



**PLANNING COMMISSION
MINUTES
Regular Meeting of February 22, 2016**

A regular meeting of the City of Cortland Planning Commission was held on Monday, February 22, 2016, at 5:15 PM in the Mayor’s Conference Room at City Hall, 25 Court Street, Cortland, NY.

Present: Commissioners Jeff Gebhardt, Joe McMahon, Rafael Felix, Jim Reeners, Jim Wavle
Absent: Commissioner Troy Beckwith, Chris Ryan
Staff Present: Zoning Officer Bob Rhea, Deputy Chief Knickerbocker, Conf. Secretary to the Mayor
Devon Rainbow

Item #1 – 21 Prospect Terrace - (Taw) – Site Plan Review - (R1)

- *Replacement of an existing front porch*

Jeff Taw (Lawyer for property owner) was present for the meeting. The foundation of the existing front and east side porch is failing. They want to demolish the porch, roof and existing stairs to construct a new one to match exactly the size of the current porch. It will be the same foot print. A new retaining wall will be constructed between the new porch and the driveway to control erosion. Two new sets of stairs for the porches will be done according to code standards. The existing driveway will be demolished and replaced with a new asphalt drive in the same foot print. An existing clay drain will be intercepted in the existing gravel parking area with a new drainage structure. It will then be directed down the driveway to the City’s storm water system.

Comm. Reeners commented that the driveway/parking area cannot remain gravel due to the improvements of the dry wall and gravel being done. It is now required that the entire driveway/parking area be paved. The parking area is grandfathered in for use. They also need to have lines marking some parking spaces.

ZEO Bob Rhea considers gravel as impervious surface. The improvement includes new requirements. There needs to be a parking plan.

A motion was made to approve the application contingent on paving the entire parking area and installing parking lines and contingent on approval from the County.

Motion By: Comm. Reeners
Seconded By: Comm. McMahon

Approved: Ayes – 4
Nays – 0

Approval of Minutes:

A motion was made to accept the December 28th, 2015 minutes as amended by Comm. Felix and seconded by Comm. McMahon.

Approved: Ayes – 4
 Nays – 0

A motion was made to accept the January 25th, 2016 minutes as amended by Comm. Felix and seconded by Comm. Reeners.

Approved: Ayes – 4
 Nays – 0

New/Old Business

Comm. Felix asked ZEO about the Hospital’s 5 year plan. They mentioned previously about having one. ZEO Bob Rhea explained that there is no 5 year plan. He called and asked about one but because so many things change, and there is too much uncertainty, they do not have one. It is suggested that maybe the hospital provide a statement in writing that there is no 5 year plan.

A new/corrected survey of the map from Snyder Drive was submitted.

Adjournment:

Motion by: Comm. Felix
Seconded by: Comm. Wavle

 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 FEBRUARY 22, 2016.

JEFF GEBHARDT, CHAIRPERSON