

Town of Cazenovia Planning Board

Meeting Minutes

January 6, 2026

Members Present: Robert Ridler, Chairman; Anne Ferguson; Linda Cushman; Dale Bowers; Thomas Clarke; Roger Cook; Eric Jerabek

Members Absent: Jerry Munger, Alternate Member; Thomas Schepp, Alternate Member;

Others Present: Wendy Loughnot, Esq; John Dunkle; Chuck Ladd; Ronald Chiarello; Patricia Chiarello; David Jureller; Margaret Jureller; Daniel Manning; Sheila Fallon

R. Ridler called the meeting to order at 7:30 P.M.

Roll was taken.

The next regularly scheduled meeting will be Thursday, February 5, 2026.

The next deadline day will be Wednesday, January 21, 2026.

The next regularly scheduled work session will be Thursday, January 29, 2026.

Motion by T. Clarke, seconded by A. Ferguson, to approve the December 4, 2025 meeting minutes was carried unanimously.

HEARINGS

*Chiarello Family Trust/Ronald & Patricia Chiarello — Minor (1) Subdivision –
File # 25-1607 (Rober Cook) 2378 & 2382 Damon Road, New Woodstock
7:31 PM*

Ronald and Patricia Chiarello were present to represent the file.

R. Cook thanked the Applicants for submitting their maps which he had reviewed and he commented, "They look fine," saying they meet the current requirements for the subdivision.

R. Chiarello said the drawings were similar to what was proposed at the first meeting, with all three (3) lots having 250 feet of road frontage, and all three (3) lots having 3+ acres (the new lot being created between two [2] existing lots).

A. Ferguson asked if there were any updates regarding any covenants that were in place for the lots (as part of the original Damon subdivision).

R. Chiarello answered, "No," elaborating they plan to approach Mary Damon (a local surviving heir of the Damon family).

P. Chiarello added they plan to obtain a letter signed by Ms. Damon stating she is fine with the creation of this new lot. She explained they have already received verbal confirmation from Ms. Damon for the proposal, but they would add a notarized letter to the record. She said title searches and other research has produced no further information regarding any covenants for the property.

R. Cook reminded the Board that at the last meeting attended by the Applicants, John Langey had indicated any private covenants that might exist would not impact the Board's ability to approve of the creation of the new lot. He said the minutes for this project will reflect the Board's awareness of the possibility of private covenants.

Motion by R. Cook, seconded by T. Clarke, to open the public hearing was carried unanimously.

R. Ridler invited public comment at this time.

Hearing no comment, motion by E. Jerabek, seconded by T. Clarke, to close the public hearing was carried unanimously.

Motion by R. Cook, seconded by A. Ferguson, to approve the subdivision for one newly created lot as most recently submitted was carried unanimously.

LAND DISTURBANCE/SITE PLAN REVIEW/SUBDIVISION

*Duke, Spencer & Danielle — Site Plan Review – 4310 Route 92, Cazenovia
File # 25-1565 (Linda Cushman)*

7:34 PM

No one was present to represent the file.

L. Cushman believed the Board should continue the file or discuss with Legal Counsel what the next step should be since a letter was sent to the Applicants but no communication had been received since.

R. Ridler said he had spoken with John Langey earlier today and it was Mr. Langey's opinion that the Board could wait for Mr. Duke to respond, and it would be Mr. Ladd's decision how to proceed regarding the mitigation of the unapproved work that had been done.

Motion by L. Cushman, seconded by A. Ferguson, to continue the file was carried unanimously

*The Lake House In Caz, LLC — Site Plan Review – 4273 Syracuse Road, Cazenovia
File # 25-1596 (Linda Cushman)*

7:35 PM

No one was present to represent the file.

L. Cushman explained nothing new had been submitted and she presumed the Applicant was delaying the planting plan since it was not the season to plant.

A. Ferguson asked how many months had passed since the Applicant had attended.

It has been three (3) months.

A. Ferguson asked if a letter (of intent) should be sent.

D. Bowers thought another month would be appropriate.

Motion by L. Cushman, seconded by E. Jerabek, to continue the file was carried unanimously.

Jureller, David & Margaret – Site Plan Review – 2030 Sunset Drive, Cazenovia
File # 25-1610 (Dale Bowers)

7:36 PM

David and Margaret Jureller were present to represent the file, as was their architect, Daniel Manning.

D. Bowers explained the location of the camp on Sunset Lane which was on the lake side of the drive. He said the Applicants were only in for site plan review since they will be removing the entire structure and rebuilding a new structure in the exact same footprint. He pointed out the lot was .089 acres and the proposal was to have a 3-story house on this extremely small parcel.

D. Bowers then outlined the conditions he felt would be appropriate for an approval for this project, the first being that because of the historical significance of the existing structure which was an ice house for the railroad that was later remodeled to become a camp, photographs of the structure from the four (4) sides should be submitted to the file for the historical record. He then asked that the Applicants address the height issue to ensure it would be less than the 35-foot-maximum height standard. He also asked that all exterior lighting would be dark-sky compliant. He stated the survey that was submitted for the file was adequate, but he recommended the Board require either the footings be pinned by a surveyor for the new construction to ensure the corners of the building would be accurate, or be surveyed after construction.

D. Bowers said the final consideration was regarding the septic system on this small lot. He said there currently was no septic system, only a holding tank. Mr. Cook had documentation from the Town Code regarding the usage of holding tanks, referring to Appendix 75A of the New York Department of Health (DOH). His final condition was that those guidelines be followed for this site, which he assumed Mr. Ladd would have followed regardless.

