

# Village of Skaneateles Application for Building/Zoning Permit

(Survey must be no older than 2 years; for this and other instructions, please review our zoning code and instructions document at [this link](#))

Project Address

Name of Applicant

Applicant Email

Square Footage of New Work

Square Footage of Parcel

Zoning District   [See Zoning Map](#) ([www.villageofskaneateles.gov/codes-zoning/page/zoning-maps](http://www.villageofskaneateles.gov/codes-zoning/page/zoning-maps))

**Description of New Work (include all details from construction management checklist, as applicable)**

The project contains two components: 1) a sunroom, and 2) a deck.

The first component is the addition of a sunroom over the top of an existing deck on rear of house. There will be no expansion of the footprint for the sunroom. See attached drawings "Four Seasons Sun and Shade Cathedral".

The second component is the addition of a 20' by 28' deck, that will replace a deteriorated and unsightly patio of approximately the same dimensions. The deck will extend approximately 2.3' closer to the right side of the house (facing west), for a slight increase of 108 square feet (or less than 1% of the area of the lot). The deck will be of composite material, such as Trex.

Both components will be hidden from view approaching the house on Day Lane. In the rear of the property, the neighboring lot is a deep lakefront parcel that is primarily wooded.

Setbacks of Existing Structure	Setbacks of Proposed Work
Front Yard <input type="text" value="90+"/> (ft)	Front Yard <input type="text" value="90+"/> (ft)
Left Side Yard <input type="text" value="20.5"/> (ft)	Left Side Yard <input type="text" value="20.5"/> (ft)
Right Side Yard <input type="text" value="37.6"/> (ft)	Right Side Yard <input type="text" value="~35"/> (ft)
Rear Yard <input type="text" value="13.4"/> (ft)	Rear Yard <input type="text" value="13.4"/> (ft)
New connection(s) for: Sewer <input type="text" value="no"/> <input type="button" value="v"/> Water <input type="text" value="no"/> <input type="button" value="v"/> Electric <input type="text" value="no"/> <input type="button" value="v"/>	

### Contractor Information:

Contractor Name

Contractor Phone

Contractor Address

Contractor Email

### Architect Information:

Architect Name

Architect Phone

Architect Address

Architect Email

### Construction Management

Will scaffolding, lifts, ladders or similar equipment be used? Please provide details in the Description of Work above, including details of what specific equipment, where it will be used, the duration of use; must be shown on site plan, if site plan approval required.

Will dumpsters, trailers, or other trash receptacles be used? Please provide details in the Description of Work above, including details of what specific equipment, where it will be used, the duration of use; must be shown on site plan, if site plan approval required.

Will construction vehicle parking require meter bags, or other accommodations? Please provide details in the Description of Work above, including details of where construction vehicles will be parked, types of vehicles, and number and types of vehicles.

Will heavy equipment or machinery (e.g., rollers, excavators, earth movers) or similar equipment be used? Please provide details in the Description of Work above, including details of what specific equipment, where it will be used, the duration of use. Information must be included regarding parking of heavy equipment when not in use.

Will a portable latrine be used? Please provide details in the Description of Work above, including details of where it will be located, the duration of its presence on site; must be shown on site plan, if site plan approval required.

A construction schedule, including start and end date and any major milestones, shall be listed in the Description of Work. We may require additional details depending on the complexity of the project.

The Following Checklist of Additional Items May Be Required by the Code Enforcement Officer.

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Property Survey (< 2 yrs old)                        | <input type="checkbox"/> Asbestos Report                                  | <input type="checkbox"/> Drainage and Grading Plans |
| <input checked="" type="checkbox"/> Stamped Architectural Drawings            | <input checked="" type="checkbox"/> Workmans Comp and Liability Insurance |   |
| <input checked="" type="checkbox"/> Job Proposal Including Cost and Materials | <input type="checkbox"/> Safety Plan for Pedestrians and Vehicles         |   |

### ACKNOWLEDGMENTS:

I AM THE  AND AM AUTHORIZED TO MAKE THIS APPLICATION

*By checking the "Owner" in the box above, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.*

-I AUTHORIZE THE CODE ENFORCEMENT OFFICER TO ENTER THE PROPERTY TO MAKE INSPECTIONS AS PRESCRIBED UNDER LOCAL AND STATE LAWS.

-I WILL NOTIFY THE CODE ENFORCEMENT OFFICER IMMEDIATELY OF ANY CHANGES DURING THE COURSE OF THE WORK.

-I WILL NOTIFY THE CODE ENFORCEMENT OFFICER WHEN INSPECTIONS ARE DUE.

-FURTHERMORE, I AGREE THAT THE BUILDING OR PROJECT WILL NOT BE OCCUPIED OR USED UNTIL A CERTIFICATE OF COMPLIANCE/ CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED.

