



PLANNING COMMISSION

MINUTES

Regular Meeting of April 28, 2014

A regular meeting of the City of Cortland Planning Commission was held on Tuesday, April 28, 2014, at 5:00 PM in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland, NY.

Present: Commissioners Jeff Gebhardt, Rafael Felix, Joseph McMahon, Jim Reeners,

Staff Present: Deputy Fire Chief William Knickerbocker, Secretary to the Mayor Shellie Blaisdell

Item # – 1 – 1 South Ave – (Bennedy) – (R2) – Site Plan Review – Property renovation of lower floor of the 3200 square foot former train station into a rooming house and apartments

Scott Chatfield (Attorney) was present to answer questions from the board.

Mr. Chatfield indicated the application was tabled from the March 24, 2014 Planning meeting so they could consult with Corporation Counsel. The plans are the proposed plans and no updates have been made. The only thing that has changed is the windows are being moved by a foot or so but are on the plans.

Drawings are not 100% clear and Planning has continually asked for clear drawings.

Comm. Reeners states this is for commercial indoor lodging and is a Use by Right. Site Plan does not have habitable use changes.

Comm. Reeners asks if Mr. Benny will be working with area agencies for his tenants; Mr. Chatfield replied he will work with agencies but would exercise his rights to rent outright as well.

There are 11 items or considerations planning commission and he needs to be in compliance with zoning code. Not aware of any code they will not comply with. There is no intention of improving parking area.

Mr. Chatfield asked about Corporation Counsel's recommendations and Comm. Gebhardt read the memo from Ric VanDonsel.

The board is concerned that Mr. Benny says one thing and it deviates from what is on the drawing and also is concerned that the renovations will be performed in a timely manner. The building permit system allows for one (1) year. Comm. Gebhardt is also concerned about the community vocally stating objection against the project. However with advice from Corporation Council there is no legal denial for this reason.

A motion was made by Comm. Gebhardt to approve the application as presented and that Mr. Benny complies with the written application and drawing and we have a time frame so no Certificate of Occupancy is granted until the exterior of property and grounds including parking, shrubbery, etc. so the exterior improvements are complete. No occupancy until this is complete.

Motion by: Comm. Gebhardt
Seconded by: Comm. Reeners

Ayes – 3
Nays – 1 (Comm. Felix)

Item # – 2 – 20 Reynolds Ave – (Baccile) – (R2) – Site Plan Review – Parking/two family dwelling

Mr. Baccile was present to answer questions from the board. He indicates he will be just putting more gravel over the existing area. There needs to be interpretation of zoning due to it being a three-family unit with the zoning code – all areas for the driveway and area used for parking needs to be blacktopped.

Mr. Baccile is concerned about blacktop due to flooding issues; the stone/gravel will provide for a better run off and prevent flooding.

If it is clearly stated in the zoning records of a variance issued to allow to be stoned, then the asphalt stipulation will be deemed unnecessary.

A motion was made by Comm. Felix to table the application until time to investigate if there is prior variance from Zoning Department.

Motion by: Comm. Felix
Seconded by: Comm. McMahon

Ayes – 4
Nays – 0

Item # – 3 – 202 Main Street – (Premier Property Rentals) – (R2) – Site Plan Review – Enlarging existing driveway

Russell Simonetta – A Lawyer/property owner

Application is to enlarge the existing driveway. It is a Commercial property and the applicant has gone through calculations for the lot coverage. He is just trying to make it nicer. Gravel shows in blue are the existing and the red is the proposed. Dimensions 16 feet wide by length of 42 feet. This will take out a partial sidewalk. Has no plan of blacktopping. Is within the scope of yardage. Will also need verification of prior approval from the Zoning Office regarding blacktopping vs. gravel.

~~Recommends applicant checks with Zoning on the property to see if prior action was given for this property (Use Variance). Also, refer to the Abstract to see if something to indicate it is good to allow gravel vs. blacktop.~~

A motion was made by Comm. Felix to approve the application as presented pending ZBA approval of the variance.

Motion by: Comm. Felix
Seconded by: Comm. McMahon

Ayes – 4
Nays – 0

Item # – 4– 41 Prospect Terrace – (Walsh) – Site Plan Review – Widening existing driveway to allow for additional parking spaces. And, proposed dumpster enclosure.

There is no representation; this item is tabled until next meeting.

Motion by: Comm. Reeners
Seconded by: Comm. Felix

Ayes – 4
Nays – 0

Item # – 5 – 160 Clinton Ave (Salt City Development) – (GB) – Site Plan Review – Renovation to exterior P&C Building

John Anderson, (project Manager with MacKnight Architects) was here to present drawings along with Owners Greg Young and Myles Da Cunha to answer questions from the board.

This is metal siding, remove existing metal panels and put in new façade clap board and wide trim boards. Fiber... and heather moss dominant color.

It will be the same brick; show as a recessed entrance; add gable 2’8” deep.

Lighting – LED but dim, strip lighting over sidewalk. Replace existing lights.

Design will match subway.

Siding to match top – the fascia board and will wrap to subways then paint. Simulated – existing covered windows – original entrance to building.

A motion was made by Comm. Reeners to recommend the application as presented and was seconded by Comm. Felix.

Motion by: Comm. Reeners
Seconded by: Comm. Felix

Ayes – 4
Nays – 0

Item # – 6 – Prospect Street – (CRC) – Site Plan Review – Existing parking lot entrance to have center island widened to accommodate a personnel booth. New gates to be installed and ticket dispensed and auto pay kiosk removed.

Cemetery owns property (30 year lease)

ASC is having problems with current equipment – would like to put in the new island – 4’x6’. Students will work part-time to run the booth. Hours will be 6:45am -10 pm. Hangtag summer and breaks – 648 ft gates – manually operated gages. Gates will be up during the off hours.

~~A motion was made by Comm. Felix to approve the application as presented and seconded by Comm. Reeners~~

Motion by: Comm. Felix
Seconded by: Comm. Reeners

Ayes – 4
Nays – 0

Minutes: Minutes from March 11, 2014 and March 24, 2014

A motion by Comm. McMahon was made to accept the minutes of March 11, 2014 and seconded by Comm. Felix.

Motion by: Comm. McMahon
Seconded by: Comm. Felix

Ayes – 4
Nays – 0

A motion by Comm. Felix was made to accept the minutes of March 24, 2014 and seconded by Comm. McMahon.

Motion by: Comm. Felix
Seconded by: Comm. McMahon

Ayes – 4
Nays – 0

Scheduling: The May meeting is scheduled for May 27, 2014

Adjournment: (6:45 pm)

Motion by: Comm. Felix
Seconded by: Comm. McMahon

Ayes – 4
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 APRIL 28, 2014.

JEFF GEBHARDT, CHAIRPERSON