



## PLANNING COMMISSION

### MINUTES

**July 22, 2013**

A regular meeting of the City of Cortland Planning Commission was held on Monday, July 22, 2013, at 5:15 PM in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland, NY.

PRESENT: Chairman Jeff Gebhardt, Commissioner Rafael Felix, Troy Beckwith, D. Jo Schaffer, Joseph McMahon, Denise Bushnell

ABSENT: Commissioner Chris Ryan

Staff Present: Mayor Brian Tobin, Deputy Chief William Knickerbocker, Zoning Officer Bruce Weber, Assistant to the Mayor Alex Goldstein

#### **Item #1 – Public Hearing – Historic/Architectural Review Board decision on Pita Gourmet**

##### Chairman Gebhardt

- Briefly summarized the actions made by the Planning Commission, Zoning Board of Appeals and the Historic/Architectural Review Board regarding Pita Gourmet since 2011

##### Charbel Karam

- Discussed his business and the problem regarding the awning and signage

##### Bob Haight

- Member of the Cortland Chamber of Commerce
- Expressed support of Pita Gourmet
- Asked for the commission to think of ideas to resolve the current issue.

##### Paul Lorenzo

- Expressed his support for Pita Gourmet
- Stated that it costs time and money for small business owners to deal with many of issues
- His request to sell his property to the YMCA was denied by the Historic/Architectural Review Board

##### Adam Megivern

- Discussed downtown signage issues

##### Gary Van Gorder

- Discussed need of the boards and commissions to support the improvements of small businesses on Main Street

##### Dale Taylor

- Owner of Sarvay Shoes
- In support of Pita Gourmet
- His sign exceeds the zoning law but since it was put up in 1907 it is legal
- Asked for an exemption to be given to Pita Gourmet

Linda Kline

- Discussed the decision's made by the Historic/Architectural Review Board's decisions regarding Pita Gourmet

Bill Cleary

- Expressed support for Pita Gourmet and the signage issue

Public Hearing (Motion to close)

Motion by: Comm. Schaffer

Seconded by: Comm. Felix

Ayes – 5

Nays – 0

Decision – Motion to accept and grant a use variance for the second sign and the additional square footage

Motion by: Comm. Beckwith

Seconded by: Comm. Felix

Ayes – 5

Nays – 0

Abstention – 1          Comm. Schaffer

**Item #2 – 64 Tompkins Street – (Upscale Rentals) – R4 – Site Plan Review – Paved driveway and parking**

Alex Wisniewski of L.J.R. Engineering, P.C. was present to discuss the work being proposed. He was contracted by Upscale Rentals to prepare a site plan.

Proposed Use of Property:

- New paved driveway that will route around existing car port that will feature granite curbing
- Six existing parking spaces will be shifted to better align with the new driveway
- Two new rain gardens are proposed to accommodate runoff from the additional impervious surfaces

Decision – Motion to approve the site plan review as presented on the condition that all parking stripes be re-striped

Motion by: Comm. Schaffer

Seconded by: Comm. Felix

Ayes – 6

Nays – 0

**Item #3 – Cortland Regional Medical Center – (Hospital) – PO – Site Plan Review – 4 Air handling units**

Proposed Use of Property:

- 4 roof-mounted air-handling units (AHUs) installed
- Re-roofing of South Wing
- AHU-4 will replace an existing AHU on the Central Wing roof
- AHU-1 and the ICU AHU will be located on the South Wing roof, thus replacing one existing air-handling currently located in the basement
- Adding one completely new unit for the new ICU
- Fourth AHU replaces an existing operating room air-handler located on the Central Wing roof

Decision – Motion to approve site plan review as presented

Motion by:               Comm. Felix

Seconded by:           Comm. Bushnell

Ayes – 6

Nays – 0

**Item #4 – City Wastewater Treatment Plant – Sludge holding tank/elevations – Site Plan**

Proposed Use of Property:

- Construction of a new 1440 sq. ft. masonry building to house new sludge thickening equipment at the Waste Water Treatment Plant
- Addition of a 1700 sq. ft. asphalt driveway to access new building

Decision – Motion to approve plans as submitted

Motion by:               Comm. Beckwith

Seconded by:           Comm. McMahon

Ayes – 4

Nays – 0

Abstention – 1           Comm. Schaffer

Comm. Felix excused himself before a vote was made.

**Item #5 – 21 Clayton Avenue – (Phelps) – R4 – Removal of deck and change door to window**

Mr. Phelps was present to discuss the work to be done. This proposal is a revision to a previous application. Explained to the Commission that his property is a multi-family dwelling.

Proposed Use of Property:

- Remove existing deck
- Replace existing door to deck with a window

Decision – Motion to accept application once paperwork is filed with the City Clerk’s office

Motion by: Comm. Beckwith

Seconded by: Comm. Bushnell

Ayes – 5

Nays – 0

Comm. Felix excused himself before a vote was made.

**Item #6 – 185 Port Watson Street – (Pothos) – GB – Addition of Chair Lift**

Mr. Pothos was not present. This is a revision of a previous application.

Proposed Use of Property:

- Addition of handicap chair lift to property

Decision – Motion to accept proposal as submitted

Motion by: Comm. McMahon

Seconded by: Comm. Beckwith

Ayes – 5

Nays – 0

Comm. Felix excused himself before a vote was made.

**Minutes of the June 24, 2013 Meeting**

Decision – Motion to table the approval of the minutes of the June 24, 2013 meeting until the next month

Motion by: Comm. Beckwith

Seconded by: Comm. McMahon

Ayes – 5

Nays – 0

Comm. Felix excused himself before a vote was made.

**Adjournment**

Motion by: Comm. Bushnell

Seconded by: Comm. Schaffer

Ayes – 5

Nays – 0

Comm. Felix excused himself before a vote was made.

**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 22<sup>ND</sup> OF JULY, 2013.**

**JEFF GEBHARDT, CHAIRPERSON**