



## PLANNING COMMISSION

### MINUTES

**June 24, 2013**

A regular meeting of the City of Cortland Planning Commission was held on Monday, June 24, 2013, at 5:15 PM in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland, NY.

PRESENT: Chairman Jeff Gebhardt, Comm. Chris Ryan, Troy Beckwith, Joseph McMahon, Denise Bushnell

ABSENT: Comm. Rafael Felix, Jo Schaffer

Staff Present: Assistant Chief William Knickerbocker  
Zoning Officer Bruce Weber

#### **Item #1 – Gateway Project Presentation – Mack Cook**

Mack Cook spoke about the City of Cortland's Gateway Project.

#### **Item #2 – 130 South Main Street (Yo Way) – GB – Sidewalk Cafe**

Decision – Motion to approve the permit for café tables and chairs as submitted:

Motion by: Comm. Beckwith

Seconded by: Comm. McMahon

Ayes – 4

Nays – 0

#### **Item #3 – 20 Sand Street (Ten Eyek) – R1 – Rear Door, Relocation of 3 windows, New sidewalk and New Roof**

Proposed use of property:

- Add exterior door from rear yard to first floor laundry
- Shorten existing window wells to be inside of drip line
- Replace & relocate three (3) bedroom windows
- New sidewalk
- Construct a utility closet, 5' by 5' at end of exterior stairwell
- Replace flat roof with a Gable roof over stairwell & closet
- 10 parking spaces

Decision – Motion to approve the Site Plan Review as submitted:

Motion by: Comm. McMahon

Seconded by: Comm. Beckwith

Ayes – 4

Nays – 0

Recommendations:

- Remaining items be approved by Zoning Board of Appeals with the condition that the parking spots be changed from 10 to 6

**Item #4 – 122 Tompkins Street (Reyggers) – R1 – Parking Lot**

Proposed use of Property:

- Increase buffer strip on NW side of parking lot from 6 feet to 10 feet ≈ 110 feet total
- Move shrubbery back (east) ≈ 4 feet
- Install guard rail (6 x 6 post 2 x 6” rail P/T lumber)
- Install vinyl fence ≈ 275 feet

Decision – Motion to approve the Site Plan Review as submitted:

Motion by: Comm. Bushnell

Seconded by: Comm. Ryan

Ayes – 4

Nays – 0

**Item #5 – 13 Lincoln Avenue (Lella) – R2 – Rehab Porch**

Proposed use of Property:

- Rehab existing porch

Decision – Motion to approve the Site Plan Review as submitted:

Motion by: Comm. Ryan

Seconded by: Comm. McMahan

Ayes – 5

Nays – 0

**Item #6 – 160 Clinton Avenue (Dickeys Barbecue) – GB – Multiple Food Vendor Sales**

Proposed use of Property:

- Multiple food vendor sales
- Wednesday evening “Cruise Ins”

Decision – Motion to approve the Site Plan Review as submitted:

Motion by: Comm. McMahan

Seconded by: Comm. Beckwith

Ayes – 4

Nays – 0

**Item #7 – 51 Groton Avenue (Riker) – R4 – Replace Woodened Screened Porch with Hand Rails and Cable Wire**

Proposed use of Property:

- Replace wooden screened-in porch with hand rails and cable wire

Decision – Motion to approve the Site Plan Review as submitted :

Motion by: Comm. Beckwith

Seconded by: Comm. Bushnell

Ayes – 5

Nays – 0

**Item #8 –33/35 Alvena Avenue (Argyle) – New Fence to Enclose Backyard**

Proposed use of Property:

- Erect new fence to enclose backyard
- Attach existing section(s) of fence with 4 feet high picket fence along Loope St
- Attach back porch of 35 Alvena St to existing stockade fence in backyard

Decision – Motion to approve the Site Plan Review as submitted on the condition that the fence be a picket or chain link fence no more than 4 feet in height:

Motion by: Comm. McMahon

Seconded by: Comm. Ryan

Ayes – 5

Nays – 0

**Item #9 – 21 Clayton Avenue (Phelps) – R4 – Replace Existing Door with Roofed Door**

Proposed use of Property:

- Replace existing bilco door with roofed door, using existing foundation

Decision – Motion to approve the Site Plan Review as submitted:

Motion by: Comm. Beckwith

Seconded by: Comm. McMahon  
Ayes – 4  
Nays – 1 Comm. Ryan

**Item #10 – Pita Gourmet – Appeal of Historical Board Decision**

Appeal of Historic and/or Architectural Board decision.

Motion to set public hearing for July 22<sup>nd</sup> Planning Commission meeting – Approved:

Motion by: Comm. McMahon  
Seconded by: Comm. Bushnell  
Ayes – 5  
Nays – 0

**Item #11 – 185 Port Watson Street (Pothos) – GB – Expand Parking**

Proposed use of Property:

- Expansion of parking lot
- Clean up property
- Use gravel for driveway, with

Decision – Motion to approve the Site Plan Review as submitted:

Motion by: Comm. Bushnell  
Seconded by: Comm. McMahon  
Ayes – 4  
Nays – 0

Recommendations:

- Zoning Board of Appeals to approve the site plan review with the five provisions made by County Planning Board

**Item #12 – 128 South Main Street (Stone Lounge) – GB – Sidewalk Café**

Decision – Motion to approve permit for café tables and chairs as submitted with the exception that there be 5 tables and not the requested 6:

Motion by: Comm. Beckwith  
Seconded by: Comm. Ryan

Ayes – 5

Nays – 0

**Item #13 – Code Changes**

No action taken

**Minutes of the May 20, 2013 meeting**

Decision – Motion to approve the minutes of the May 20, 2013 meeting as submitted:

Motion by:               Comm. Ryan

Seconded by:           Comm. Bushnell

Ayes – 5

Nays – 0

Adjournment – Motion to adjourn:

Motion by:               Comm. McMahon

Seconded by:           Comm. Ryan

Ayes – 5

Nays – 0

**I, JEFF GEBHARDT, 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 24<sup>th</sup> OF JUNE, 2013**

**JEFF GEBHARDT, CHAIRPERSON**