

March 9, 2026

Minutes of the Regular Monthly Meeting of the Town of Otisco held on March 9, 2026 at 7:00 PM at the Otisco Town Hall, 1924 Barker Street, with the following members present:

PRESENT: Supervisor Glenn R. Hall
Councilman Jesse Spaulding
Councilman Roger Volles
Councilman Tyler Knapp
Councilman Doug LaFrance

OTHERS PRESENT: Thomas Chartrand, Financial Advisor; Douglas Hoffman, Highway Superintendent; Craig Billinson, Attorney for the Town; Cheryl Brunet, Town Clerk; Mandie Young Deputy Town Clerk; and 14 others.

PUBLIC HEARING ON AMBER BEACH ROAD VARIANCE REQUEST

Motion was made by Councilman Spaulding and seconded by Councilman LaFrance to open the Public Hearing on the Amber Beach Road Variance request.

Brian Manthey, architect, presented the challenges associated with constructing a home at 206 Amber Beach Road, noting that the 2025 setback requirement of 10 feet from the property line is difficult to meet on a 40-foot-wide lot. The proposed setback would be approximately 7' on the north and 7' on the south. Elevations were designed with consideration of the neighbors.

The neighboring property owner at 204 Amber Beach Road attended the hearing and expressed support for the project.

Motion was made by Councilman Knapp and seconded by Councilman Spaulding to close the Public Hearing on the Amber Beach Road Variance Request.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

REGULAR MONTHLY TOWN BOARD MEETING

**Town of Otisco
Town Board Resolution
Approval of Variance from Side Yard Setback Requirements
Local Law No. 7 of 2025**

Resolution #22, 2026

At a Regular Meeting of the Town Board of the Town of Otisco, held at the Town Hall, 1924 Barker Street, Tully (Otisco), New York, on March 9, 2026.

Background

WHEREAS, Amber Lake House, LLC (Schneid Fish Camp) (the “Applicant”) is the owner of property located at 206 Amber Beach Road, Marietta, New York, Tax Map No. 004.-01-15.1 (the “Property”); and

WHEREAS, the Applicant submitted a variance application pursuant to Town of Otisco Local Law No. 7 of 2025 seeking relief from the minimum ten (10) foot side yard setback requirement set forth in §5(b)(i) of said Local Law; and

WHEREAS, the Property is a lakeside parcel measuring approximately forty (40) feet in width and approximately 220 feet in depth; and

WHEREAS, the existing structure on the Property is a pre-existing nonconforming structure with side yard setbacks of approximately 3.62 feet (north) and 8.87 feet (south); and

WHEREAS, the proposed replacement residence will provide side yard setbacks of approximately 6.67 feet (north) and 7.33 feet (south); and

WHEREAS, notice of the Public Hearing was duly published and the Applicant provided written notice to property owners within five hundred (500) feet of the Property in accordance with Local Law No. 7 of 2025, and proof of mailing was filed with the Town; and

WHEREAS, the Town Board conducted a duly noticed Public Hearing on March 9, 2026, at which all interested persons were given an opportunity to be heard; and

WHEREAS, the Town Board has reviewed the variance application, supporting documentation, site plans, survey, and the record of the Public Hearing;

NOW, THEREFORE, BE IT

RESOLVED:

That the Town Board makes the following findings pursuant to §7 of Local Law No. 7 of 2025:

FINDINGS OF FACT

1. Hardship / Practical Difficulties-The Town Board finds that strict application of the ten (10) foot side yard setback requirement relative to the proposed construction at the Property would result in practical difficulties due to the unique physical characteristics of the Property, including:

- The narrow forty (40) foot lot width;
- The lakeside location and established development pattern;
- The fact that compliance with the full ten (10) foot setbacks would consume fifty percent (50%) of the lot width;
- The timing of adoption of Local Law No. 7 of 2025 after substantial completion of the project design.

2. Not Self-Created Hardship-

The Town Board finds that the hardship is not self-created. The lot dimensions pre-exist the Applicant's ownership and were not created or altered by the Applicant. The existing structure is more nonconforming than the proposed structure, and the proposal improves existing side yard setbacks. The need for relief arises from lot geometry and regulatory timing rather than voluntary action of the Applicant.

