



PLANNING COMMISSION

MINUTES

May 23, 2011

A regular meeting of the City of Cortland Planning Commission was held on Monday, May 23, 2011 at 5:15 PM in the Council Chambers at City Hall, 25 Court Street, Cortland, NY.

PRESENT: Vice Chair Schaffer, Comm. Couch, Gebhardt, McMahon and Spitzer

Staff Present: Capt. William Knickerbocker, Zoning Officer Bruce Weber, and City Clerk Shawn Smith

Item No. 1 – Site Plan Review – 111-113 Pendleton St. (Tabled on April 25, 2011)

No new correspondence. On motion of Comm. Spitzer, seconded by Comm. McMahon, voted and approved to table this item until the next meeting.

Item No. 2 - Site Plan Review – 72 Pomeroy St. – (Hodges) (R2) - Parking

Mr. Hodges presented his proposal to expand parking on the west side of the property's garage. Comm. Spitzer asked for the reason for the expansion. Mr. Hodges explained that it is a two family property and there are normally four (4) vehicles in use. Currently, tenants are parking on the grass.

Comm. Gebhardt shared a photo of the location in question and clarified that the new parking area would be gravel. Mr. Hodges concurred.

On the motion of Comm. Gebhardt, seconded by Comm. Spitzer, voted and approved the site plan application with the stipulation that the parking area be gravel.

Items No. 3 – Site Plan Review – 83 Central Ave. – (Burns)(G1) – Revision of Already Approved Site Plan

Thomas Brown, co-owner, clarified the updated drawings: the covered portico will be extended further into the front lawn for ascetics. There will now be four (4) posts, one solid cover spanning three (3) entryways (three doors and steps). He also stated that he will be updating the sign, but will come back to the Planning Commission when he is ready to do that.

Capt. Knickerbocker reported that there were some questions regarding railings and that each entryway would have railings on both sides.

Mr. Brown pointed out that he would also be adding shutters around the windows. Comm. Gebhardt shared a photo of the property as it currently is. At the recommendation of Comm. Schaffer, Mr. Brown agreed to submit a photo of the Planning Commission – May 23, 2011
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property to the Historic Board before making the upgrades since the property is located in the historic district.

On the motion of Comm. Gebhardt, seconded by Comm. Couch, voted and approved the updated site plan application as presented.

New Business:

- A. Comm. Schaffer announced that there would be a public meeting at City Hall on June 2, 2011 to discuss concerns regarding the proposed Life Science building to be constructed on Davis Field.
- B. Comm. Spitzer asked Capt. Knickerbocker to verify that the tank has been properly located, in accordance with the site plan approval, on the Cortland Regional Medical Center's (CRMC) property.
- C. Capt. Knickerbocker will do so. He has also been in contact with CRMC and expects that CRMC will be in to present an update to the Planning Commission in the near future.
- D. Capt. Knickerbocker also informed the Planning Commission that he has been in contact with Mike Dexter from the Landscape & Design Commission about the Sunoco ExpressMart project on Tompkins Street as questions regarding the ownership of the surrounding trees have arisen. Expect to see this on the next agenda.
- E. Comm. Schaffer asked Capt. Knickerbocker about the status of 19 West Court Street. There are newly dug in-ground cutouts in front of the foundation level windows that were not on the site plan. Capt. Knickerbocker stated that he will speak to the Law Department about this and suggested that Corporation Counsel Perfetti attend a Planning Commission meeting so that their concerns could be addressed.

Item No. 4 – Minutes - April 25, 2011

The following corrections were noted: p. 1 - item 3 & 4, second paragraph, second sentence, delete "with"; page 1, last paragraph, page 4 - Couch – no "r".

On the motion of Comm. McMahon, seconded by Comm. Couch, voted and approved minutes as amended.

Adjournment

On the motion of Comm. McMahon, seconded by Comm. Spitzer, voted and approved.

I, JO SCHAFFER, VICE CHAIRPERSON OF THE PLANNING COMMISSION OF THE CITY OF CORTLAND, NEW YORK, DO HEREBY CERTIFY THAT SAID RESOLUTION(S) WERE ADOPTED AT A MEETING OF THE PLANNING COMMISSION OF THE CITY OF CORTLAND, NEW YORK, HELD ON THE 23TH DAY OF MAY 2011.

JO SCHAFFER, VICE CHAIRPERSON