

**RESOLUTION TO ADOPT LOCAL LAW NO. 12 OF 2014 ENTITLED “LOCAL
LAW TO AMEND THE CODE OF THE CITY OF CORTLAND BY ADDING
CHAPTER _____ – BEST VALUE”**

WHEREAS, The State Legislature and Governor amended General Municipal Law, §103 on November 13, 2013 to provide local governments greater flexibility in awarding contracts by authorizing the award of purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Article eight of the Labor Law) which may now be awarded on the basis of low bid or best value. The State legislation requires political subdivisions with a population of less than one million to pass a local law authorizing the use of the best value award process; and

WHEREAS, “Best value” means the basis for awarding contracts for services to the offeror which optimizes quality, cost and efficiency, among responsive and responsible offerors. Such basis shall reflect, wherever possible, objective and quantifiable analysis; and

WHEREAS, the basis of the award, the determination of the evaluation criteria, the process to be used in the determination of best value and the manner in which the evaluation process and selection shall be conducted shall be documented in the procurement record and in advance of the initial receipt of offers and shall be quantifiable whenever possible. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion identified in the bid to be considered by the City of Cortland in its determination of best value; and

WHEREAS, the City Administrator shall develop procedures that will govern the award of contracts on the basis of best value. These procedures shall be included in the City of Cortland’s Purchasing Manual and reviewed by the Council of the City of Cortland in conjunction with its annual review and approval of the Purchasing Manual; and

WHEREAS, an amendment of the City Code requires the adoption of a Local Law; and

WHEREAS, a public hearing on this proposed Local Law was held on December 16, 2014 before this Council, pursuant to public notice duly published in the *Cortland Standard*.

NOW, THEREFORE, BE IT RESOLVED, that proposed Local Law No. _____ of 2014 Entitled **Chapter _____ – Best Value To Authorize The Use Of Best Value, For Purchase Contracts (Including Contracts For Service Work, But Excluding Any Purchase Contracts Necessary For The Completion Of A Public Works Contract Pursuant To Article Eight Of The Labor Law) May Be Awarded On The Basis Of Low Bid Or Best Value, As Authorized In Section 103 Of The General Municipal Law And As Defined In Section One Hundred Sixty-Three Of The State Finance Law** be and the same is hereby enacted by City Council of the City of Cortland, New York.

LOCAL LAW NO. _____ OF THE YEAR 2014

CITY OF CORTLAND

A LOCAL LAW TO AMEND THE CODE OF THE CITY OF CORTLAND BY ADDING CHAPTER _____ – BEST VALUE TO AUTHORIZE THE USE OF BEST VALUE, FOR PURCHASE CONTRACTS (INCLUDING CONTRACTS FOR SERVICE WORK, BUT EXCLUDING ANY PURCHASE CONTRACTS NECESSARY FOR THE COMPLETION OF A PUBLIC WORKS CONTRACT PURSUANT TO ARTICLE EIGHT OF THE LABOR LAW) MAY BE AWARDED ON THE BASIS OF LOW BID OR BEST VALUE, AS AUTHORIZED IN SECTION 103 OF THE GENERAL MUNICIPAL LAW AND AS DEFINED IN SECTION ONE HUNDRED SIXTY-THREE OF THE STATE FINANCE LAW

Be It Enacted by the Common Council of the City of Cortland, New York as follows:

§18-1. Title and authority

- A. This chapter shall be known and may be cited as “Best Value”.
- B. The City of Cortland, under the authority of §103 of the General Municipal Law and as defined in section one hundred sixty-three of the State Finance Law, hereby enacts this chapter.

§18-2. Declaration of Intent

- A. The intent of this Local Law shall be to authorize the use of Best Value criteria when awarding purchase and service contracts consistent with Section 103 of the General Municipal Law and Section 163 of the New York State Finance Law. Use of best value criteria is intended to provide the City of Cortland greater flexibility in awarding contracts and ensure that the City of Cortland obtains the highest quality goods and services at a low cost. Awarding contracts on the basis of Best Value standards is further intended to promote competition, foster fairness among vendors and competitors, expedite contract awards, optimize quality, control costs and enhance efficiency among responsive and responsible offerors.

