



## PLANNING COMMISSION

### MINUTES

**March 26, 2012**

A regular meeting of the City of Cortland Planning Commission was held on Monday, March 26, 2012, at 5:15 PM in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland, NY.

PRESENT: Chair Felix, Comm. Beckwith, Couch, Gebhardt and Spitzer

Staff Present: Director of Administration & Finance Mack Cook, Corporation Counsel Kelly Colasurdo, Capt. William Knickerbocker, Zoning Officer Bruce Weber, and Deputy City Clerk Cheryl A. Massmann

#### Item No. 1 – Site Plan Revision – Beaudry Park - (Youth Bureau)(R1) – Community Park Building

John McNerney, Youth Bureau Director was present. Chair Felix asked him to explain what has changed since the last plan presented. Mr. McNerney explained that the 2010-2011 plan was over budget and the Mayor directed him to go back to the drawing board. Mr. McNerney explained they are now going with a steel post frame building without a traditional foundation. He noted that they've contracted with Finger Lakes Construction. He explained that there were twenty-three steel posts as opposed to a traditional foundation and the exterior of the building will have a board and batten siding as opposed to the cedar stone siding to save money. He further explained that the pitch of the roof was slightly different and some of the interior lighting has been changed as well. He noted that the kitchenette has been changed, but the building itself will go in exact same location and the size of the building is basically the same as the first one presented. He explained that much of the original design by Teter Design was being used to be more cost effective. He noted that the space is basically the same. He noted that the building length is sixty-three (63) feet long by sixty-three (63) feet wide with a large meeting room and an eight (8) by eight (8) foot storage room and there will be new restrooms which are ADA accessible. He explained that the building porch will face the parking lot bringing the building closer to the activities.

Chair Felix asked if the building was smaller. Mr. McNerney stated that it was four (4) feet smaller. Comm. Gebhardt stated that he liked the idea of bringing the building closer to the parking lot. Chair Felix asked if there was a plan to move the soccer field. Mr. McNerney noted that they planned to demo the old building and that Jerry Contento will be donating that service, and the plan is to move the soccer field toward the where the building is and open up more greenspace. He noted that they are also looking at removing the wade pool which is underutilized and in poor condition.

Chair Felix asked about the SEQR. Zoning Officer Weber noted that this project was SEQR exempt.

On a motion by Comm. Spitzer, seconded by Comm. Beckwith, voted and approved.

Item No. 2 – Site Plan Review & Recommendation to ZBA for Area Variance – 49 Clinton Ave. – (Jackson)(R4) – Conversion to Three Unit & Parking

No one was present and the item was moved to later in the agenda.

Item No. 3 – Site Plan Review – 9 Church St. (McMahon)(R4) – Fence

Peter McMahon was present. He explained that he would like to put up a fence in the back of their building from the structure to the existing chain link fence at the rear of their property. He noted that there was heavy foot traffic in between the County Office Building and Church Street cutting through their parking lot and he would like to stop that and prevent accidents.

Chair Felix asked if this was going in on the left side of the building. Mr. McMahon indicated that was correct. Chair Felix asked if there were apartments upstairs. Mr. McMahon stated that there was one apartment. Chair Felix noted that it was a nice fence. There was some discussion regarding parking. Zoning Officer Weber noted that the proposed fence was six (6) foot wood grain cedar. Comm. Spitzer asked if there were a total of eight (8) parking spaces in the back. Mr. McMahon stated that was correct.

On the motion of Comm. Couch, seconded by Comm. Gebhardt, voted and approved.

Item No. 4 – Site Plan Review – 20 Clinton Ave. – (Albern)(R4) – Front Entrance Repair

Mr. Albern was present. He explained that he is repairing the building as a result of damage done by a DWI accident. He explained that he is going to be rebuilding the porch and that the old blue vinyl siding couldn't be replaced and he would be using a new blue vinyl siding product. He showed a large sample to the Commissioners. He noted that there was an old sign post and that will not be put back on the building.

