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City of Cortland**

Planning Commission

Regular Meeting of

January 28, 2019

A regular meeting of the City of Cortland Planning Commission was held on Monday, January 28, 2019 at 5:15 PM in the Mayor’s Conference Room at City Hall, 25 Court Street, Cortland, NY.

Present: Commissioners Jeff Gebhardt, Jim Reeners, Jim Wavle, Joe McMahon, Chris Ryan, and Christopher Peppel

Staff: Zoning Officer Bob Rhea, Deputy Chief Knickerbocker, Confidential Secretary Devon Rainbow

The Planning Commission voted on a Chair, Vice Chair, and re-appointment of Devon Rainbow as the Secretary for the Commission.

Motion to approve Jeff Gebhardt as Chair:

Motioned by: Comm. Reeners
Seconded by: Comm. McMahon

Ayes – 5
Nays – 0

Motion to approve Joe McMahon as Vice Chair:

Motioned by: Comm. Wavle
Seconded by: Comm. Reeners

Ayes – 5
Nays – 0

Motion to approve Devon Rainbow as the official Planning Commission Secretary:

Motioned by: Comm. Reeners
Seconded by: Comm. McMahon

Ayes – 5
Nays – 0

Item #1 – 181 Port Watson St – (Meriwether) - Site Plan Review – (GB)

➤ Auto Body Shop

Mr. Meriwether, Ron Walsh, and Tom Terwilliger (property owner) were all present to speak. One of the men explained that the large 14 foot industrial overhead door on the south west side is not shown. The intention is to operate a body repair shop. There is plenty of room in the shop for 3 or 4 cars on site at once. The commission asked about the lots and whether they were paved. To the east, it is completely paved, and in the west there is a cement pad. The lease covers both properties. The properties were

bought together, and it is a small process to put them together. Not knowing the end use of this facility, one of the men didn't find it necessary to combine them, but if the government allows him to use the properties together, he would like to consolidate them. All the parking is going to be on the eastern side. A commissioner asked if the vehicles being worked on would have to be driven out onto port Watson Street then back on the other side. They responded by saying yes, temporarily, and there were concerns with how that is going to work with parking. Because there is a residential area behind it, there needs to be a 10 foot buffer, which means the garbage dumpster needs to be moved. There are 3-6 parking spots, which allows room for moving the dumpster. A bay is a post where a car is being worked on. If needed, the second lot could also be used for parking. Lighting is staying the same and the sign will stay the same size.

Motion to approve with the condition that both the lots are used for this single purpose and the owner agrees to pursue consolidation within 60 days:

Motioned by: Comm. Reeners
Seconded by: Comm. McMahon

Ayes – 5
Nays – 0

Item #2 – 73 Main St – (McNeil) – Site Plan Review – (CB)

➤ Lighting

There needs to be a SEQR done. There was a DRI grant, but it requires a SEQR be done by an agency. There would need to be a site review regardless, but the grant agency is requiring a SEQR as well. There are 5 lights being put up total. 4 on 65-67, and 1 on 73. There are 2 applications, one for 65 and 67, and the other is 73. There does not need to be a SEQR for 65 and 67, just 73. The light fixtures go across the 2 properties, one being 73 and technically 71. The fixtures were carefully chosen. There is no change from the previous usages.

Motion to proceed with a SEQR:

Motioned by: Comm. Reeners
Seconded by: Comm. Wavle

Ayes – 5
Nays – 0

The planning commission read over the project and asked the SEQR questions.

Motion to accept the SEQR and declare a Negative impact:

Motioned by: Comm. Reeners
Seconded by: Comm. Wavle

Ayes – 5
Nays – 0

Motion to approve the project as presented:

Motioned by: Comm. McMahon

Seconded by: Comm. Wavle

Ayes – 5
Nays – 0

Item # 3 – 65-67 Main St – (McNeil) – Site Plan Review – (CB)

➤ Lighting

For the First National Bank building. This involves 4 separate lights.

Motion to approve the lighting:

Motioned by: Comm. Peppel
Seconded by: Comm. Ryan

Ayes – 5
Nays – 0

The planning commission added a new item to the agenda:

Item #4- Signage for 160 Clinton Ave - Dollar Tree

This item is for the new Dollar Tree between P&C and Cost cutters. What they are proposing are the channel letters, which are internally lit with LED. There is a power pack for each word, which will have a flush mount on the building. For the individual letters, they all have their own LED pods. If one power pack were to default, an entire word would go out as opposed to an individual letter. The square footage allowed is within the perimeters of what’s allowed for the frontage. There is one foot of signage per linear foot of the frontage. The sign is green. The paperwork and fees all had been turned in on time, however unfortunately, they got lost. If there are objectors, they can come to the second meeting and plans can be made from there. There can either be a separate meeting for this, or he can wait until next month since he has to come in for a different sign anyway, but the problem is that the agenda item needs to be advertised for 10 days. The commission decided to allow the signs, and to advertise it for next month’s meeting, so that people can come with complaints and it can be discussed then, if needed.

Motion to approve as presented:

Motioned by: Comm. Reeners
Seconded by: Comm. McMahon

Ayes – 5
Nays – 0

New/Old business:

There is still a vacancy on the Commission.

Adjourn

Motion to adjourn:

Motioned by: Comm. Peppel
Seconded by: Comm. Reeners

Ayes – 5

Nays – 0

I, JEFF GEBHARDT, CHAIRMAN OF THE PLANNING COMMISSION OF THE CITY OF CORTLAND, NY, DO HEREBY CERTIFY THAT SAID RESOLUTION(S) WERE ADOPTED AT A MEETING OF THE PLANNING COMMISSION OF THE CITY OF CORTLAND, HELD ON JANUARY 28, 2019.

JEFF GEBHARDT, CHAIRMAN