§18-3. Definitions

- A. Purchase Contracts – Contracts for goods, commodities and equipment, including technology.
- B. Public Works Contracts – Contracts for items or projects involving primarily labor or both material and labor where labor is the major portion of the contract.
- C. Best Value – The basis for awarding contracts for services to the offeror which optimizes quality, cost and efficiency, among responsive and responsible offerors. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerors that are small businesses or certified minority or

women-owned business enterprises as defined in Executive Law Section 310 (1), (7), (15) and (20) and as may be amended.

- D. Procurement record – Purchasing documents such as requisition, purchase order, and competitive bid, etc.
- E. Responsive and responsible offeror – A responsive offeror is an offeror meeting the minimum specifications. In assessing whether an offeror is responsible, the City of Cortland should consider an offeror’s capacity and financial ability to complete the contract, accountability, past performance, reliability and integrity per State Finance Law, section 163 (l)(c) and (l)(d).

§18-4. Requirements

- A. Where the basis for award is the best value offer, the procurement record shall include documentation, in advance of the initial receipt of offers, the evaluation criteria, which whenever possible, shall be quantifiable, and the process to be used in the determination of best value and the manner in which the evaluation process (rating of proposals) and selection shall be conducted.
- B. The solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the City of Cortland in its determination of best value.
- C. Best Value is also an approved award basis for contracts to be piggybacked.
- D. Procedures that govern the award of contracts on the basis of best value shall be included in the City of Cortland’s Purchasing Manual and reviewed annually by the Council of the City of Cortland in conjunction with its annual review and approval of the Purchasing Manual, consistent with General Municipal Law, section 104-b(2)(f).

§18-5. Severability

If any section or subsection, clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court or competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the section or subsection, clause, sentence, paragraph, subdivision or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

§18-6. Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

**CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. _ OF THE YEAR 2014**

HIGHWAY
Reynolds Avenue

SIDE
West

BOUNDARIES
From the intersection
of the curb lines of
Tompkins Street and
Reynolds extending
south to a point a
distance of 300'

For Information Only.

* This provision replaces existing prohibition of parking set forth in the code § 11-63 at Page 11:25 that prohibits parking between 220' and 294' from intersection of Tompkins and Reynolds along the West side of Reynolds.

Revise (amend) Code of ordinance section 100-10 A (1) e

-A provision to include institutional and residential occupancies and special events that create life safety concerns for the Department

10-7-14 DC Knickerbocker

Tuesday, October 7, 2014

Chapter 100. BUILDING CONSTRUCTION AND FIRE PREVENTION

Article I. Administration and Enforcement of Uniform Code

§ 100-10. Operating permits.

A. Operating permits required.

(1) Operating permits shall be required for conducting the activities or using the categories of buildings listed below:

(a) Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in Table 2703.1.1(1), 2703.1.1(2), 2703.1.1(3) or 2703.1.1(4) in the publication entitled "Fire Code of New York State" and incorporated by reference in 19 NYCRR 1225.1;

(b) Hazardous processes and activities, including but not limited to commercial and industrial operations which produce combustible dust as a byproduct, fruit and crop ripening, and waste handling;

(c) Use of pyrotechnic devices (indoor or outdoor) within the City limits;

(d) Buildings or structures containing one or more areas of public assembly with an occupant load of 100 persons or more;

(e) Buildings, structures or event whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by ~~resolution adopted by the Common Council of this City~~ the Fire Marshal.

(f) Temporary or permanent installation of LP gas storage containers, indoors or outdoors, exceeding 24 pounds' water capacity (10.8 kg).

(g) Hospitals and Nursing homes,

(h) Adult and child daycare centers,

(2) Any person who proposes to undertake any activity or to operate any type of building listed in this Subsection A shall be required to obtain an operating permit prior to commencing such activity or operation.

