



PLANNING COMMISSION

MINUTES

October 22, 2012

A regular meeting of the City of Cortland Planning Commission was held on Monday, October 22, 2012, at 5:17 PM in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland, NY.

PRESENT: Comm. Jeff Gebhardt, D. Jo Schaffer, Troy Beckwith and Chris Ryan

ABSENT: Chair Rafael Felix

Staff Present: Director of Administration and Finance Mack Cook, Capt. William Knickerbocker of the Code office, and Zoning Officer Bruce Weber

Co-Chair D. Jo Schaffer called the meeting to order.

To speak was Director of Administration and Finance Mack Cook. He wanted to inform the group about what had taken place on the corner of River Street and Pomeroy. The old Gulf gas station was condemned, one local citizen stepped forward to landscape the property, but ownership has not changed hands. The site is temporary, but it is the hope that the City may purchase that property and incorporated that site into the city's Gateway Project.

Regular Meeting

Item No. 1 – 40-42 Main Street – (Megivern) – (GB) – Site Plan Review – Façade and rear elevator

Jeff Taw and Adam Megivern were present to answer any questions. The item had been reviewed by the Historic Review Commission and passed; colors and textures approved. Some discussion ensued.

On the motion of Comm. Beckwith, seconded by Comm. Gebhardt, voted and approved to recommend approval of the Site Plan Review as presented pending a title search on the rear of the property.

Item No. 2 – 115 Pendleton Street – (Whitney) – (R2) – Area Variance – Shed

To speak was Helen Whitney to explain her intention to replace an existing 10' X 14' shed and replacing it with a pre-built 12, X 12' shed to be set on crushed stone. Bruce Weber explained the only things to consider here would be for a set back (the shed would be four feet from the property line in the rear), and the total lot coverage allowance.

On the motion of Comm. Ryan, seconded by Comm. Beckwith, voted and approved recommendation to ZBA to grant the Area Variance for the shed, provided that the shed be placed at least two feet further from the property line on the South side and at least four feet from the rear property line.

Item No. 3 – Proposed exemptions to Site Plan Reviews – (Code)

The Board agreed to skip ahead to Item #4 and then come back to this item.

Item # 4 – 35 main Street – (Anderson) – (GB) – Site Plan Review

Richard Anderson came before this Board last month and was told that more information was needed. His intent is to convert the second floor of the building to accommodate five students, with a shared common area and a shared kitchen.

On the motion of Comm. Gebhardt, seconded by Comm. Ryan, voted and approved to recommend approval of the Site Plan review.

Revisit of Item #3 – Proposed exemptions to Site Plan Reviews – (Code)

Deputy Chief William Knickerbocker from the Code Office is proposing the elimination of the Site Plan Review process for some instances in an effort to streamline the process for certain applicants, and to lessen the work load on staff as well:

- Conforming fence/screen for a dumpster only, proposed for any property other than a single family residence.
- Buffer requirement
- Shed that does not require a building permit and/or does not involve lot coverage (Applicant could simply go before ZBA without paying \$150.00 to come before the Planning Commission.
- Parking lot repaving and striping

This item will be tabled until advice can be obtained from Corporation Counsel.

Minutes: Minutes of the September 24th meeting were not included in the mailing to Board members.

Comm. ??? expressed concern in regards to the discussion of Mr. Anderson's application: the definition of the purpose of converting the second level of 35 Main Street.

Adjournment

On the motion of Comm. ???, seconded by Comm. ???, voted and approved to adjourn.

I, RAFAEL FELIX, CHAIRPERSON 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, NY, HELD ON THE 22nd OF OCTOBER 2012.

RAFAEL FELIX, CHAIRPERSON