3. Reasonable Alternatives-

The Town Board finds that reasonable alternatives were explored. The proposed design re-orientes and improves side yard setbacks from existing conditions while maintaining compliance with the New York State Residential Code fire separation requirements. Strict compliance would require substantial redesign and would unreasonably restrict the reasonable use of the Property as a single-family lakeside residence.

4. Public Health, Safety, and Welfare-

The Town Board finds that granting the requested variance will not adversely affect public health, safety, or welfare. Specifically:

- The proposed structure complies with applicable New York State Residential Code separation requirements;
- The septic system has been approved by the Onondaga County Department of Health;
- Emergency access via Amber Beach Road will not be impaired;
- The replacement of an older structure and septic system improves environmental conditions.

5. Neighborhood and Site Impacts-

The Town Board finds that the proposed structure replaces an existing residential camp and does not intensify use of the Property. The requested relief is limited and does not produce significant adverse impact on adjacent properties or neighborhood character.

6. Minimum Necessary Relief-

The Town Board finds that a variance granted herein represents the minimum relief necessary to allow reasonable use of the Property. The proposed side yard setbacks improve upon the existing nonconforming conditions.

DETERMINATION

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Town Board of the Town of Otisco hereby:

APPROVES the variance application of Amber Lake House, LLC to permit side yard setbacks of approximately 6.67 feet (north) and 7.33 feet (south) for the construction of a single-family residence at 206 Amber Beach Road, Tax Map No. 004.-01-15.1.

The variance shall run with the land and shall apply only to the specific structure and design presented.

CONDITIONS OF APPROVAL

This approval is subject to the following conditions:

1. Construction shall be substantially in accordance with the site plan dated December 11, 2025, and all materials submitted with the variance application.
2. Any further expansion or modification affecting setback compliance shall require additional review and approval by the Town.
3. All applicable building permits and regulatory approvals shall be obtained prior to commencement of construction.
4. If the structure is not constructed or modified as provided in the approved variance within 12 months of the date of this Resolution granting variance approval, the variance shall expire and be of no force or effect unless extended by the Town Board for good cause shown.
5. The cost of publication of the Notice of Public Hearing in the amount of \$84.76 shall be reimbursed to the Town within 10 days of the adoption of this Resolution and the cost of mailing notice to affected property owners shall be borne by the applicant.

Motion made by: Councilman Spaulding **seconded by:** Councilman Knapp

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

The minutes of the February 9, 2026, Regular Monthly Town Board Meeting have been distributed via email to all members of the town board by the Town Clerk prior to the meeting.

Motion was made by Councilman LaFrance and seconded by Councilman Volles to accept the February 9, 2026 minutes.

All in favor, motion carried
(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

HIGHWAY SUPERINTENDENT'S REPORT:

Decent winter
Several breakdowns
Salt and sand are holding out
Getting ready for summer maintenance
Tree work continues

SUPERVISOR'S REPORT:

Thomas Chartrand, Financial Advisor gave an overview of the monthly spending and revenue for February 2026. Supervisor Hall gave a brief explanation of the fire district budget, and its impact on the taxes raised by the town.

Motion was made by Councilman Spaulding and seconded by Councilman Knapp to accept the February Supervisors Report.

All in favor, motion carried
(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Motion was made by Councilman LaFrance, seconded by Councilman Spaulding to approve the audit of the supervisor's records.

All in favor, motion carried
(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Advisor Chartrand stated that he filed the Town of Otisco Annual Financial Report

with the State of New York with Supervisor Hall's assistance.

Motion was made by Councilman LaFrance and seconded by Councilman Spaulding that the annual report was filed with the New York State Comptroller's Office and that the Town Clerk will initiate a public notice to that effect and indicating the hard copy will be available at the Town Offices during normal office hours.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Advisor Chartrand mentioned that per federal regulations, the bank will be requiring an ACH policy by June 2026, and is waiting further guidance on this.

