



CITY OF CORTLAND

PLANNING COMMISSION

JANUARY 30, 2023

25 COURT STREET, CORTLAND NY 13045

MINUTES

ADMINISTER OATHS OF OFFICE

The City Clerk administered the oath of office to recently reappointed Planning Commission members Brendan McGovern, Joe McMahon, Chris Ryan, and Jim Wavle.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:20 p.m. The following Commission members were recorded present:

Brendan McGovern
Joe McMahon
Chris Ryan
Jim Wavle

The following Commission members were recorded absent:

Elliott Ayika
Chris Peppel

The Planning Commission has one vacancy.

MOTION TO ELECT A CHAIR & VICE CHAIR

A motion was made to elect Joe McMahon Planning Commission Chairman.

Motioned by: Mr. Wavle
Seconded by: Mr. Ryan
Approved: Ayes - 4
Nays - 0

A motion was made to elect Chris Ryan Planning Commission Vice Chairman.

Motioned by: Mr. Wavle
Seconded by: Mr. McMahon
Approved: Ayes - 4
Nays - 0

DISCUSSION OF CHANGES IN TERMS OF OFFICE

City Clerk Andy Jewett explained that the terms of office for members of the Planning Commission have been changed from three (3) years to seven (7) in accordance with New York State General City Law (GCL) § 27. GCL § 27 provides that city planning commissions shall consist of five (5) or seven (7) members as established by local

law and that appointment of members shall be for staggered terms of office equal in years to the number of members. The Common Council adopted Local Law No. 1 of 2023 on January 17, 2023 to amend § 300-181 of the City Charter to align the terms of office for the seven (7) members of the City’s Planning Commission with the provisions of GCL § 27.

GCL § 27 further provides a process for reestablishing planning commission members’ terms of office for the purpose of establishing staggered terms. The Common Council, following provisions of GCL § 27, adopted Resolution No. 11 of 2023 on January 17, 2023 confirming Mayor Steve’s reappointment of the following individuals to the Planning Commission for reestablished terms of office to expire as designated:

<u>Name</u>	<u>Term Expiration</u>
Joseph McMahan	December 31, 2023
Chris Ryan	December 31, 2024
Jim Reeners	December 31, 2025
Jim Wavle	December 31, 2026
Christopher Peppel	December 31, 2027
Elliott Ayika	December 31, 2028
Brenden McGovern	December 31, 2029

Subsequent to confirmation of the above appointments, Jim Reeners submitted his resignation on January 28, 2023, thus creating a vacancy with a term of office to expire December 31, 2025.

PROPOSED ZONING CHANGES

Agenda Item No. 1

Proposal to rezone four (4) properties on Front St. from R-1 to GI

- 55 Front St. Tax ID: 86.26-01-02.000
- 36-40 Front St. Tax ID: 86.26-01-01.000
- Route 81 Tax ID: 76.82-01-01.000
- Route 81 Tax ID: 83.26-01-01.000

A public hearing on Agenda Item No. 1 was opened at 5:25 p.m. Captain Roy Everett, Assistant Director of the Code Enforcement Division explained that the County Planning Commission recommended rezoning the four (4) above listed properties from Low Density Residential (R-1) consistent with § 300-21 A. of the City Administrative Code to General Industrial (GI) consistent with § 300-41 A. of the Administrative Code in response to the owner of property at 55 Front. St. submitting a Use Variance Application for the purpose of building a non-residential structure (pole barn for storage). Jeff Coville, a Front St. resident spoke in opposition to the proposed rezoning expressing concerns about property use that the rezoning would allow and stating his interest in maintaining the residential nature of the street. The public hearing was close at 5:53 p.m.

Planning Commission members discussed the issue, agreeing that there was no compelling reason to approve the proposed rezoning.

A motion was made to reject the proposed rezoning of the above listed properties from Low Density Residential (R-1) to General Industrial (GI).

Motioned by: Mr. Wavle
Seconded by: Mr. McMahan
Approved: Ayes - 4
Nays - 0

The four (4) above listed properties shall remain Low Density Residential (R-1).

Agenda Item No. 2

Proposal to rezone eight (8) properties on Squire St. from R-1 to GI

- 3 Squires St. Tax ID: 96.25-01-04.111
- 7-19 Squires St. Tax ID: 96.25-01-04.112
- 21 Squires St. Tax ID: 96.25-01-04.200
- 23 Squires St. Tax ID: 96.25-01-03.000
- 25 Squires St. Tax ID: 96.25-01-02.000
- 27-33 Squires St. Tax ID: 96.25-01-01.000
- 35-37 Squires St. Tax ID: 96.24-01-55.000
- 17-21 Delaware Ave. Tax ID: 96.24-01-56.000

A public hearing on Agenda Item No. 2 was opened at 5:59 p.m. There being no one present to speak on the matter, the public hearing was closed at 6:00 p.m.

Captain Roy Everett, Assistant Director of the Code Enforcement Division explained that the eight (8) above listed properties on Squires St. and Delaware Ave. were zoned as General Industrial (GI) consistent with § 300-41 A. of the Administrative Code. In 2018, he explained, the properties were, for an unknown reason, rezoned to R-1. Commission members agreed that the previous GI zoning appropriately fit the character and existing use of the above listed properties.

A motion was made to approve rezoning of the eight (8) above listed properties from Low Density Residential (R-1) to General Industrial (GI).

- Motioned by: Mr. Ryan
- Seconded by: Mr. McGovern
- Approved: Ayes - 4
Nays - 0

The eight (8) above listed properties shall be rezoned as General Industrial (GI).

SEQR ACTION

Agenda Item No. 3

Designate the County of Cortland as SEQR Lead Agency for Rezoned Properties on Squire St. and Delaware Ave.

A motion was approved to designate the County of Cortland as SEQR lead agency for the eight (8) properties on Squire St. and Delaware Ave. that were rezoned pursuant to Agenda Item No. 2.

- Motioned by: Mr. McGovern
- Seconded by: Mr. Ryan
- Approved: Ayes - 4
Nays - 0

SITE PLAN REVIEW

Agenda Item No. 4

Consider Time Extension to Meet Conditions of Site Plan Review Approval for 37-39 N. Main St.

Relating to paving, buffer strip installation, drainage and lighting.

A motion was approved to table Agenda Item No. 4 to the next meeting. The applicant will be asked to attend.

Motioned by: Mr. McGovern
Seconded by: Mr. Ryan
Approved: Ayes - 4
Nays - 0

APPROVAL OF MINUTES

The minutes of the November 28, 2022 meeting were approved.

Motioned by: Mr. McGovern
Seconded by: Mr. Wavle
Approved: Ayes - 4
Nays - 0

ADJOURNMENT

.The meeting was adjourned at 6:19 p.m. on motion of Mr. Wavle and approved by a vote of 4-0

I, ANDREW T. JEWETT, CITY CLERK FOR THE CITY OF CORTLAND, NEW YORK, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT RECORD OF THE MOTIONS AND PROCEEDINGS OF A REGULARLY SCHEDULED MEETING OF THE CITY OF CORTLAND PLANNING COMMISSION HELD ON THE 30TH DAY OF JANUARY, 2023.

ANDREW T. JEWETT, CITY CLERK