B. Applications for operating permits. An application for an operating permit shall be in writing, on a form provided by or otherwise acceptable to the Code Enforcement Officer. Such application

shall include such information as the Code Enforcement Officer deems sufficient to permit a determination by the Code Enforcement Officer that quantities, materials, and activities conform to the requirements of the Uniform Code, and the property in question is free of liens for any "delinquent tax", as such term is defined in Section 1102, Article 11 of the Real Property Tax Law of the State of New York, including, but not limited to, any unpaid tax, special ad valorem levy, special assessment or other charge imposed upon real property by or on behalf of a municipal corporation or special district, plus all applicable charges, relating to any parcel which is included in the return of unpaid delinquent taxes prepared pursuant to section nine hundred thirty-six of this chapter or such other general, special, or local law as may be applicable, however, in no event, however, shall "delinquent tax" include any unpaid tax or other charge against lands owned by the state. If the Code Enforcement Officer determines that tests or reports are necessary to verify conformance, such tests or reports shall be performed or provided by such person or persons as may be designated by or otherwise acceptable to the Code Enforcement Officer, at the expense of the applicant.

C. Inspections. The Code Enforcement Officer or an inspector authorized by the Code Enforcement Officer shall inspect the subject premises prior to the issuance of an operating permit.

D. Multiple activities. In any circumstance in which more than one activity listed in Subsection A of this section is to be conducted at a location, the Code Enforcement Officer may require a separate operating permit for each such activity, or the Code Enforcement Officer may, in his or her discretion, issue a single operating permit to apply to all such activities.

E. Duration of operating permits. Operating permits shall be issued for such period of time, not to exceed one year in the case of any operating permit issued for an area of public assembly and not to exceed three years in any other case, as shall be determined by the Code Enforcement Officer to be consistent with local conditions. The effective period of each operating permit shall be specified in the operating permit. An operating permit may be reissued or renewed upon application to the Code Enforcement Officer, payment of the applicable fee, and approval of such application by the Code Enforcement Officer.

F. Revocation or suspension of operating permits. If the Code Enforcement Officer determines that any activity or building for which an operating permit was issued does not comply with any applicable provision of the Uniform Code, such operating permit shall be revoked or suspended.

G. Fee. The fee specified in or determined in accordance with the provisions set forth in § 100-16, Fees, of this article must be paid at the time of submission of an application for an operating permit, for an amended operating permit, or for reissue or renewal of an operating permit.

Amendments to Code

City of Cortland

§ 100-4 Building permits.

A. Building permits required. Except as otherwise provided in Subsection B of this section, a building permit shall be required for any work which must conform to the Uniform Code and/or the Energy Code, including, but not limited to, the construction, enlargement, alteration, improvement, removal, relocation or demolition of any building or structure or any portion thereof, and the installation of a solid-fuel-burning heating appliance, chimney or flue in any dwelling unit. Additionally, paving, repaving, striping and the alteration/enlargement of any driveway or parking area shall require a permit. No person shall commence any work for which a building permit is required without first having obtained a building permit from the Code Enforcement Officer. No permits shall be issued for the installation of solid-fuel-burning outdoor boiler units, nor any buildings or structures erected for the purpose of housing such units, since the use of such outdoor boiler units is prohibited.

B. Exemptions. No building permit shall be required for work in any of the following categories:

- (1) Construction or installation of one-story detached structures associated with one- or two-family dwellings or multiple single-family dwellings (townhouses) which are used for tool and storage sheds, playhouses or similar uses, provided the gross floor area does not exceed 144 square feet (13.38 square meters);
- (2) Installation of swings and other playground equipment associated with a one- or two-family dwelling or multiple single-family dwellings (townhouses);
- (3) Installation of swimming pools associated with a one- or two-family dwelling or multiple single-family dwellings (townhouses) where such pools are designed for a water depth of less than 24 inches and are installed entirely above ground;
- (4) Construction of retaining walls less than three feet in height unless such walls support a surcharge or impound Class I, II or IIIA liquids;
- (5) Installation of window awnings supported by an exterior wall of a one- or two-family dwelling or multiple single-family dwellings (townhouses);
- (6) Painting, wallpapering, tiling, carpeting, or other similar finish work;
- (7) Installation of listed portable electrical, plumbing, heating, ventilation or cooling equipment or appliances;
- (8) Replacement of any equipment, provided the replacement does not alter the equipment's listing or render it inconsistent with the equipment's original specifications; or
- (9) Repairs, provided that such repairs do not involve:
 - (a) The removal or cutting away of a load-bearing wall, partition, or portion thereof, or of any structural beam or load-bearing component;
 - (b) The removal or change of any required means of egress, or the rearrangement of parts of a structure in a manner that affects egress;
 - (c) The enlargement, alteration, replacement or relocation of any building system; or
 - (d) The removal from service of all or part of a fire protection system for any period of time.