-The applicant and/or agent declares that the information contained in this application, and the plans, specifications and other supporting materials submitted in support of this application is true and has made such representations to induce the Village of Skaneateles to issue a Building/Zoning Permit and the applicant will comply with all laws, codes and ordinances controlling this work.

Applicant Signature:  Date of Signature:

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Affidavit of Applicant or Agent

(To be completed if application is not made by the property owner)

STATE OF NEW YORK )

) SS:

COUNTY OF ONONDAGA )

On this  day of  20; personally appeared before me.

NOTARY PUBLIC:

**For Code Enforcement Office Only:**

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Application Status: \_\_\_\_\_ (Approved / Denied)

**Reasons for Denial - Does Not Comply With the Following:**

Section 225-A5, Density Control Schedule for:

\_\_\_\_ Front Yard Setback    \_\_\_\_ Side Yard Setback, Left    \_\_\_\_ Side Yard Setback, Right  
\_\_\_\_ Rear Yard Setback    \_\_\_\_ Percentage of Open Area    \_\_\_\_ Both Side Yards Combined  
\_\_\_\_ Percentage of Structure Width/Lot Width

Other Density Control Schedule \_\_\_\_\_

\_\_\_\_ Section 225-69D, Non-conforming Buildings, Structures and Uses, Extension or Expansion

\_\_\_\_ Section 225-14(d), Swimming Pools, 25 foot Distance to Lot Lines

\_\_\_\_ Section 225-14C(5)(a/b), Accessory Buildings, Distance to Lot Lines or Structures

\_\_\_\_ Section 225-A1-3, Permitted Use Chart \_\_\_\_\_

\_\_\_\_ Other Sections of the Zoning Law \_\_\_\_\_

**And/or Needs:**

\_\_\_\_ Certificate of Approval from Historical Landmarks Preservation Commission, Section 225-25

\_\_\_\_ Critical Impact Permit, per Section 225-52

\_\_\_\_ Special Use Permit from the Zoning Board of Appeals

Signature \_\_\_\_\_

**Staff and boards review, as applicable:**

Planning Board Review \_\_\_\_\_ Zoning Board of Appeals Approval \_\_\_\_\_

Critical Impact Permit Approval \_\_\_\_\_ Historic Commission Approval \_\_\_\_\_

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FORM ACKNOWLEDGED BY THE FOLLOWING

Authorized Agent (e.g., Architect, Contractor) Printed Name:

Shaun Curley

If you are not the homeowner, we will need the homeowner to login and enter their printed name for authorization.

Homeowner's Printed Name (if applicable):

Note: If you are the homeowner, no action is needed for this section.

**THIS FORM MUST BE COMPLETED. WE WILL NOT REVIEW ANY INCOMPLETE FORM. COMPLETE ALL REQUIRED FIELDS ABOVE, THEN CLICK THE SAVE BUTTON BELOW TO COMPLETE THIS APPLICATION.**

# Village of Skaneateles Zoning Board of Appeals

☒ NOTICE OF APPEAL      ☐ APPLICATION FOR SPECIAL USE PERMIT

To the Zoning Board of Appeals of the Village of Skaneateles, Onondaga County, NY

I/We  Address

I hereby appeal the decision of the Village Code Enforcement Officer (Building Inspector):

- ☒ Which was denial of a Zoning Permit
- ☐ Which was denial of a Certificate of Occupancy
- ☒ To vary the strict application of the provisions of, (see Code of the Village of Skaneateles, <https://ecode360.com/SK1975>):

Article  Section 225, Subsection

Article  Section 225, Subsection

Article  Section 225, Subsection

Please list any OTHER variances or other Special Permits Requested.

To obtain a variance, applicants must meet specific requirements outlined in New York State law (as well as the Village code). A local zoning board of appeals (ZBA) may grant an area variance pursuant to this section where substantial evidence in the record supports the ZBA's conclusions that the benefit to the applicant if the variance is granted outweighs any detriment to the health, safety, and welfare of the neighborhood or community. In applying this balancing test, the ZBA must consider five statutory factors, listed below. In the space provided, please explain how you think your request meets this balancing test for each of the five factors.

1) Undesirable Change: whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by granting the variance.

No, there should be no undesirable change - the lot is hidden from neighbors and these changes are just adding useful spaces above existing patio and deck spaces.

2) Feasible Alternatives: whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than an area variance.

The house is well positioned to capture lake views, but deck space is not well placed. Additionally, deck is aged and deteriorated, creating unsafe and unsightly conditions. Sunroom is meant to capture southern exposure, particularly in the winter, as we are year-round residents.

3) Substantiality: whether the requested variance is substantial.

