

# CORTLAND COUNTY PLANNING BOARD MEETING MINUTES

**November 17, 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, Daniel Haynes, Emily Discenza, and Paul Dries. Also present were Director of Planning Trisha Jesset P.E., Planner Alex Schultz, and Guest Amelia McLean-Robertson. Guest McLean-Robertson introduced themselves as an attorney representing the Cortlandville Sand & Gravel Mine.

Member Slowey moved to approve the October 20, 2021 regular meeting minutes as submitted. Seconded by Member Comfort. There were no objections.

Chair Swisher began the **Chair's Remarks** by reminding everyone about the Housing Industry Summit training beginning the next day and asking Director Jesset to expand more on it. Director Jesset explained that this is a housing summit organized by Southern Tier 8 and that she is going to be commentating one of the sessions on sustainability in January. They are one hour lunch sessions to provide a little more information on hot topics in rural communities. This was emailed out to all relevant municipal officials in the County and will count for continuing education credits. Chair Swisher noted that the series is free of charge.

Chair Swisher then turned it over to Director Jesset for the **Director's Remarks**. Director Jesset commented that the planning staff is still looking at updating the GML referral forms in conjunction with the local municipalities. The staff has also been in contact with the municipalities to schedule more personalized training sessions for local community planning boards. The staff has decided that it would be best to start this after the first of the year once any new local elected officials start.

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

**Cortlandville ZTA**      Zoning Text Amendment for further safeguarding the existing Wellhead Protection Areas located within the Town of Cortlandville's Aquifer Protection District. Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

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

A discussion ensued over existing mines in the aquifer, how this amendment would affect them, how close they are to the municipal wells, and how they affect the aquifer.

Chair Swisher then called for those in favor of accepting the zoning text amendment with staff recommendations. All members were in favor. The resolution passed as amended by a vote of 11 ayes, 0 nays. This becomes resolution 21-39.

**GML#127.00-04-01.000** Conditional Permit for the purpose of building an ice cream store with indoor seating. The property is described as tax ID 127.00-04-01.000 within the Town of Virgil. Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Slowey made a motion to accept GML#127.00-04-01.000 with staff recommendations. Seconded by Member Feiszli.

A discussion ensued over the well and septic system requirements and the south hill road driveway's distance from the lot line.

Chair Swisher then called for those in favor of accepting GML#127.00-04-01.000 with staff recommendations. Members Swisher, Bertini, Harbin, Feiszli, Discenza, Hans, Comfort, Dries, Slowey, and Miller were in favor. Member Haynes abstaining. The resolution passed by a vote of 10 ayes, 0 nays, 1 Abstention. This becomes resolution 21-40.

Planner Schultz mentioned there were four **Return for Local Determination** letters sent this month, provided a short explanation, and invited questions. There were none.

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


Chair Swisher asked Director Jesset if there are any other longer trainings planned for the near future. Director Jesset responded that the usual four-hour fall training session will not be happening the year due to COVID concerns. The State has other training sessions available that will be continually distributed as they are received by planning staff. The staff will still be scheduling personalized trainings for municipalities after the first of the year and will possibly hold a March in-person training.

Member Slowey asked Director Jesset if the staff could invite the local County planning board member(s) to their respective municipality's personalized training session. Director Jesset responded yes.

A discussion was had over having the next regular meeting in-person. The general consensus was to have another WebEx-only meeting.

Chair Swisher announced that the next meeting will be on December 15, 2021.

With no further business, Member Slowey motioned to **Adjourn** at 7:16 p.m. Seconded by Member Feiszli.

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**Wendy Miller, Secretary**  
**November 17, 2021**