C. Exemption not deemed authorization to perform noncompliant work. The exemption from the requirement to obtain a building permit for work in any category set forth in Subsection B of this section shall not be deemed an authorization for work to be performed in violation of the Uniform Code or the Energy Code.

D. Applications for building permits. Applications for a building permit shall be made in writing on a form provided by or otherwise acceptable to the Code Enforcement Officer. The application shall

be signed by the owner of the property, or an authorized agent of the owner, where the work is to be performed. The application shall include such information as the Code Enforcement Officer deems sufficient to permit a determination by the Code Enforcement Officer that the intended work complies with all applicable requirements of the Uniform Code and the Energy Code. The application shall include or be accompanied by the following information and documentation:

(1) A description of the proposed work;

(2) The Tax Map number and the street address of the premises where the work is to be performed;

(3) **(6) proof that the real property is not subject to any lien for any "delinquent tax", as such term is defined in Section 1102, Article 11 of the Real Property Tax Law of the State of**

New York, including, but not limited to, any unpaid tax, special ad valorem levy, special assessment or other charge imposed upon real property by or on behalf of a municipal corporation or special district, plus all applicable charges, relating to any parcel which is included in the return of unpaid delinquent taxes prepared pursuant to section nine hundred

thirty-six of this chapter or such other general, special, or local law as may be applicable, however, in no event, however, shall "delinquent tax" include any unpaid tax or other charge

against lands owned by the state.

(4) The occupancy classification of any affected building or structure;

(5) When applicable, a current, professional survey map of the property (any new building and structure, any alteration addition that modifies the footprint of the property);

(6) When applicable, a statement of special inspections prepared in accordance with the provisions of the Uniform Code; and

(7) Three sets of construction documents (drawings and/or specifications) which:

(a) Define the scope of the proposed work;

(b) Are prepared by a New York State registered architect or licensed professional engineer where so required by the Education Law;

(c) Indicate with sufficient clarity and detail the nature and extent of the work proposed;

(d) Substantiate that the proposed work will comply with the Uniform Code and the Energy Code; and

(e) Where applicable, include a site plan that shows any existing and proposed buildings and structures on the site, the location of any existing or proposed well or septic system, the location of the intended work, and the distances between the buildings and structures and the lot lines.

E. Construction documents. Construction documents will not be accepted as part of an application for a building permit unless they satisfy the requirements set forth in Subsection D(6) of this section. Construction documents which are accepted as part of the application for a building permit shall be marked as accepted by the Code Enforcement Officer in writing or by stamp. One set of the accepted construction documents shall be retained by the Code Enforcement Officer for the property file, a second set shall be forwarded to the Assessors Office, and a third set of the accepted construction documents shall be returned to the applicant to be kept at the work site so as to be available for use by the code enforcement personnel. However, the return of a set of accepted construction documents to the applicant shall not be construed as authorization to commence work or as an indication that a building permit will be issued. Work shall not be commenced until and unless a building permit is issued or emergency circumstances exist.

F. Issuance of building permits. An application for a building permit shall be examined to ascertain whether the proposed work is in compliance with the applicable requirements of the Uniform Code and Energy Code. The Code Enforcement Officer shall issue a building permit if the proposed work is in compliance with the applicable requirements of the Uniform Code and Energy Code.