The expansion is minor, consisting of only a couple feet of expansion at the deck.

4) Adverse Effects: whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district.

No, the additional footprint is extremely minor, and well-buffered from neighboring properties.

5) Self-Created Difficulties: whether the alleged difficulty necessitating the variance was self-created. While relevant to the board's decision, self-creation does not automatically preclude the granting of the area variance.

Modifications to the property have occurred over generations.

If requesting an area variance or land use variance pursuant to the Village's Density Control Schedule (see Code Section 225:A5), please fill out the following information in the space provided.

	Required	Existing	Proposed	Pre-existing nonconforming	Variance
Minimum Lot Area	44000	30492	-	13508	-
Min. Lot Width	150	190	-	-	-
Min. Open Space %	90	76	76	14	14
Min. Front Yard Setback	30	44	44	-	-
Min. Left Side Yard Setback	25	20.5	-	4.5	-
Min. Right Side Yard Setback	25	37.6	35.3	-	-
Min. Both Side yards Setback	55	58	55.7	-	-
Min. Rear Yard Setback	35	13.4	13.4	21.6	-
Max. Structure width (% of Lot)	55	69	69	14	-
Maximum Stories of Building	2.5	1	-	-	-
Maximum Building Height	35	20	-	-	-
Min. Livable Floor Area	1200	1200	-	-	-

Short Environmental Assessment Form - Part 1, Project Information

Name of Action or Project: Sunroom and deck

Project Location: 9 day In

Brief Description of Proposed Action or Project: small expansion of existing decks

Name of Applicant or Agent (include phone, address and email):  
The Huebers

1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation (yes or no)? No

If yes, include narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality:

2. Does the proposed action require a permit, approval of funding from any other governmental agency (yes or no)? No

If yes, list agency(s) name and permit or approval:

3.a. Total acreage of the site of the proposed action? .05 acres

3.b. Total acreage to be physically disturbed? .05 acres

3.c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?  
.7 acres

4. List all land uses that occur on, are adjoining, or near the proposed action (Urban, Forest, Parkland, Rural non-agricultural, Agricultural, Industrial, Aquatic, Commercial, Residential (suburban), Other (specify):  
residential, recreational

5. Is the proposed action a permitted use under the zoning regulations (yes, no)? Yes

Is the proposed action consistent with the adopted comprehensive plan (yes, no, N/A)? Choose

6. Is the proposed action consistent with the predominant character of the existing built or natural landscape (yes, no)? Yes

7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area (yes, no)? No

If yes, identify:

8.a. Will the proposed action result in a substantial increase in traffic above prresent levels (yes, no)? No

8.b. Are public transportation services available at or near the site of the proposed action (yes, no)? No

8.c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action (yes, no)? No

9. Does the proposed action meet or exceed the state energy code requirements (yes, no)? No

If the proposed action will exceed requirements, describe design features and technologies:

10. Will the proposed action connect to an existing public/private water supply (yes, no)? No

If no, describe the method for providing water:

11. Will the proposed action connect to existing wastewater utilities (yes, no)? No

If no, describe the method for providing wastewater utilities:

12.a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district that is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places (yes, no): No

12.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 (yes, no) No

13.a. 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 (yes, no)? Choose

13.b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody (yes, no)? No

If yes, identify the wetland or body of water and extent of alterations in square feet or acres:

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. List all of the following that apply: Shoreline, Wetland, Forest, Urban, Agricultural/grasslands, Suburban, Early mid-successional

suburban

15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by New York State or the Federal government as threatened or endangered (yes, no)? No

if yes, list:

16. Is the project site located in the 100-year flood plain (yes, no)? No

17.a. Will the proposed action create storm water discharge, either from point or non-point sources (yes, no)? No

17.b. Will storm water discharges flow to adjacent properties (yes, no)? No

17.c. Will storm water discharges be directed to established conveyance systems such as runoff and storm drains (yes, no)? No

18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids such as a retention pond, waste lagoon, or dam (yes, no)? No

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility (yes, no)? No

If yes, describe:

20. Has the site of the proposed action or an adjoining property been the subject of either ongoing remediation or completed remediation for hazardous waste (yes, no)? No

If yes, describe:

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE (YES,NO)

Yes

FORM ACKNOWLEDGED BY THE FOLLOWING

Authorized Agent (e.g., Architect, Contractor) Printed Name:

If you are not the homeowner, we will need the homeowner to login and enter their printed name for authorization.