T. Clarke asked the number of bedrooms that would be in the new structure.

D. Bowers answered there would be two (2) bedrooms.

R. Ridler asked how many bathrooms would be in the new house.

D. Bowers answered there would be one (1) bathroom.

M. Jureller clarified there was a septic system for the property when they purchased it.

D. Jureller explained the septic tank had collapsed, so they expanded the capacity by two-fold and now it was a holding tank which they pump every 1-2 years.

D. Manning added the holding tank was two (2) years old.

D. Jureller thought the tank was older than two (2) years.

T. Clarke asked the size of the tank.

D. Manning and D. Jureller answered it was 1000-gallon tank.

R. Ridler asked if they would be placing that tank or using it for the new structure.

D. Jureller and D. Manning answered they would be using the existing tank.

D. Manning said the new structure would have the same number of bedrooms as the existing structure.

D. Bowers stated Madison County DOH had approved the tank since there was no septic system.

A. Ferguson asked how close to the lake was the camp.

D. Bowers answered they were “right on top of it.” He said there was no yard between the building and the lake.

D. Manning repeated they would be using the exact footprint of the existing house. He said the deck was at the water's edge.

D. Bowers repeated that because they would be building in the same footprint, the Board was required to allow it. He asked Mr. Manning to address the height.

D. Manning explained the house was built in 1848, and the Jurellers have owned it more than 25 years. He ascertained the basement was unsalvageable and the only way to reconstruct the basement was to raze the house and to put in a basement the same size and the same height using reinforced block. There was an issue with the setback requirements and issues with the New York State Building Code, the proximity of the exterior walls to the property line. He said the overall height of the building from the lowest point, which was the water, to the peak of the roof was 34 feet, 5 inches.

R. Ridler asked if that was the height of the existing structure.

D. Manning answered the existing structure was one-story.

D. Bowers said on this tiny lot, from the lakeside, with the walkout basement, the house will appear to be three (3) stories, which he said was now the trend, but which was also

within the Jurellers' rights to do. He commented in fairness to the Jurellers, the new building would be the nicest looking structure in that part of the neighborhood.

D. Manning showed the Board the elevations explaining the lot was 39 ½ feet by 97+feet which was 3840 square feet. He said the setbacks were 18 feet on one side, 18 inches on the other side and 49 feet from the center line of Sunset Lane. The intent is to leave the basement as a basement, unfinished with double doors for storage that open to the deck. As he mentioned before, the waterline is at the edge of the deck. He said the existing site stairs would remain the same, the existing patio would remain the same, and the footprint was what exists as the current foundation. He said it would absolutely be pinned by a surveyor and an as-built survey would be submitted upon completion.

D. Manning explained parking was on the road side as was the holding tank. Referring to his drawings entitled *SK-1 and SK-2 Schematic Plan Project: Renovation to: Jureller Residence 2030 Sunset Lane Cazenovia NY*, he explained the floor plan design for the first and second floors.

T. Clarke asked if the basement would have a sump pump.

D. Manning responded the basement could have a sump pump, but currently does not and they planned to drain to daylight.

T. Clarke asked if the house has gutters.

D. Jureller said the house has gutters.

D. Manning answered they planned on having gutters (for the new house).

D. Manning showed the Board elevations from the street side, lake side, the north side and the south side.

A. Ferguson asked about the siding depicted in drawings SK-3, SK-4, SK-5, SK-6, and SK-7.

D. Manning said it would be cedar shake. He added that drawing SK-4 showed the height from the lowest point.

A. Ferguson commented that the proposal was, "nice looking," having a "nice cottage feel."

C. Ladd asked the pitch of the roof, wondering if it was 12/12.

D. Manning answered it would be a 10/12 pitch.

J. Dunkle asked if the structure would be used year-round.

M. Jureller answered they would not be living there, but they may use it throughout the year, explaining they live in DeWitt.

D. Jureller elaborated that it was not intended to be a permanent residence.

J. Dunkle explained that he would be concerned about the size of the holding tank if they were to live there year-round.

C. Ladd said he had suggested a second holding tank.

D. Jureller asked why a second tank would be necessary.

C. Ladd answered it would not be necessary for what was planned currently, but in the future, another owner may need it.

D. Jureller responded that they hope to keep the property in the family for future generations, but if they were to sell it, he believed the onus would be on the new owners to increase the capacity.

J. Dunkle advised the Board to clarify they were approving the new structure for seasonal use.

D. Bowers agreed that should be another condition.

D. Manning expressed assent.

A. Ferguson asked the color of the casings and trim.

M. Jureller answered, "Dark." She thought a dark brown.

Motion by D. Bowers, seconded by L. Cushman, to approve the site plan as most recently submitted for the demolition of the existing camp and the construction of a new residence in the same footprint having a second story and with the conditions previously discussed was carried unanimously.

W. Lougnot clarified this was a Type II Action regarding SEQR.

A. Ferguson reminded the Owners to take photographs of the existing house.

D. Bowers said they should take the photos prior to demolition.

C. Ladd informed the Applicants they would need to obtain a demolition permit from him before removing the existing structure, and he said he would guide them through the process.

Motion by E. Jerabek, seconded by T. Clarke, to adjourn the meeting at 7:52 P.M. was carried unanimously.

Sue Wightman, Planning Board Secretary – January 6, 2025