

CORTLAND COUNTY PLANNING BOARD MEETING MINUTES

December 15, 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. Emily Discenza and Paul Dries were absent. Also present were Director of Planning Trisha Jesset P.E., Planner Alex Schultz, Secretary Maryellen Roodenburg, and Guest Jim Gosier.

Member Slowey moved to approve the November 17, 2021 regular meeting minutes as submitted. Seconded by Vice-Chair Bertini. There were no objections.

Chair Swisher began the **Chair's Remarks** by reminding everyone that a **nominating committee** must be appointed this meeting so that they may present a slate of officers for the 2022 year. Our current 2021 officers are herself, Chair Ann Swisher, Vice-Chair Amy Bertini, Secretary Wendy Miller and Executive Committee At-Large Members Laurie Comfort and Chuck Feiszli. Last year's nominating committee consisted of members Chuck Feiszli, Amy Bertini, and Laurie Comfort.

Chair Swisher then asked if anyone objected to appointing the same members to this year's nominating committee. There were none. Chair Swisher then asked if the current officers would like to stay on as officers and if any other member wanted to be considered for an officer position. Member Hans inquired that if Secretary Miller wanted a break, she would be willing to become Secretary; however, Member Hans cannot become Secretary this year as the *Cortland County Planning Bylaws* states that "No member shall be eligible for nomination to office unless he/she has served at least one (1) year as a member of the Planning Board." No other members stepped forward to be considered for an officer position. Chair Swisher then reminded the board that the nominating committee will present their slate of officers in our January meeting, after which we will vote to elect the officers.

Chair Swisher then turned it over to Director Jesset for the **Director's Remarks**. Director Jesset then asked the board to review the **GML Referral policy** that the staff uses to determine which GML referrals are sent back without County Planning Board Review. Director Jesset stated that the staff believes the policy is working well so far, but invited comments and suggestions. Member Harbin stated his pleasure with the current policy. A discussion ensued over GML referral policy #2. Both GML referral policies will be reviewed and voted on in January.

Director Jesset then presented the GML referral deadline and Planning Board meeting schedule for next year. She then asked if there were any objections to the proposed dates. There were none.

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

GML#105.00-03-16,-17,-20,&-21 Conditional Permit & Aquifer Protection Special Permit review for the purpose of retooling an existing dairy manufacturing plant; add 1,200 sq. ft. of mechanical space, construct a new truck scale/approach, and pave

an additional small area of paving. The property is described as 3156 Byrne Hollow Crossing within the Town of Cortlandville and is zoned I-1 (Light Industrial, Office, Business Park), is within the Aquifer Protection District (Area 1: Primary Aquifer Area), and is within the Wellhead Protection Zone (Zone 1a). Planner Schultz gave a brief summary of the staff report including staff recommendations for conditions.

Member Slowey made a motion to accept GML#105.00-03-16, -17, -20, & -21 with staff recommendations. Seconded by Member Bertini.

A discussion ensued over the purpose of the plant's retooling. Guest Gosier from Byrne Dairy explained that the plant originally produced yogurt and other cultured dairy products but is being repurposed to create extended shelf life milk products.

Further discussion ensued over the consolidation of lots. All parties present agreed it was a good idea.

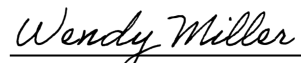
Chair Swisher then called for those in favor of accepting GML#105.00-03-16, -17, -20, & -21 with staff recommendations. All members were in favor. The resolution passed as amended by a vote of 9 ayes, 0 nays. This becomes resolution 21-41.

Planner Schultz mentioned there were three **Return for Local Determination** letters sent this month, provided a short explanation, and invited questions. Director Jesset explained that the staff has discussed adding additional information on the return for local determination analyses and invited comments. Vice-Chair Bertini stated that it might be helpful for our newer members.

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

Chair Swisher announced that the next meeting will be on January 19, 2021.

With no further business, Member Slowey motioned to **Adjourn** at 6:59 p.m.



Wendy Miller, Secretary
December 15, 2021