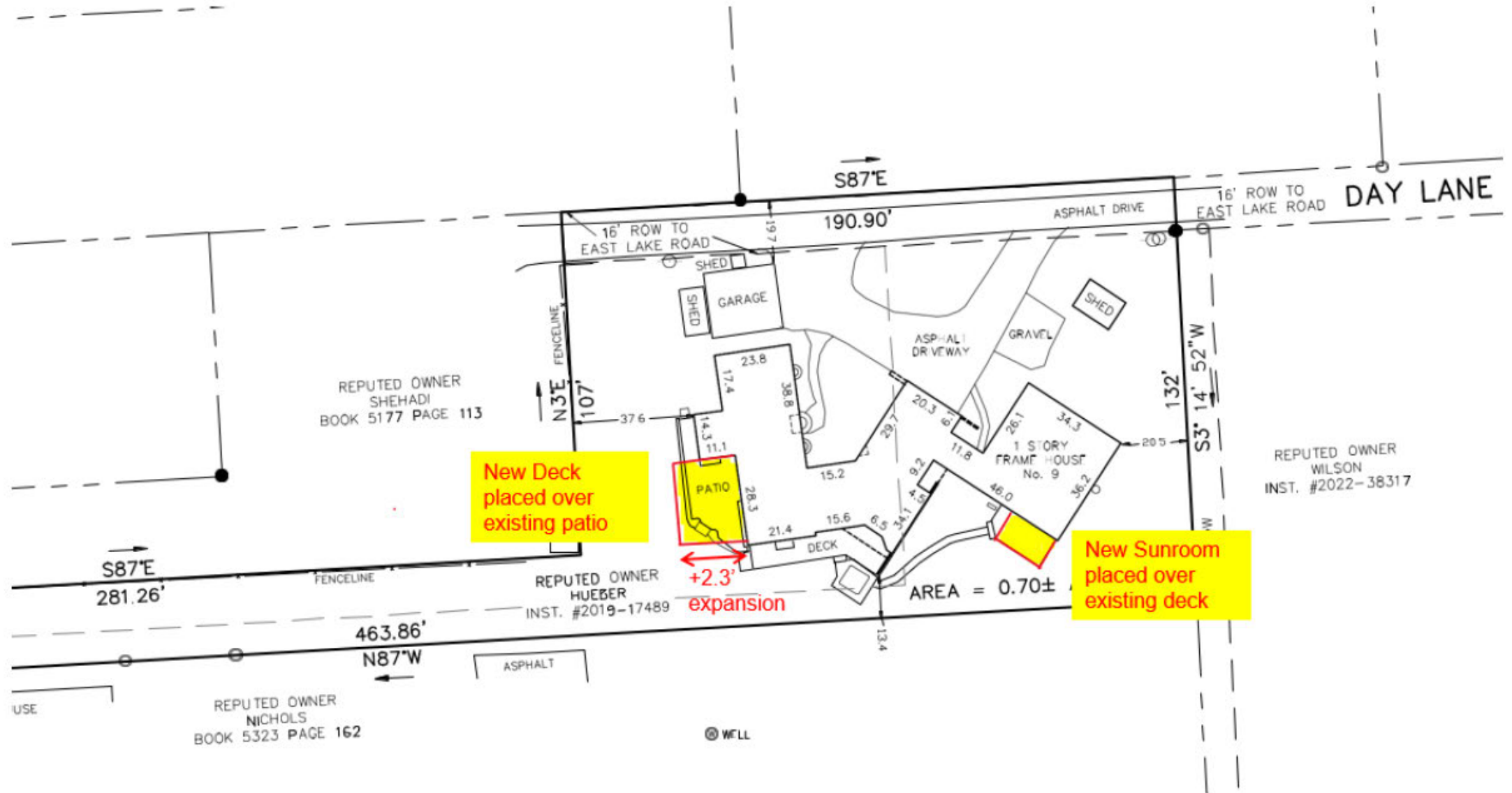
Homeowner's Printed Name (if applicable):