Business Discussion

Clearpath/Fassler Solar Project – Elizabeth Weatherby and Tim Knowles were in attendance to answer questions regarding the project which covers approximately 35 acres west of the Lords Hill Apartments. Attorney Billinson reported that the decommissioning plan is comprehensive and includes all the required approvals although he questioned if the decommissioning bond was adequate and whether potentially 25-year-old solar panels and equipment had any salvage value. Ms. Weatherby and Mr. Knowles agreed to review the matter further, including potential salvage value. Additional topics discussed included the need for a traffic plan for construction vehicles entering and exiting a 55-mph roadway, the measures to be taken to remove mud tracked by construction vehicles onto the highway, as well as planned tree removal.

Town of Otisco Motion and Resolution – SEQRA Lead Agency Clear Path Energy Solar Project

Motion for SEQRA Lead Agency Appointment-

Request for a motion that the Town Board of the Town of Otisco declare its intent to act as Lead Agency under the State Environmental Quality Review Act (SEQRA) for the proposed Clear Path Energy Solar Project, and direct that a Notice of Intent to Act as Lead Agency be sent to all potentially involved agencies along with the applicant's Full Environmental Assessment Form (Part 1), allowing thirty (30) days for any response.

Motion made by: Councilman Knapp

Seconded by: Councilman Spaulding

Resolution #23 of 2026

**RESOLUTION DECLARING THE TOWN BOARD'S INTENT TO ACT
AS LEAD AGENCY UNDER SEQRA FOR THE CLEAR PATH ENERGY SOLAR
PROJECT**

WHEREAS, the Town Board of the Town of Otisco has received an application for the development of a solar energy facility proposed by Clear Path Energy within the Town of Otisco; and

WHEREAS, the proposed project constitutes a Type I Action under the State Environmental Quality Review Act (SEQRA), requiring environmental review prior to approval; and

WHEREAS, the Town Board has determined that the proposed action should undergo a coordinated review with other potentially involved agencies pursuant to 6 NYCRR Part 617;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Otisco hereby declares its intent to act as Lead Agency for the coordinated SEQRA review of the proposed Clear Path Energy Solar Project; and

BE IT FURTHER RESOLVED, that the Town Board directs the Town Supervisor, Town Clerk, and Attorney for the Town to circulate a Notice of Intent to Act as Lead Agency to all potentially involved agencies together with the applicant's Full Environmental Assessment Form (Part 1) and supporting materials; and

BE IT FURTHER RESOLVED, that such agencies shall be given thirty (30) days to respond with any objection to the Town Board serving as Lead Agency or to request involved agency status.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Adopted: March 9, 2026.

Supervisor Hall read a list of New York, Onondaga County and local departments, agencies and public utilities that will be notified. May is the projected date for the public hearing to give all potential entities an opportunity to respond. Construction is anticipated to begin in the

fall of 2026.

Otisco Lake Community Association

Timothy Creamer updated the Town Board regarding grants that have become available to assist in reopening the summer program at the Otisco Lake Community Center while also including the means to establish a day care center in the facility. The interior and exterior would be updated, while maintaining the original character of the building. Kathleen Gardiner illustrated the plans for the day care center and updating the playground and addressing the issues with the grounds.

New member of the Board of Assessment Review (BAR)(Grievance Board) appointment was discussed. There are some scheduling issues, hopefully to be resolved by April.

Supervisor Hall announced that there will be revisions to the noise ordinance specifically hours of operation and decibel levels. Attorney Billinson suggested that we put the change before the Onondaga County Planning Board. He should have a draft available in April and potentially schedule a public hearing for May.

Motion was made by Councilman Volles, seconded by Councilman Spaulding to schedule a public hearing at the town board meeting on April 13 at 7:00 pm to extend the Commercial Moratorium for six months to allow time to complete the new SEQRA.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Motion was made by Councilman LaFrance, seconded by Councilman Knapp to approve the bank reconciliation.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Motion was made by Councilman Spaulding and seconded by Councilman LaFrance to pay these bills out of the proper funds. They are General Abstract # 3 in the amount of \$18,758.92 and Highway Abstract # 3 in the amount of \$40,967.44.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Motion to Adjourn was made by Councilman Volles and seconded by Councilman Spaulding at 8:11 PM.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

Respectfully submitted: _____
Cheryl Brunet, Town Clerk