



PLANNING COMMISSION

MINUTES

August 27, 2012

A regular meeting of the City of Cortland Planning Commission was held on Monday, August 27, 2012, at 5:15 PM in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland, NY.

PRESENT: Chair Felix, Comm. Gebhardt, Ryan, Schaffer and Spitzer

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

Item No. 1 – 11 Kennedy Parkway – (Hospice) (R4) – Site Plan Review – Gazebo

Brian Buttner, Glenn Spiegel and Frank Kelly were present to speak. The proposed gazebo is approximately 12 x 12, octagonal, prefabricated item from Midway Sales. All the requirements for the set back for that zone were met. In reviewing the documents, it was discovered that the original structure was designed for only a thirty pound snow load. He contacted the architect and submitted subsequent documentation raising the snow load to fifty pounds per square foot. In lieu of having to put up a ramp and railings, the ground will be gently landscaped at an incline up to the structure. Mr. Buttner showed the commission a picture of the gazebo, off-white vinyl clad over pressure treated lumber, so it will require minimum maintenance.

Comm. Schaffer questioned the drainage. There is no foundation and it will set on a gravel bed so drainage is not an issue.

On the motion of Comm. Schaffer, seconded by Comm. Gebhardt, voted and approved the Site Plan Review for 11 Kennedy Parkway (Gazebo).

Item No. 2 – 15 West Road – (Bible Baptist) (R1) – Site Plan Review & Recommendation to ZBA for Area Variance – Handicapped Ramp.

Fran Casullo, Attorney for the Bible Baptist Church and Pastor Miller were present to speak.

Mr. Casullo stated that the church and school is growing and there is an auxiliary building needing to be used for instructional purposes, requiring a ramp for handicap accessibility.

Comm. Felix asked about whether all the criteria were met as far as the Code Office. Capt. Knickerbocker stated that the project has not gotten to those specifics as yet.

Comm. Schaffer asked about the front yard setback and lot coverage. The ramp would be fifteen to twenty feet from the sidewalk.

Motion to approve the Site Plan Review contingent upon ZBA approval of lot coverage and setback variance and recommend same to ZBA by Comm. Spitzer, seconded by Comm. Schaffer, voted and approved.

Item No. 3 – 111 North Main Street – (Souzas/Griswold) (R4) – Site Plan Review and Area Variance Recommendation to ZBA – One story addition and a deck.

Mr. Griswold met with the owners and after looking over the plans they have decided to construct two decks and not build the addition. The modified plans include two separate decks along the back of the house, under one extension of the roof to protect the doorways. The project will relocate the two doors and removing one door to the shed. It is a two family house; the one kitchen will be remodeled.

Motion to approve the Site Plan Review contingent upon ZBA approval of Area Variance for the front, side and rear setback (East, North and West), and recommend approval by Comm. Spitzer, seconded by Comm. Schaffer, voted and approved.

Item No. 4 – 30 West Main Street – (Cortland Regional Medical Center) (PO) – Site Plan Review and Use Variance recommendation to ZBA – Employee Smoking Area.

Present were Denise Wrinn, Vice President of Finance at CRMC, Wayne Minikein and Marc Weiss. Back in the fall, at the September meeting three of the four items were on the agenda, but the smoking area was not. Over the past several months many complaints have been made about people smoking way down the street, in the streets, and past the parking lots since the campus is a smoke free environment. A solution would be to create one smoking area near the emergency room parking lot. The hospital owns the two houses adjacent to the property and Ms. Wrinn spoke with neighbors across the street. The proposal is to place a fence across the front and down the property line, planted with hedges. Neighbors asked if hedges could also be planted along the front and sidewalk. The smoking area would be lit by a light on the house directed to the smoking area. The intent is to allow people to have a safe place to smoke, not to encourage people to hang out there for extended periods of time.

Ms. Wrinn fielded several questions regarding lighting, distance from any oxygen tanks, keeping the area clean.

Motion to approve the Site Plan Review with recommendations to the ZBA of interior LED light pole, that disperses light quickly, shrubs on the exterior of the South side, and front fencing and recommend to ZBA approval of a Use Variance by Comm. Schaffer, seconded by Comm. Spitzer, voted and approved.

