

**Zoning Board of Appeals
City of Cortland
Monday, January 13, 2014**

A regular meeting of the Zoning Board of Appeals was held on Monday, January 13, 2014 at 5:00 PM in the Mayor’s Conference Room at City Hall.

Present: Chair, Mary Kay Hickey, Commissioners David Funk, Phyllis McGinley, Christine Place, Wayne Hanson

Absent: Comm. Michael Stoll, Jr., Comm. Stephen Brown

Staff: Zoning Officer; Bruce Weber, Deputy Fire Chief; William Knickerbocker

The meeting was called to order at 5:00 pm

Item # 1 – 82 Evergreen Street – PO (Allen) – Area Variance – Rebuilding Deck.

The applicant wishes to remove the existing deck and replace with a larger one. The deck is closer to the side property line and greater lot coverage, by approximately 200 square feet, than allowed.

Owner, Craig Allen presented for request of Area Variance. Original deck had a hot tub on it and pulled the deck away from the house. New construction will be building with hot tub in mind-using the most efficient way and will be reinforced. Replacing exactly what he had there.

A motion was made to close the Public Hearing by Comm. Funk and seconded by Comm. Hansen.

Approved: Ayes – 5
Nays – 0

The new deck is substantially similar to the previous one.

A motion was made by Comm. Place and seconded by Comm. Funk to grant the Area Variance as presented due to substantially similar in terms of lot coverage as it is going over existing paving and replacing an existing deck.

Approved: Ayes – 5
Nays – 0

Minutes

The minutes from December 9, 2013 will be waived for today’s meeting and will formally approve at the February 13, 2014 meeting with review of changes made.

New Business

Comm. Place raised some concern regarding the process and communication to the applicants on the expectations of the ZBA. (For example – appearing to represent the application).

Comm. Place recommends an information sheet that might go through Mr. Weber that would help with communication on expectations of the Zoning Board. Mr. Weber stated the application is very clear on the expectations and indicates attendance is recommended.

What can be done to help applicant through the process?

Due to the complexity of each individual applicant, each applicant is different. There is clear instruction to applicants about the process.

The applicant is not required to attend and be present at the Zoning Board meeting, however it is in their best interest to attend or have a representative attend to answer questions to the board and it also helps in the determination of the board.

Also in regards to applications that are clearly not able to be granted. Everyone has the right to file an application. Zoning codes should be updated; ZBA should be more pro-active in giving back information to the City/Alderman on trends that seem to be occurring in certain districts that might imply changes need to be made to codes.

A recommendation was made to draft a letter to the Common Council to move ahead with projects and also nominate a member of ZBA to be on a committee to revise the code.

Terms of board: (Elect every year in January for two year terms)

A motion was made by Comm. Place and seconded by Comm. McGinley to re-elect Mary Kay Hickey as Chair for the Zoning Board of Appeals Commission and David Funk as Vice Chair for the Zoning Board of Appeal Commission.

Approved: Ayes – 5
 Nays – 0

Adjournment

On the motion of Comm. Funk and seconded by Comm. Hansen, voted and carried to adjourn meeting.

Approved: Ayes – 5
 Nays – 0

I, MARY KAY HICKEY, MEMBER OF THE ZONING BOARD OF APPEALS FOR THE CITY OF CORTLAND, NY, DO HEREBY CERTIFY THAT SAID RESOLUTIONS WERE ADOPTED AT A MEETING OF THE ZONING BOARD OF APPEALS OF THE CITY OF CORTLAND, HELD ON THE 13th DAY OF JANUARY IN THE YEAR 2014.

MARY KAY HICKEY, ZBA MEMBER