Comm. Gebhardt asked how long ago the accident occurred. Mr. Albern noted that it happened over three months ago. Chair Felix noted that this is just putting the front porch back on. Comm. Gebhardt asked if he was replacing the porch roof. Mr. Albern noted that was correct. Comm. Gebhardt asked if he planned to replace the split rail fence. Mr. Albern stated that wasn't in the plan. He further noted that the bushes had also been pulled out and fencing was not part of the project. He did note that people were always cutting through that area, but he had no idea what the owner planned to do, but fencing was not part of this particular project.

On the motion of Comm. Gebhardt, seconded by Comm. Beckwith, voted and approved.

Item No. 5 - 91-93 Main St. – Site Plan Review – (Calabro)(CB) – Rear Façade & Roof

Architect Jeff Taw was present to explain the project. Deputy Clerk Massmann explained that Historic Board minutes had been sent to the Commission indicating that this project had been reviewed by them and they had approved it. Mr. Taw explained that this was basically a roof project on the rear of the building at 91-93 Main Street. Mr. Taw explained that all of the roof water runs of the roof to the back of the building and onto the two (2) small rear additions and then onto the parking lot and it's caused all sorts of water issues.

He noted that the proposal is to build up around the perimeter of the two (2) additions on the rear and to frame in a new roof above that, collect all the water and drain it internally and trench it out to a drainage structure and connect their drains to that and as a result building up around the building, the plan is to give it a new façade to improve the rear of the building.

Chair Felix asked if the plan was to remove the old wood roof or to just build on it. Mr. Taw stated that they planned to build on top of the existing wood roof, but they were not expanding on the building in any way outside of applying some new finishes to the perimeter. He stated that there were no changes to anything else on the site other than the excavation. It was noted that a lot of water came off of that roof.

Comm. Spitzer asked if SEQR was required for this project. Zoning Officer Weber stated that SEQR was not required.

On the motion of Comm. Beckwith, seconded by Comm. Couch, voted and approved.

Item No. 2 – Site Plan Review & Recommendation to ZBA for Area Variance – 49 Clinton Ave. – (Jackson)(R4) – Conversion to Three Unit & Parking

No one was present and the item was moved to later in the agenda.

Item No. 6 – Set Public Hearing for Draft Comprehensive Plan for April 23, 2012 at 5:15 PM

Chair Felix explained that the Commission needed to set a public hearing for the Comprehensive Plan. The Public Hearing was set for April 23, 2012 at 5:15 PM in the Mayor's Conference Room prior to the regular Planning Commission meeting. Deputy City Clerk Massmann was directed to advertise it.

Item No. 2 – Site Plan Review & Recommendation to ZBA for Area Variance – 49 Clinton Ave. – (Jackson)(R4) – Conversion to Three Unit & Parking

No one was present. Discussion occurred regarding this application and there were many questions. It was noted that it appeared that this project may already be done.

On the motion of Comm. Spitzer, seconded by Comm. Beckwith, voted and approved to table this application until the April 23, 2012 meeting when the applicant could be present to explain the project and to answer questions.

Item No. 7 – Minutes – February 27, 2012

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

New Business

Deputy City Clerk Massmann announced that Comm. Couch was resigning. He had accepted a position as a Town Manager in Maine. Comm. Couch stated that he will be working for the Town of Stockton Springs in mid-coast Maine. He was thanked for his service on the Board and wished well by all.

The May meeting date is on Memorial Day. Commissioners will check their calendars and set a May meeting date other than Memorial Day.

Comm. Couch turned in his copy of the Comprehensive Plan to Comm. Gebhardt

Executive Session – Pending Litigation

Motion to go into:

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

Motion to come out of:

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

Adjournment

On a motion of Comm. Gebhardt, seconded by Comm. Couch, voted and approved.

**I, RAFAEL FELIX, 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 26th OF MARCH 2012.**

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**RAFAEL FELIX, CHAIRPERSON**

A Work Session on the Draft Comprehensive Plan will begin following this meeting. Rich Cunningham of Thoma Development will conduct the session.