Item No. 5 – 11 Alvena Avenue – (CRMC)) (PO) – Site Plan Review – Facilities upgrade of Administrative and Medical Office Building.

Wayne Minikein distributed colored drawings of what was proposed. Ms. Wrinn explained how 11 Alvena Avenue used to house physician offices in the entire building, now there is only one physician office up on the second floor. The hospital intends to move his office internally and use that floor for Human Relations and Staff Development. A permit will be obtained to replace windows with store-front fixed windows that will not open. Windows on the the first floor will also be replaced. The façade will be repaired and painted to match

the connecting building. The hospital is also proposing the installation of a new HVAC unit on the roof.

Comm. Felix inquired about replacing the glass block wall, but according to Code, it cannot be replaced because of where it is located.

The brown address and physician building sign will be replaced with the hospital green 11 Alvena.

Capt. Knickerbocker suggested just the number eleven on the entrance door.

Motion to approve the facilities upgrade Site Plan Review and to paint the new air conditioning unit on the roof by Comm. Gebhardt, seconded by Comm. Schaffer, voted and approved.

Item No. 6 – Alvena Avenue – (CRMC)(PO) – fencing replacement

This is the North side of Alvena.

Comm. mentioned the two huge storage buildings on the parking lot. Ms. Wrinn explained that the intention is to take those down. TLC rents 160 Homer Avenue but will soon be moving to a new location on Route 11. At that time items in the sheds and the barn will be moved over to 160 Homer Avenue and that barn will be torn down. The old metal and old red wooden fence will be torn down and replaced with a chain link fence, one inch security fencing with a vinyl coated fabric.

Comm. Schaffer requested pictures be taken of the property prior to removing the structure and given to the Historic Commission.

Motion to approve the Site Plan Review for replacing the fence with privacy fencing, by Comm. Spitzer, seconded by Comm. Gebhardt, voted and approved.

Discussion continued in regards to the type of fencing that would be used in different areas.

Item No. 7 – 31 Alvena Avenue – (CRMC) (PO) – Site Plan Review – Fencing

Motion to approve the Site Plan Review for privacy fencing to be installed, by Comm. Spitzer, seconded by Comm. Gebhardt, voted and approved.

Added to the agenda:

Item No. 8 – 32-34 Hickory Park Road – (Reeners) (R1) - Sub division - Schedule public hearing. Public hearing will be scheduled for September 24, 2012.

Item No. 9 – 114 Elm Street – (Coach's Corner) (SD) – Revision to Approved Site Plan - Windows

Brian Finucane was present to explain how he wants to replace the six upstairs windows to match the windows downstairs, which will be sliders. The third floor is gone, it is now an
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attic which will have a vent installed. The plan is to install two windows on the Pomeroy Street side, 3' by 5' to bring in more light so the second level can be a nice restaurant where families can come and enjoy a meal.

Comm. Felix questioned the layout of the windows, as far and width and height. The windows will be rectangular.

Mr. Finucane indicated that he is only changing the façade of the bar; it has no bearing on the house attached out back, where his son lives.

Motion to approve the revised Site Plan for 114 Elm Street by Comm. Spitzer, seconded by Comm. Ryan, voted and approved.

Comm. Schaffer wanted to note for the record the service as secretary Cheryl Massmann has provided for the Commission.

Comm. Spitzer had questions in regards to the NYSEG issue.

Bruce Weber, Zoning Officer, stated that the hospital owns a variety of properties. It was his understanding that the property on the East side was all part of the hospital property, but it is not. It is a separated parcel. Mr. Weber has tried to contact NYSEG and is waiting for a reply. They may have to move it, or request a variance.

Comm. Felix let it be known that the residents of Excelsior Street appreciate the professional handling of the Site Plan Review of 126 Elm Street.

Item No. 10 – Minutes – July 23, 2012

Motion to approve the minutes by Comm. Gebhardt, seconded by Comm. Schaffer, voted and approved.

Capt. Knickerbocker suggested that the changes to Code be sent out in order to streamline the process. Fences in general should be simplified in process. Some discussion ensued on section 300 of the Zoning Ordinance.

Adjournment

On a motion of Comm. Spitzer, seconded by Comm. Schaffer, 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 27th OF AUGUST 2012.

RAFAEL FELIX, CHAIRPERSON

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