G. Building permits to be displayed. Building permits shall be visibly displayed at the work site and shall remain visible until the authorized work has been completed.

H. Work to be in accordance with construction documents. All work shall be performed in accordance with the construction documents which were submitted with and accepted as part of the application for the building permit. The building permit shall contain such a directive. The permit holder shall immediately notify the Code Enforcement Officer of any change occurring during the course of the work. The building permit shall contain such a directive. If the Code Enforcement Officer determines that such change warrants a new or amended building permit, such change shall not be made until and unless a new or amended building permit reflecting such change is issued.

I. Time limits. Building permits shall become invalid unless the authorized work is commenced within 12 months following the date of issuance. Building permits shall expire 12 months after the date of issuance. Upon application by the permit holder, payment of the applicable fee, and approval of the application by the Code Enforcement Officer, the Code Enforcement Officer may renew a building permit which has become invalid or which has expired pursuant to this subsection.

J. Revocation or suspension of building permits. If the Code Enforcement Officer determines that a building permit was issued in error because of incorrect, inaccurate or incomplete information, or that the work for which a building permit was issued violates the Uniform Code or the Energy Code, the Code Enforcement Officer shall revoke the building permit or suspend the building permit until such time as the permit holder demonstrates that all work then completed is in compliance with all applicable provisions of the Uniform Code and the Energy Code and all work then proposed to be performed shall be in compliance with all applicable provisions of the Uniform Code and the Energy Code.

K. Fee. The fee specified in or determined in accordance with the provisions set forth in § 100-16, Fees, of this article must be paid at the time of submission of an application for a building permit, for an amended building permit, or for renewal of a building permit. The standard building permit fee shall be doubled for work which requires a permit and which commences prior to any approval having been issued by the Code Enforcement Office or for which a stop-work order has been issued. Additionally, any person found working without a permit over the weekend shall be subject to a fee increase of three times the standard rate.

L. Fees for professional services retained by the Code Enforcement Officer in the review of construction documents shall be the responsibility of the building permit applicant.



December 8, 2014

Common Council
City of Cortland
25 Court Street
Cortland, NY 13045

On behalf of the Cortland Downtown Partnership, I submit the following resolution for the Common Council's consideration regarding the Cortland Downtown Partnership event, First Light, on December 31, 2014:

1. The Cortland Downtown Partnership (CDP) requests that the City of Cortland close down Main Street between Court Street and Port Watson Street from 9:00p.m. December 31, New Year's Eve, until 1:00a.m. January 1 for Cortland County's First Light celebration.
2. The CDP requests that the City parking lot on Port Watson Street be closed December 31 until 4:00a.m. January 1 as the launching location for Little Big Shots fireworks for the event.

YOUNG EXPLOSIVES CORPORATION
Fireworks Exhibition Agreement

This agreement made this 6th day of August, 20 14 by and between Young Explosives Corporation of Rochester, NY, hereafter designated **Young**, and

Cortland Downtown Partnership

PO Box 224

Cortland, New York 13045

hereafter designated the customer, providing for the sale of and an exhibition of fireworks to be located at

Cortland Youth Bureau parking lot; 35 Port Watson Street; Cortland, NY 13045

on the date of Wednesday, December 31, 20 14 in a location to be designated by the customer and approved by Young.

The parties hereto mutually agree, one with the other, as follows:

1. **Guaranteed Exhibition of Fireworks**

Young agrees to furnish an exhibition of fireworks substantially in accordance with the program submitted and that it shall be of first quality and properly made. Young shall supply a sufficient number of technicians to execute the display in a safe and artistic manner. Young guarantees that the display will be performed to any specifications outlined in this contract or in any approved addendums.

2. **Spectator Control**

The customer agrees to furnish sufficient protection, by either barricades, rope lines, or other dividers, at all points from the discharge area to prevent and keep spectators from entering the area and agrees to furnish ample police protection to Young's property and for the assembly, firing and dismantling of the exhibition without interference from the public. The customer shall defend, indemnify and hold Young harmless for any liability because of the customer's negligent breach of this Section 2.