Jane and Pete Hueber

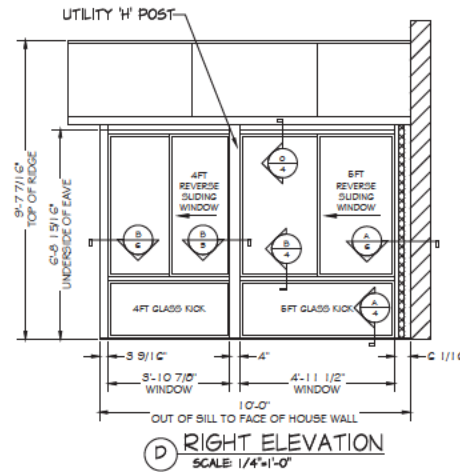
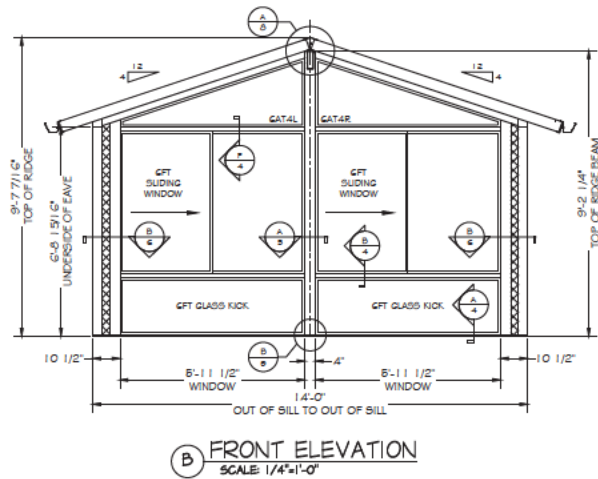
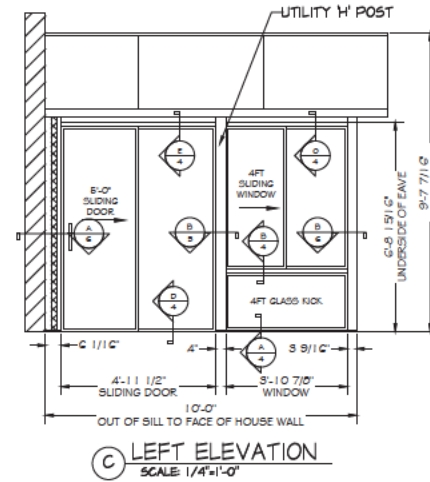
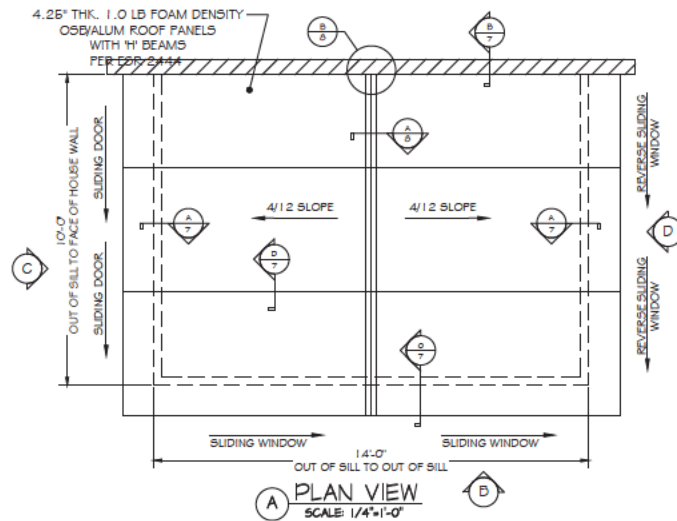
Note: If you are the homeowner, no action is needed for this section.



# 9 Day Lane, “Site Plan”







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RAMEZ M SAYED, PE NY PE# 107561 CA# PSC 83007



# GENERAL NOTES

FOUR SEASONS SOLAR PRODUCTS CORP.  
5085 VETERANS MEMORIAL HIGHWAY  
HOLBROOK, NEW YORK 11741  
DESIGNERS AND MANUFACTURER OF FOUR SEASONS SUNROOMS



REV NO DATE BY

DRAWN BY: AV

REVIEWED BY: EE

CONTRACT DATE:

DATE: 3/18/25

JOB #:

