

# CORTLAND COUNTY PLANNING BOARD MEETING MINUTES

**October 20, 2021**

The regular monthly meeting of the Cortland County Planning Board was **called to order** at 6:30 p.m. by Chair Ann Swisher. Members present included Amy Bertini, Wendy Miller, Laurie Comfort, Chuck Feizli, Beau Harbin, Paul Slowey, Emma Hans, and Daniel Haynes. Members Emily Discenza and Paul Dries were absent. Also present were Director of Planning Trisha Jesset P.E. and Planner Alex Schultz.

Member Comfort moved to approve the September 15, 2021 regular meeting minutes as submitted. Seconded by Vice-Chair Bertini. There were no objections.

Chair Swisher had no **Chair's Remarks**.

Chair Swisher then turned it over to Director Jesset for the **Director's Remarks**. Director Jesset mentioned that the department had received a lot of applications this month. The planning staff attempted to streamline the information given in our GML reports in order to create a complete yet more concise report. As such, regulations that the applicant met were not mentioned in the reports. After reviewing the reports for this month, the staff felt that we should still mention those met regulations in the future so the reports do not give the impression that a full review was not done. The planning staff is open for comments and suggestions.

Director Jesset continued by stating that she has met with the planning boards for Cincinnatus and Solon where she spoke to the municipalities about County planning changes and about the possibility of using our new GML referral form. So far everyone is in favor of updating their referral forms.

The following **General Municipal Law Reviews** were on the agenda:

**GML#110.00-01-11.200** Use variance for the purpose of constructing a second single family dwelling on the same lot as an existing single-family dwelling. The property is described as 3255 State Route 41 within the Town of Solon and is zoned AG-2 (Agriculture II). Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Secretary Miller made a motion to accept GML#110.00-01-11.200 with staff recommendations. Seconded by Member Slowey.

A discussion ensued over well and septic system setbacks on the parcel.

Member Feiszli moved to amend the previous motion to add two additional conditions; that the applicant provide separate infrastructure for the secondary single-family dwelling and that the applicant meet Cortland County Health Department setback requirements for well and septic systems. Seconded by Vice-Chair Bertini.

Chair Swisher then called for those in favor of accepting GML#110.00-01-11.200 with staff recommendations and the conditions that the applicant provide separate infrastructure for the secondary single-family dwelling and that the applicant meet Cortland County Health Department setback requirements for well and septic systems. All members were in favor. The resolution passed as amended by a vote of 9 ayes, 0 nays. This becomes resolution 21-33.

**GML#119.00-01-10.100** Major Subdivision for the purpose of subdividing a parcel of +/-287.7 acres into nine (9) parcels varying from +/-20 to +/-56 acres. The property is described as tax ID 119.00-01-10.100 within the Town of Freetown. Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Slowey made a motion to accept GML#119.00-01-10.100 with staff recommendations. Seconded by Chair Swisher.

Vice-Chair Bertini moved to amend the previous motion to add an additional condition; that the existing parcel 119.00-01-15.100 not incorporated in the original application be noted and consolidated into parcel 7 as shown in the submitted map. Seconded by Secretary Miller.

Chair Swisher then called for those in favor of accepting GML#119.00-01-10.100 with staff recommendations and the condition that the existing parcel 119.00-01-15.100 not incorporated in the original application be noted and consolidated into parcel 7 as shown in the submitted map. All members were in favor. The resolution passed by a vote of 9 ayes, 0 nays. This becomes resolution 21-34.

**GML#86.66-02-09.000** Special use permit & area variance for the purpose of erecting a new digital sign. The property is described as 24-26 Port Watson Street within the City of Cortland and is zoned CB (Central Business). Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Feiszli made a motion to accept GML#86.66-02-09.000 with staff recommendations. Seconded by Member Slowey.

A discussion ensued over the sign's potential for distracting traffic, its proximity to the right-of-way, and its suitability in the downtown area.

Chair Swisher then called for those in favor of accepting GML#86.66-02-09.000 with staff recommendations. Members Swisher, Miller, Comfort, Feiszli, Harbin, Slowey, Hans, and Haynes were in favor. Member Bertini abstaining. The resolution passed by a vote of 8 ayes, 0 nays, 1 abstention. This becomes resolution 21-35.