3. **Permits**

The customer agrees to procure and pay for all necessary permits and licenses which may be required by the municipal authorities. Young will apply for and obtain necessary permits and licenses on behalf of the customer if noted on page 2 of the contract or if notified by written notice from the customer. In that event, customer will pay in advance to Young the amount needed to pay for the permits and licenses. Permit and licensing fees are non-refundable unless refunded by the licensing authority. Customer assumes the responsibility for seeking a refund when applicable.

4. **Insurance**

a) Young agrees to procure liability insurance for \$ 2,000,000.00 coverage and zero deductibility on behalf of the customer. The insurance cost is included in the payable sum shown on this agreement.
b) Young will provide Workers' Compensation and Disability for the fireworks technicians.

5. **Postponement or Cancellation**

a) Young agrees that in the event of rain or inclement weather, a reasonable postponement may be made with *no extra charge*.
b) If the customer cancels the exhibition, Young reserves the right to bill the customer for travel expenses incurred, labor performed, and for the cost of the insurance.
c) If the customer cancels the exhibition before Young's technicians have been dispatched to the site, there will be *no charge*. However, customer is responsible for the actual expenses incurred by Young for special work and for nonrefundable fees outlined in this contract. Young may retain from any deposit or invoice the customer the amount necessary to reimburse it for expenses incurred on behalf of the customer when applicable.

6. **Terms of Payment**

a) Check box that applies: Young requires no down payment. Young requires a down payment of \$ _____, due by _____ 20 _____. If the exhibition is canceled the deposit will be refunded, less the expenses for which Young is entitled to reimbursement under Paragraph 5 above.
b) The customer agrees to pay Young, or his agent, the total sum of Five thousand three hundred ⁹⁰ Dollars for an exhibition of fireworks, which will include fireworks, insurance and technicians and expenses incurred by Young, forthwith at the end of said exhibition.
c) In the event of customer's failure to pay when due all sums due Young under this contract, Young shall be entitled to collect from customer its reasonable cost of collection, including interest and reasonable attorney's fees.

7. **Counterpart Execution; Electronic Signatures**

This Agreement may be executed in any number of counterparts with the same effect as if all the Parties had signed the same document. All counterparts shall be construed together and shall constitute one agreement. Facsimile and electronic signatures shall be deemed original signatures for all purposes of this Agreement.

Total sum 5,900.00 Dollars

Young Explosives Corp.
Display Fireworks

(800) 747-1781
(585) 394-1783
(585) 396-2663 Fax
P.O. Box 18653
Rochester, NY 14618
YoungExplosives.com

E-Mail: fireworks@youngexplosives.com

The parties sign below:

Sherry Foster

Young Explosives Corp.

S. FOSTER

(Print Name)

[Signature]

Customer Signature

Jane Witty

(Print Customer Name)

Title

Event Coordinator

Title

APPLICATION
For Street Closings
PLEASE PRINT ALL INFORMATION

Today's Date: November 13, 2014

Address of Street Closing: Closure of Main Street from Court Street to Tompkins Street.

Describe Event: the annual New Years Eve celebration, First Light

Applicant Witty, Jane E. on behalf PH # 607.591.7903
of Cortland Downtown Partnership (Home) Cell (Work)

Address: 9 Main Street E-mail Address: jane@cortlanddowntown.com
Street

Cortland City NY State 13045 Zip Code

Date of Street Closing: December 31, 2014 Alternate or Rain Date: None
January 1, 2015

Start Time: 10:00 AM or PM PM Finish Time: 12:30 AM or PM AM
* (No earlier than 9:00 AM) Dec. 31, 2014 * (No later than 8:00 PM) January 1, 2015

(*Unless altered by Common Council)

Estimated # of persons attending: _____

Will amplified music be provided?: Yes - see attached completed application.
(If yes, refer to requirement #8 for compliance)
City Ordinance Sct. 193-5 requires Common Council permission; SCT. 193-7 requires \$250 fee

Will alcohol be available? No.
If so, which address(es) will have alcohol? None

Alcohol is only allowed on private property. All State and City alcohol laws still apply during Street Closings.

