



CITY OF CORTLAND PLANNING COMMISSION

JULY 24, 2023 MEETING

MINUTES

MAYOR

SCOTT STEVE

PLANNING COMMISSION

JOE MCMAHON, CHAIR

CHRIS RYAN, VICE CHAIR

ELLIOTT AYIKA

BRENDAN MCGOVERN

CHRIS PEPPEL

MIKE SWARTWOUT

JIM WAVLE

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DIRECTOR OF
ADMINISTRATION & FINANCE

LISA HENTY

RECORD OF DECISIONS

RECORD NO. 2023.07-24 – 01

ADDRESS: 6 Locust Ave.

APPLICATION: Site Plan Review

APPLICANT: Mervat Eiv

DECISION: Approved - The Site Plan for the existing three (3) unit multi-dwelling building was approved conditioned on the building becoming code compliant, and the return of two drive lanes and removal of the existing circular driveway in front of the building, returning it to green space.

RECORD NO. 2023.07.24 – 02

ADDRESS: 6 Locust Ave.

APPLICATION: Site Plan Review &
Special Use Permit

APPLICANT: Mervat Eiv

DECISION: Denied - The Site Plan application for the proposed new construction and the Special Use Permit.

RECORD NO. 2023.07.24 – 03

ADDRESS: 213 Tompkins St.

APPLICATION: Site Plan Review
Extension

APPLICANT: Nick Whitt

DECISION: Approved - The Site Plan was extended until January 31, 2024.



CITY OF CORTLAND PLANNING COMMISSION

JULY 24, 2023 MEETING MINUTES

CALL TO ORDER & ROLL CALL

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

Brendan McGovern
Chris Peppel
Chris Ryan
Mike Swartwout
Jim Wavle

The following Commission Members were recorded absent:

Elliott Ayika
Joe McMahan

ACTION ITEMS

Record of Decision: 2023.07.24 - 01 Site Plan Review & Special Use Permit for Property Located at 6 Locust Ave.
Record of Decision: 2023.07.24 - 02

The applicant, Mervat Eiv, previously converted an existing commercial building to a new three (3) unit multiple dwelling residence without approval of a Site Plan. The applicant now seeks Site Plan approval for the constructed multi-dwelling building. The applicant also seeks Site Plan approval to construct a new five (5) unit multiple dwelling building. In addition, approval of a Special Use Permit is needed for two multiple dwelling residential buildings. The applicant's contractor explained the project scope. A new map of the site plan was submitted today and made available to Planning Commission members.

A Special Use Permit is required for two multiple-dwelling residential buildings on a property. Site Plan approval is required for both the previous conversion of the commercial building into a multiple-dwelling residence and the proposed construction of a new multiple-dwelling building

A public hearing was opened at 5:29 p.m. Joseph DiSanto, residing at 8 Locust Ave., expressed concerns about privacy and the applicant's previous failure to comply with zoning and code requirements. Lauren Jastremski, a Locust Ave. resident, spoke, concurring with Mr. DiSanto's comments. The public hearing was closed at 5:52 p.m.

Commission Member Ryan stated his opinion that the existing building be brought in compliance with zoning and code requirements before approving a Site Plan for new construction.

Commission Member Peppel suggested the Commission consider conditions that may mitigate the concerns of neighbors.

Decision: A motion was adopted to approve the Site Plan for the existing three (3) unit multi-dwelling building conditioned on the building becoming code compliant, and the return of two drive lanes and removal of the existing circular driveway in front of the building, returning it to green space.

Motioned by: Mr. Wavle
Seconded by: Mr. Ryan
Approved: Ayes – 5 [McGovern, Peppel, Ryan, Swartwout, Wavle]
Nays – 0

Decision: A motion was adopted to deny the Site Plan application for the proposed new construction and to deny the Special Use Permit.

Motioned by: Mr. Ryan
Seconded by: Mr. Peppel
Approved: Ayes – 5 [McGovern, Peppel, Ryan, Swartwout, Wavle]
Nays – 0

Record of Decision: 2023.07.24 - 03 Site Plan Review Extension for Property Located at 213 Tompkins St.

A public hearing was opened at 6:21 p.m. The applicant, Nick Whitt, seeks renewal of a Site Plan previously approved September 27, 2021 to accommodate supply chain issues. The renewal would extend the time for completion of the previously approved work until January 31, 2024. The public hearing was closed at 6:24 p.m.

Decision: A motion was adopted to approve the Site Plan approval until January 31, 2024.

Motioned by: Mr. McGovern
Seconded by: Mr. Ryan
Approved: Ayes – 5 [McGovern, Peppel, Ryan, Swartwout, Wavle]
Nays – 0

APPROVAL OF MINUTES

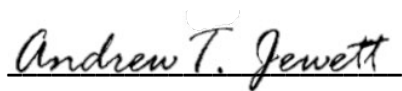
A motion was made to accept the minutes of the Planning Commission meeting held on June 26, 2023.

Motioned by: Mr. Peppel
Seconded by: Mr. Swartwout
Approved: Ayes – 5 [McGovern, McMahon, Peppel, Ryan, Swartwout, Wavle]
Nays – 0

ADJOURNMENT

The meeting was adjourned at 6:29 p.m. on motion of Mr. Swartwout.

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 JULY 24, 2023.



ANDREW T. JEWETT, CITY CLERK