



## PLANNING COMMISSION

### MINUTES

**December 17, 2012**

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

**PRESENT:** Chair Rafael Felix, Comm. Denise Bushnell, Comm. Joseph McMahon, D. Jo Schaffer, and Chris Ryan

**ABSENT:** Comm. Beckwith

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

Item No. 1 – 126 Elm Street – (Stauber) – Revised Site Plan Review – (GI)

To speak was Gary Stauber, explaining that his original site plan was off a bit and when he laid out his forms for concrete, Capt. Knickerbocker informed him that on his plan he had 30' from the existing building, but his concrete forms were too close to the building so he is amending his application to 14'. Mr. Stauber stated that there will be additional changes down the road. Bruce Weber explained that at this time, only building 1 is up for discussion.

On the motion of Comm. Schaffer, seconded by Comm. McMahon, voted and approved the revised site plan as presented.

Item No. 2 – 166 Madison Street – (Lane) – Site Plan review and Use Variance – (R1) –

To speak was James Lane explaining he would like to put in a portrait studio. He had been on Main Street for six years and it would be more cost effective to own his own property. The property is located towards the 281 end of Madison Street, between two residences. The structure itself will not be changed, just painted and remodeled inside.

Discussion ensued regarding parking, traffic, signage, hours of operation, and lighting.

Capt. Knickerbocker suggested submitting an application soon if he intends to light the sign.

Motion by Comm. Schaffer, seconded by Comm. Ryan, voted and approved, to recommend to the ZBA approval of the Site Plan contingent on the ZBA's approval of the Use Variance

Item No. 3 – 110 North Main Street – (Ben) – Site Plan Review – (R4)

To speak was Atty. Stuart Ben representing Dr. Freddie Edelman, a podiatrist who wishes to use the premises for his practice. The first floor would serve as his office and the second floor contains two apartments. The plans are not to scale and ten foot buffer strips were sketched in. There is a driveway on the right side of the building, which will become a buffer strip, and the driveway on the other side of the building will remain in use. There will not be more than two physicians in the office.

Discussion ensued regarding lot coverage and number of parking spaces.

Mrs. Livia Natale was also present to answer questions. Mr. & Mrs. Natale would like to sell the property before the end of the year and Dr. Edelman needs to have concerns addressed before making a purchase offer. Due to the time constraints the suggestion was that if all the criteria were

presented and accepted by Bruce Weber the Commissioners would be willing to be polled for a decision by phone or email.

Mr. Weber noted that he had an issue with this because the application and proper drawings were not submitted in a timely manner and the Code Office and Zoning Officer need sufficient time to review. When the application is submitted, it is necessary to submit proper plans stamped by a NYS architect.

On the motion of Comm. McMahon, seconded by Comm. Bushnell, voted and approved, to table the application for Site Plan Review until the January 28, 2013 meeting, with the submission deadline being January 17, 2013.

**Minutes:**

The recording of the October meeting was not decipherable as to who made the motion to adjourn and who seconded the motion.

Motion was apparently made by Comm. Ryan, seconded by Comm. Gebhardt.

On the motion of Comm. Schaffer, seconded by Comm. Ryan, voted and approved to approve the minutes of the October 22, 2012 meeting.

Adjournment

On the motion of Comm. Schaffer, seconded by Comm. McMahon, 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