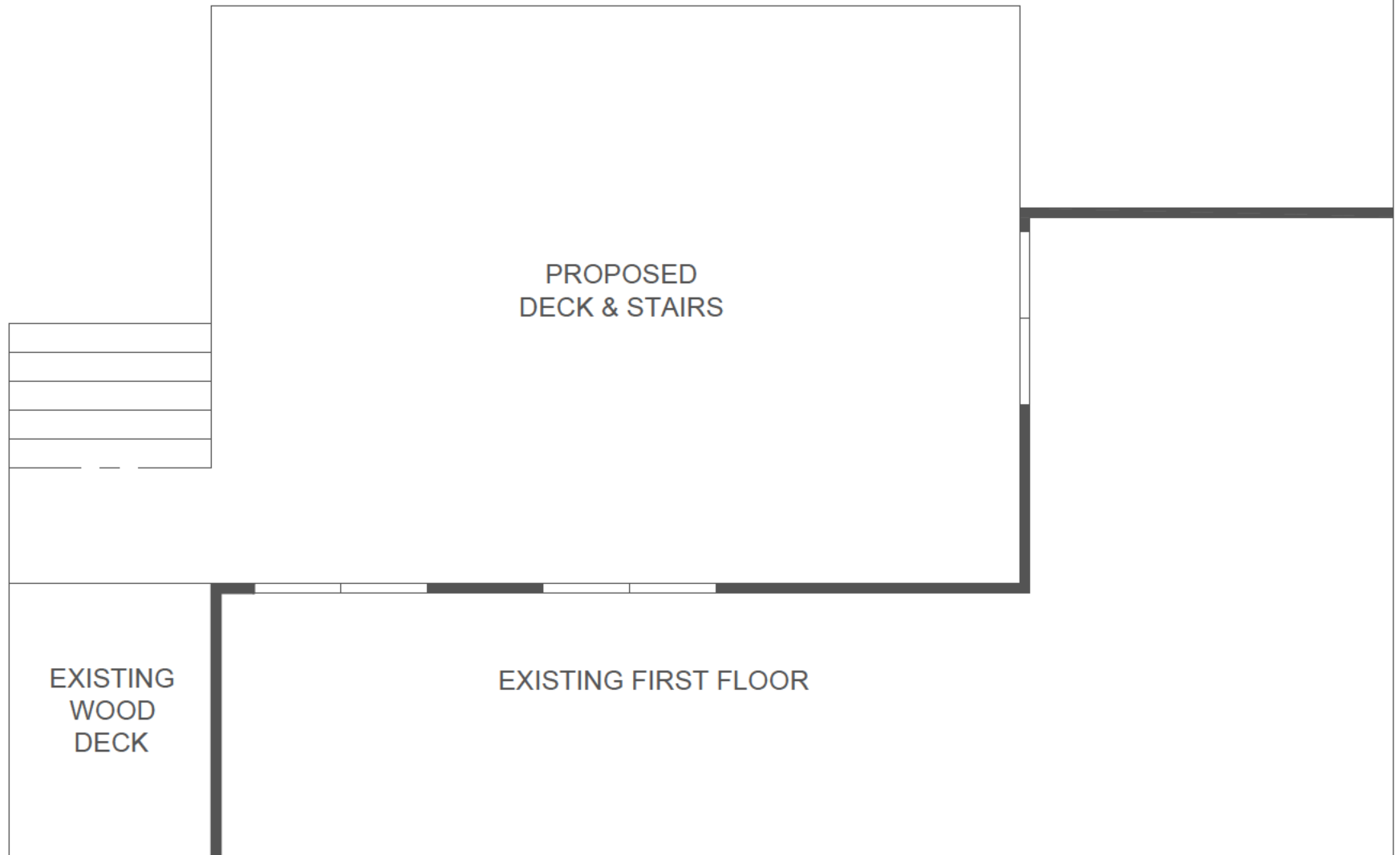
HUEBER

2 of 9

**230 SUN & SHADE CATHEDRAL**  
MODEL: GR-1410

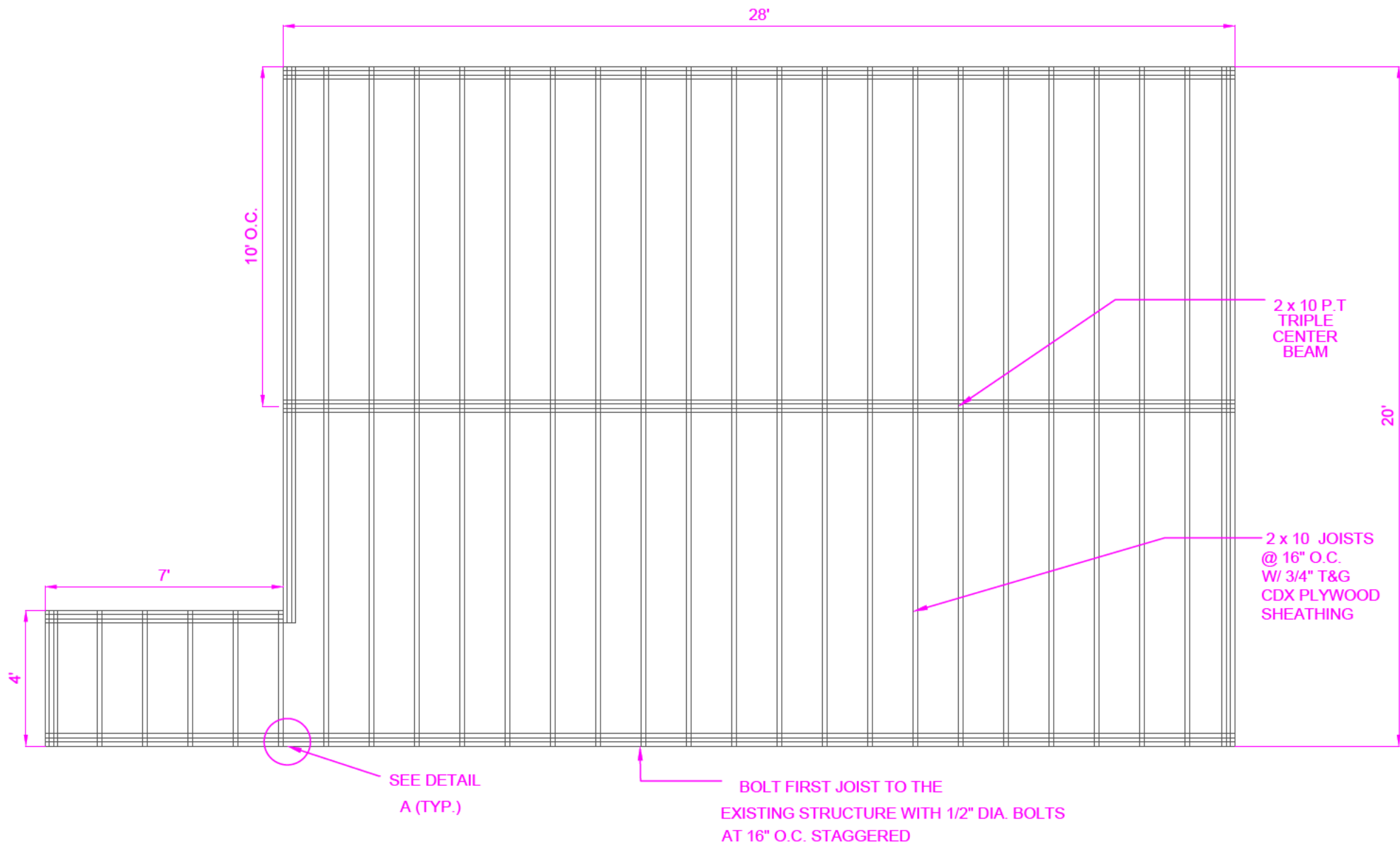
CLIENT: HUEBER  
ADDRESS 1: 9 DAY LANE  
ADDRESS 2: SKANEATELES, NY 13152  
ACCOUNT #: 4410430  
SALES PERSON: CURLEY & SONS INC

