short form read by Planning Board Chair F. Cowett.

•The Board found for questions 1 through 11 that the project would have no environmental impact or the environmental impact of the project would be small, and made the following comments:

- Noted in Question 1 that the proposed action is consistent with the Village’s Comprehensive Plan, but conflicts with existing zoning, although zoning also allows the creation of a Planned Development Zone to remedy those conflicts;
- Noted in Question 2 that 0.51 acres of the site, which is currently undeveloped, will be developed intensively, but the remainder of the 6.13-acre site will not be developed, and that the overall environmental impact of the project on the entire site will be small.

- Noted in Question 3 that the project, which is residential in character, occupies a transition zone between single-family residences and commercial and apartment residential development, and that the impact on the character or quality of the existing community will be small.
- Noted in Question 9 that the project does not disturb the one hundred foot buffer of the wetlands, but driveway access to East Upland Road will impinge on the double row of mature evergreen trees along East Upland which provide a buffer for the single family residences located there, and minimizing the loss of trees should be prioritized so that any adverse change to natural resources will be small;
- Noted in Question 10 that there have been flooding issues on East Upland Road impacting the residences located there, and the applicant should work with the Village to minimize the potential for any stormwater-related impacts associated with the project; and
- Noted in Question 11, the potential for light trespass from a previously undeveloped site to the neighboring residences on East Upland Road, which the applicant can mitigate through Dark Sky-compliant exterior lighting.

**Agency Use Only [If applicable]**

<b>Project:</b>	
<b>Date:</b>	

*Short Environmental Assessment Form  
Part 2 - Impact Assessment*

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Agency Use Only [If applicable]

Project:

Date:

### Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- (1) The applicant should work with the Village to mitigate the impact of stormwater runoff;
- (2) The number of trees and other vegetation to be removed should be minimized; and
- (3) All exterior lighting should be Dark Sky compliant to minimize light disruption to neighboring properties.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Board of Trustees, Village of Cayuga Heights

December 9/ 2025

Name of Lead Agency

Date

Linda Woodard

Mayor

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

*Linda Woodard*

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

**Resolution: 9923**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees has determined, based on the information and analysis of the findings in the Short Environmental Assessment Form Parts 1-3, that the proposed action will not result in any significant adverse environmental impact.

Motion: Trustee Robinson

Second: Trustee Salton

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

**Motion Carried**

- Mayor Woodard closes the Public Hearing at 8:32 p.m.
- B. Cross states that the next step is for the developer to submit a draft PDZ language for this project.
- Mayor Woodard adjourns the meeting at 8:32 p.m.