A Street Closing permit does not allow the sale of alcohol or the consumption of alcohol on public property or by persons younger than 21 years of age.



CITY OF CORTLAND OFFICE OF CITY CLERK

25 COURT STREET • CORTLAND, NY 13045
PHONE (607) 756-6521 • FAX (607) 756-4644

JUDITH CHAMBERLIN
CITY CLERK

SOUND DEVICE PERMIT

DATE REQUESTED: December 31, 2014 ISSUANCE DATE: _____
NAME: Cortland Downtown Partnership EXPIRATION DATE: _____
ADDRESS: 9 Main Street, Cortland TELEPHONE: 607.591.7903
contact: Jane Witty

TYPE OF SOUND DEVICE: amplified sound Times: 10:00pm - 12:30am January 1, 2015
(movie & live stream video)
NON-PROFIT: yes -fixed location-

(*Please check if you are a non-profit group therefore no licensing fee applies)

LICENSE FEE: Fixed Location-\$250 Mounting upon Motor Vehicle-\$500

Fixed Location: For the use or operation of any radio, phonograph, microphone or other device by which sounds are magnified and caused to be heard over any public street or public place from any one fixed location and not in, or mounted upon a motor vehicle, the sum of **\$250** for any day or part of a day for which the applicant desires permission hereunder. (Code of Ordinances 193-5 Noise Article II Sound Devices [adopted 8-5-1969 as Ch. 12, Art. VI, of the 1969 Code of Ordinances])

Mounting upon motor vehicle: For the use or operation of any radio, phonograph, microphone or other device by which sounds are magnified and caused to be heard over any public street or public place to be used in, or mounted upon, a motor vehicle, the sum of \$500 for any day or part of a day for which the applicant desires permission hereunder. (Code of Ordinances 193-5 Noise Article II Sound Devices [adopted 8-5-1969 as Ch. 12, Art. VI, of the 1969 Code of Ordinances])

RESTRICTIONS, IF ANY:


Signature of Applicant

November 13, 2014
Date

APPLICATION MUST BE FILED AT LEAST TWO (2) WEEKS BEFORE FUNCTION TO ALLOW TIME FOR PROCESSING.



OPERATING PERMIT APPLICATION FORM

Applicant/Building Information

Applicant's Name: Cortland Downtown Partnership
Applicant's Address: 9 Main Street Cortland NY 13045
Contact Person: Jane Witty Telephone: 607.591.7903
Address of Premises for which Operating Permit is requested: same as above
Youth Bureau Parking lot on Port Watson Street.
Business Name: Cortland Downtown Partnership Telephone: off: 607.753.4928
cell: 607.591.7903
Tax Map Number: _____ Current Occupancy Class: _____

Type of Operating Permit

An Operating Permit is required to conduct any activity or to use any class of building listed below. Please indicate the type(s) of Operating Permit(s) requested by checking each applicable box.

- Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in Tables 2703.1.1(1), 2703.1.1(2), 2703.1.1(3) or 2703.1.1(4), of the Fire Code of New York State (see 19 NYCRR Part 1225); (See Appendix A.) Identify the materials and quantities and describe the manner in which the materials will be manufactured, stored or handled (attach additional sheets if necessary):

- Conducting a hazardous process or activity (including but not limited to, any commercial or industrial operation which produces combustible dust as a byproduct, fruit and crop ripening, and waste handling; (See Appendix B.) Describe the process(es) or activity(ies) to be conducted (attach additional sheets if necessary):

- Use of pyrotechnic devices (indoor or outdoor) within the City of Cortland; (See Appendix C.) Describe the proposed use (attach additional sheets if necessary):
Annual First Light celebration with fireworks provided by Young Explosives Corporation. An approximate 15 minute fireworks display
- Use of a building or structure containing one or more areas of public assembly with an occupant load of 100 persons or more (See Appendix D.) Describe the proposed use (attach additional sheets if necessary):

