

CORTLAND COUNTY PLANNING BOARD MEETING MINUTES

May 18, 2022

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 Feiszli, Paul Slowey, Daniel Haynes, and Kevin Whitney. Paul Dries, Beau Harbin, and Emma Hans were absent. Also present was Director of Planning Trisha Jesset P.E. and Planner Alex Schultz.

Chair Swisher began the **Chair's Remarks** by asking the board's newest member, Kevin Whitney, to introduce themselves. Kevin Whitney introduced himself as a resident of Cortlandville. He used to be on the Cortlandville Zoning Board of Appeals until he became a county legislator. He is now the Deputy Fire Coordinator for the county.

Member Slowey moved to approve the April 20, 2022 regular meeting minutes as submitted. Seconded by Vice-Chair Bertini. There were no objections.

Chair Swisher then turned it over to Director Jesset for the **Director's Remarks**. Director Jesset mentioned that changes to the open meeting law has allowed local municipalities to decide if they will allow virtual meetings. Since this is the case, the staff concluded that we will plan on meeting in-person unless there is a light agenda. This is to avoid unnecessary travel for those members who live farther away from the city.

Director Jesset then gave an update on the planned County Comprehensive Plan. The staff is currently working on applying for a grant from the Appalachian Regional Council in partnership with the Southern Tier Eight regional planning board. We are also working with the Central New York regional planning board to submit a CFA application to cover the other half of the comp plan. Since this will be a multi-year process, Director Jesset hoped the county planning board would be willing to be involved in the review process.

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

GML#66.00-02-03 & -04 Minor Subdivision review for the purpose of subdividing an existing 1.194± acre parcel to transfer 0.201± acres to a neighboring 1.136± acre parcel creating a 0.993± acre parcel and a 1.337± acre parcel. Planner Schultz gave a summary of the staff report including recommendations for conditions.

Member Feiszli made a motion to accept GML#66.00-02-03 & -04 with staff recommendations. Seconded by Secretary Miller.

Chair Swisher commented that, after looking at aerial photos of the properties, this change does not look like there would be any encroachment. There are nice setbacks for these properties. Chair Swisher also mentioned that she did not see any septic system on the southern property, but she assumes it is south of the house.

Member Swisher then called for those in favor of accepting GML#66.00-02-03 & -04 with staff recommendations. All members were in favor. The resolution passed by a vote of 8 ayes, 0 nays. This becomes resolution 22-16.

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

Member Feiszli mentioned that the area variance requested by Amery Realty was on Clinton Street. Since this area is a main thoroughfare and gateway to the city, he wondered if we should be looking at these area variances more closely. If the area variance is allowed, this would degrade the neighborhood. He hopes the city planning commission takes this into account.

Director Jasset asked Planner Schultz to further explain the Special Use Permit requested by Keystone Novelties Distributors, LLC. Planner Schultz explained that this request comes every year, but there is some ambiguity in the city's zoning code. That being the case, the city's zoning enforcement officer is taking this ambiguity to the city planning commission to solidify what to do for these requests in the future. Member Fieszli asked if the reason this was a special use permit was because it is a temporary tent. Planner Schultz responded that it was. Member Comfort then asked what the difference between this tent and a tent being set up at Wal-Mart or Cort-Lanes. There is no difference, although the two examples given are in the Town of Cortlandville not the City. It all depends on if there is a complaint, usually only then does a zoning enforcement officer come out and require a permit.

Director Jasset then asked Planner Schultz to explain the conditional permit requested by David Sanford. Planner Schultz explained that New York Executive Law, Article 21-B, Title 2, §616 requires that a manufactured home affixed to a permanent foundation be treated as a single-family dwelling for zoning purposes. A discussion ensued over this law and its specifics.

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

Chair Swisher then announced that the next meeting will be on June 15, 2022.

With no further business, Member Comfort motioned to **Adjourn** at 6:54 p.m. Seconded by Vice-Chair Bertini.

Wendy Miller

Wendy Miller, Secretary
May 18, 2022