



PLANNING COMMISSION

MINUTES

November 25, 2013

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

PRESENT: Commissioners Chris Ryan, Troy Beckwith, Denise Bushnell, Joseph McMahon, Rafael Felix

ABSENT: Jeff Gebhardt, Jo Schaffer

Staff Present: Deputy Fire Chief William Knickerbocker, Zoning Officer Bruce Weber, Secretary to the Mayor Shellie Blaisdell

Item # – 1 – (1 Bellview) – (CMA Church – (R1) – Site Plan Review – Front steps and handicap lift.

Ken Caldwell and Pastor Brian Havens presented request and answered questions

Proposed Use of Property: Remove steps, enclose it, lift and changes to the restrooms- Handicap access to men's and women's restrooms upstairs.

Decision: Approval of plan as presented with recommendation to ZBA for Special Use Permit for said proposal.

Motion by: Comm. McMahon

Seconded by: Comm. Ryan

Ayes – 5

Nays – 0

Item # – 2 – (45 Main Street) – (Zaharis) – (R4) – Site Plan Review – Conversion to apartments

Applicant Mark Zaharis was present.

Proposed Use of Property: Convert the second and third floor and make six (6) fair market apartments - three (3) on each floor.

Resolution: To approve as presented.

Motion by: Comm. Beckwith

Seconded by: Comm. McMahon

Ayes – 5

Nays – 0

Item # – 3 – (50 Port Watson Street) – (Natalie) – R4 – Site Plan Review – Install Handicap Ramp.

Proposed Use of Property: To install a handicap ramp.

There was no one present for representation. There were no concerns or questions from commission. Met all requirements from the drawings.

Resolution: To approve the Site Plan as presented with the recommendation of an Area Variance to ZBA.

Motion by: Comm. McMahon

Seconded by: Comm. Bushnell

Ayes – 5

Nays – 0

Item # – 4 – (1 South Avenue) – (Ed Bennedy) – Site Plan Review – (GB) – Rooming House

Ed Bennedy was present to answer questions

Proposed Use of Property: To put in fourteen (14) single room occupancies into two (2) sections, with four (4) studio apartments. Will utilize same parking, place two (2) dumpsters at each end of building, utilize same windows, and have three (3) separate entrances.

There was confusion as to the application. Proposal in person is different than the application. Parking needs clarification from original application. It was stated no changes to the façade of the building however, with further clarification of the prints, there is possible changes. There are discrepancies between what Mr. Bennedy states in his presentation against the application and against the drawing.

Motion to deny: as presented and tabled until December 23, 2013 with the recommendation to withdraw the application and submit a new application with clear proposal of work to be done and final destination. Clearly defined parking, shrubs, sidewalk, defined lighting. A new design showing clearly the number of rooms, studios, parking approve site plan review contingent upon ZBA approval.

Motion by: Comm. Bushnell

Seconded by: Comm. Ryan

Ayes – 5

Nays – 0

Minutes of October 28, 2013 approved as read:

Motion by: Comm. Ryan

Seconded by: Comm. McMahon

Ayes – 5

Nays – 0

Adjournment

Motion by: Comm. McMahon
Seconded by: Comm. Ryan

Ayes – 5
Nays – 0

I, RAFAEL FELIX, VICE 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 NOVEMBER 25, 2013.

RAFAEL FELIX, VICE CHAIRPERSON