PROPOSED WORK  
SCALE: 3/ 16"- 1'-0"



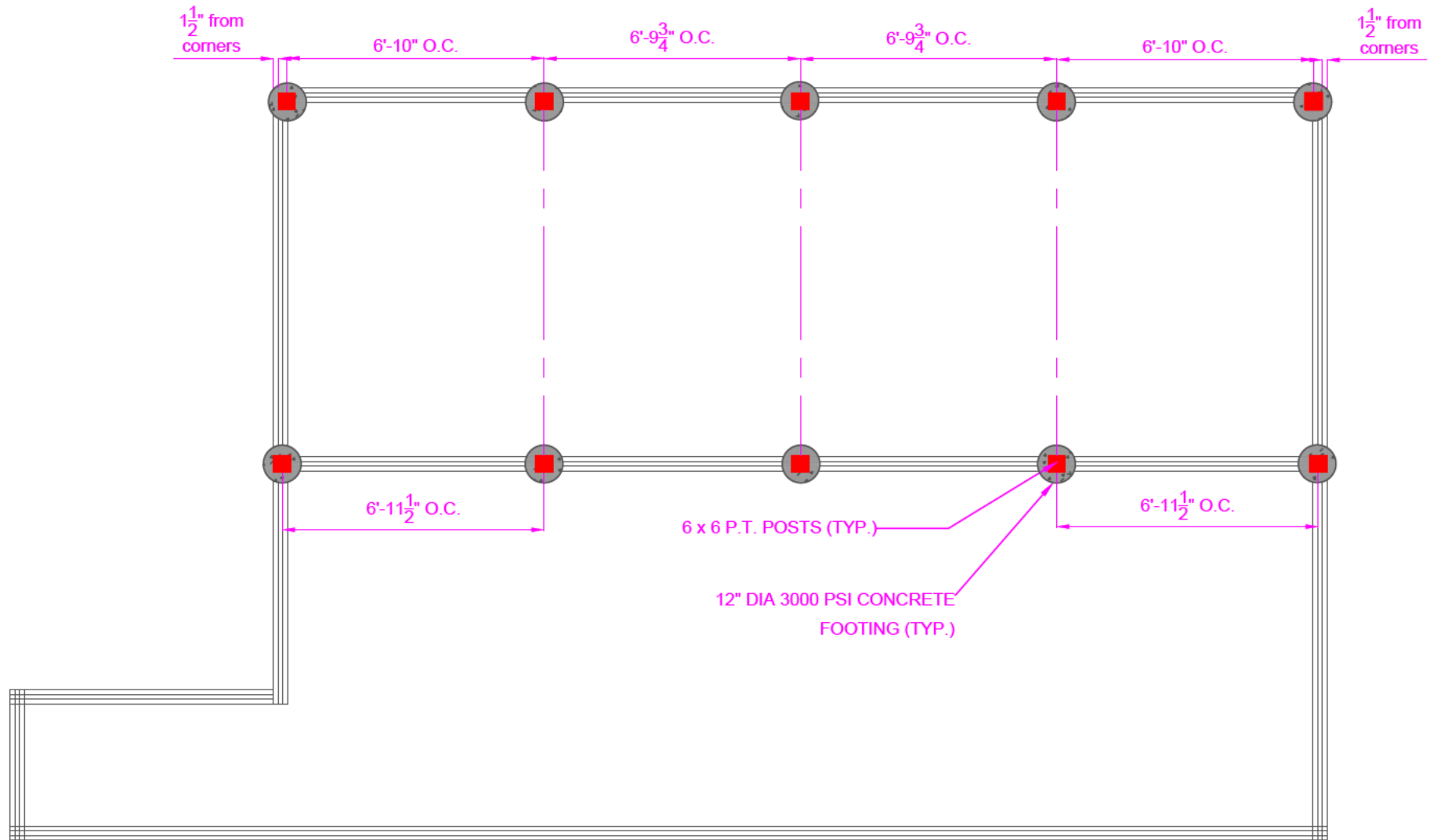
# DECKING PLAN

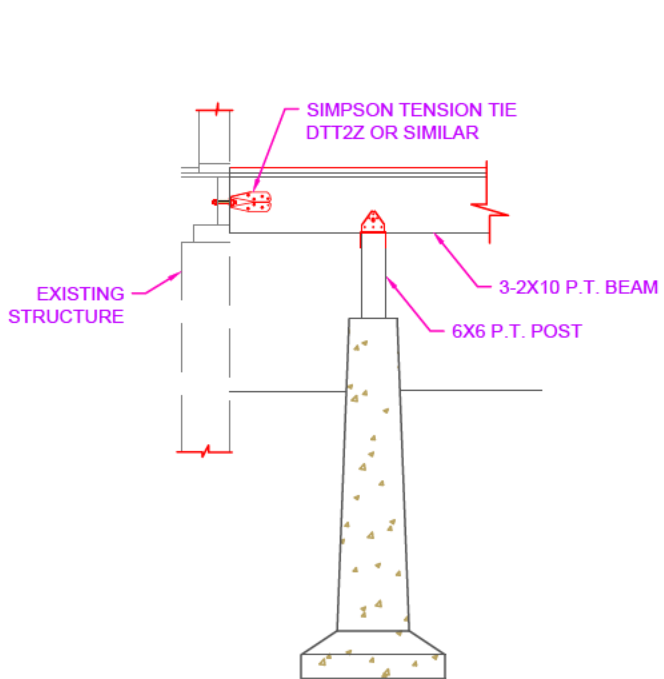
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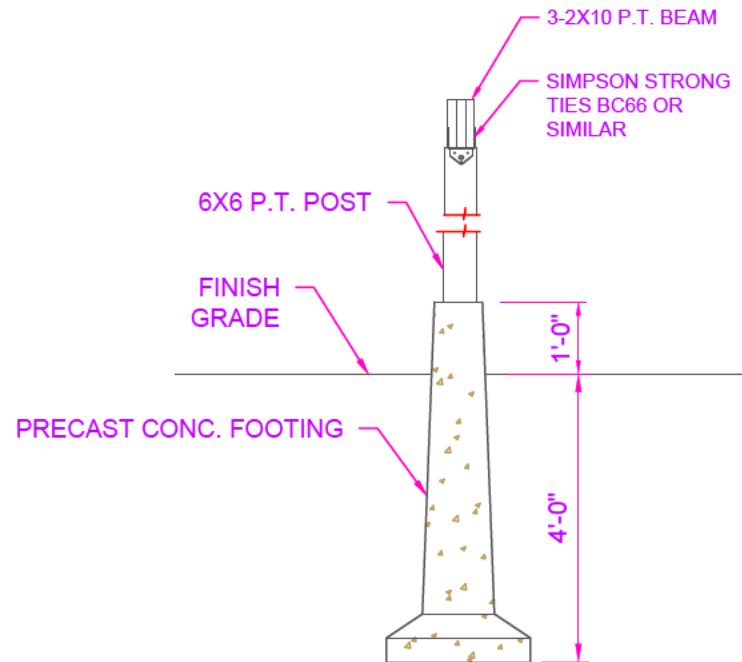
# FOOTING LAYOUT

## SCALE: 1/4"=1'0"





**DETAIL A**  
**NOT TO SCALE**  
**ATTACHMENT POINT - DECK TO HOUSE**



**FOOTING**  
**NTS**