**City Floodway Amend.** Zoning text amendment of the *City of Cortland Zoning Code* for the purpose of removing a section of the code which regulates and limits the permitted uses in the floodway district. Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Slowey made a motion to accept the zoning text amendment with staff recommendations. Seconded by Member Harbin.

A discussion was had over the possible risk to public safety this amendment would create.

Chair Swisher then called for those in favor of the zoning text amendment with staff recommendations. Members Swisher, Bertini, Miller, Comfort, Harbin, Slowey, Hans, and Haynes were in favor. Member Feizli opposed. The resolution passed by a vote of 8 ayes, 1 nays. This becomes resolution 21-36.

**City Zoning Amend.** Zoning text amendment of the *City of Cortland Zoning Code* for the purpose of making the code easier to understand and making small adjustments to a variety of zoning regulations. Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Slowey made a motion to accept GML#86.66-02-09.000 with staff recommendations. Seconded by Member Comfort.

A discussion was had over how this amendment would affect definitions found in section 300-4 of the *Code of the City of Cortland*.

Member Harbin moved to amend the previous motion to add an additional condition; that the city verify that all definitions are provided and consistent in section 300-4 of the *Code of the City of Cortland* as it applies to land use table items for tables 300-13, 300-22, and 300-30. Seconded by Member Bertini.

A discussion ensued over eliminating maximum off-street parking requirements.

Chair Swisher then called for those in favor of accepting the zoning text amendment with staff recommendations and the condition that the city verify that all definitions are consistent in section 300-4 of the *Code of the City of Cortland* as it applies to land use table items for tables 300-13, 300-22, and 300-30. All members were in favor. The resolution passed by a vote of 9 ayes, 0 nays. This becomes resolution 21-37.

**GML#96.05-01-19.000** Conditional permit & aquifer protection district special permit for the purpose of demolishing an existing building and site features to allow the

construction of a +/-21,200 SF (plus +/-8,500 SF future addition) Cayuga Medical Associates medical facility. The property is described as 1113 State Route 13 within the Town of Cortlandville and is zoned B-2 (Highway Commercial Business). Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Slowey made a motion to accept GML#86.05-01-19.000 with staff recommendations. Seconded by Member Haynes.

A discussion was had regarding ingress/egress, collaboration with NYSDOT, and including sidewalks into the project.

Member Harbin moved to amend the previous motion to add an additional condition; that pedestrian access be provided via a sidewalk along NYS Route 13 for the entire length of the parcel. Seconded by Member Feiszli. All members were in favor.

A discussion ensued regarding recognized environmental conditions and including a bus stop into the project.

Chair Swisher then called for those in favor of accepting GML#96.05-01-19.000 with staff recommendations and the recommendation that pedestrian access be provided via a sidewalk along NYS Route 13 for the entire length of the parcel. Members Swisher, Bertini, Miller, Feiszli, Harbin, Slowey, Hans, and Haynes were in favor. Member Comfort abstaining. The resolution passed by a vote of 8 ayes, 0 nays, 1 abstention. This becomes resolution 21-38.

Planner Schultz mentioned there were nine **Return for Local Determination** letters sent this month, provided a short explanation, and invited questions.

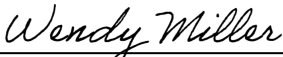
Member Feiszli asked if the sidewalk was going in the front yard on return GML #86.65-02-32.000. It will be partly in the front yard, partly in the side yard.

Chair Swisher asked about two single-family dwellings on one parcel being approved on return GML #45.00-02-03.000. The GML application was only for a site plan review as the *Town of Homer Zoning Law* allows two single-family dwellings on a single lot.

Chair Swisher then asked if there were any **Announcements**.

Chair Swisher announced that the next meeting will be on November 17, 2021.

With no further business, Member Slowey motioned to **Adjourn** at 7:56 p.m. Seconded by Chair Swisher.

  
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Wendy Miller, Secretary  
October 20, 2021