

CORTLAND COUNTY PLANNING BOARD MEETING MINUTES

July 20, 2022

The regular monthly meeting of the Cortland County Planning Board was **called to order** at 6:31 p.m. by Chair Ann Swisher. Members present included Amy Bertini, Wendy Miller, Laurie Comfort, Chuck Feiszli, Paul Slowey, Paul Dries, Daniel Haynes, Beau Harbin, and Kevin Whitney. Members absent included Emma Hans. Also present was Director of Planning Trisha Jesset P.E. and Planner Alex Schultz.

Member Slowey moved to approve the June 15, 2022 regular meeting minutes as submitted. Seconded by Member Comfort. Member Harbin asked that the minutes be changed to show him as present instead of absent in the first paragraph. After discussion, it was determined that he was shown as present in the original minutes. Member Harbin then rescinded his objection. There were no further objections.

Chair Swisher began the **Chair's Remarks** by asking if the board could get updates on applications they approve. The board currently does not get updates on applications after they are reviewed. The staff agreed that it would be a good idea to keep the board updated on larger applications.

Chair Swisher then turned it over to Director Jesset for the **Director's Remarks**. Director Jesset remarked that the end of July is the deadline for our grant applications for the comprehensive plan. Planning staff had decided that the plan should be named a strategic development plan due the term "comprehensive plan" being seen as outdated. We will know more about the county planning board's role in developing the plan once we hire a consultant to help with the process.

Director Jesset then mentioned that next month's meeting will likely be held in-person. The Town of Solon's proposed zoning law will be reviewed in that meeting and it looks like we will have a lot to review.

Director Jesset then remarked that Luann King, Town Supervisor for the Town of Cincinnatus, was looking for a template for zoning applications for the municipalities. Director Jesset would like to eventually get these applications online to save on paper and become more efficient.

The following **General Municipal Law 239 Reviews** were on the agenda:

GML#86.25-03-41.000 Zoning Map Amendment review for the purpose of rezoning parcel 86.25-03-41.000 entirely into the PO (Professional Office) zoning district. Planner Schultz gave a summary of the staff report including recommendations for conditions.

Vice-Chair Bertini made a motion to accept GML#86.25-03-41.000 with staff recommendations. Seconded by Secretary Miller.

Chair Swisher asked if the Alvena Ave abandonment was complete or if they were still working on that process. The staff was unsure what the status

of the abandonment was. A discussion ensued over the current parking lot project at the medical center.

Chair Swisher called for those in favor of accepting GML#86.25-03-41.000 with staff recommendations. All members were in favor. The resolution passed by a vote of 10 ayes, 0 nays. This becomes resolution 22-19.

GML#66.66-03-06.000 Minor Subdivision & Area Variance review for the purpose of subdividing an existing 0.459± acre parcel to transfer 0.015± acres to a neighboring 0.352± acre parcel creating a 0.444± acre parcel and a 0.367± acre parcel. Planner Schultz gave a summary of the staff report including recommendations for conditions.

Member Haynes made a motion to accept the amendment with staff recommendations. Seconded by Vice-Chair Bertini.

Chair Swisher then asked how the Village would resolve the problem of side yard setbacks within the Village Zoning Ordinance. There are multiple creative ways they could go about resolving the issue, some of which were discussed.

Member Harbin mentioned it was odd that the neighbor would want to expand their driveway on the narrow side instead of putting in a new driveway on the other side of their property. Chair Swisher pointed out there was a garage at the back of the property where the driveway currently is.

Chair Swisher then called for those in favor of accepting GML#66.66-03-06.000 with staff recommendations. All members were in favor. The resolution passed by a vote of 10 ayes, 0 nays. This becomes resolution 22-20.

Harford Road Preservation Local Law Local Law review for the purpose of maintaining the safety and general welfare of Town residents by regulating high impact commercial activities that have the potential to adversely impact roads and property. Planner Schultz gave a summary of the staff report including recommendations for conditions.

Member Comfort made a motion to accept the amendment with staff recommendations. Seconded by Member Slowey.

Member Haynes asked if there was a large project going on in the Town that caused the Town to make this law. Other members had the same thought. Director Jesset responded that the Town has had a few instances where roads were destroyed by a developer and the Town had no legs to stand on. That is what instigated this law. The Town is also concerned about specific utilities and logging in the town. Town roads were not made to

handle those types of loads and the Town does not have the budget to fix them constantly.

Member Dries asked if the Town has designated which roads would be included in the designated truck route. Director Jesset responded that they had not specified which roads would be under the designated truck route.

A discussion then ensued over the enforcement of this law and the reasons for this law.

Chair Swisher then raised concern over the local law's fee schedule. After looking at Tompkins County's fee schedule, the fees seem quite high. Director Jesset mentioned that the Town had an attorney's office make this law and that they looked at several other road preservation laws to make this one. The planning staff had similar concerns over fees, however. A discussion ensued over how the local law may be cost prohibitive.

Member Feiszli asked if the permit would only allow trucks to use the "designated truck route". Planner Schultz responded that trucks are allowed to use the designated truck route without a permit, but if they use roads outside of that designated route and generate "High Frequency Truck Traffic" on those roads, they will require a permit.

Vice-Chair Bertini then asked if code enforcement officers could issue stop work orders on a construction project if there were trucks violating this law. Planner Schultz responded that yes, they believe that is the intent.

Member Whiney asked if there would be an issue with the Harford Mills Propane Terminal. After discussion, it was determined that the terminal would not be largely effected due to it already being on a state route. Discussion ensued over the various industries that may be effected by this local law.

Discussion then turned to the enforcement of the local law, the feasibility of administering the local law, and ultimately if the local law is necessary.

Chair Swisher then asked if Road Use Agreements could be used as an alternative to permits. Yes, they are used as alternatives to permits. It was surmised that these Road Use Agreements could be used to lower the cost of obtaining permission from the Town for smaller projects. This could make the local law less cost prohibitive.

Discussion then resumed on enforcement of the local law.

Chair Swisher then called for those in favor of accepting the local law with staff recommendations. All members were in favor. The resolution passed by a vote of 10 ayes, 0 nays. This becomes resolution 22-21.

Planner Schultz mentioned there were three **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**.

Member Slowey commented that the planning board has not seen a substantial amount of applications in regards to construction and development this year. He is not sure if this is a bad sign, but it is noteworthy. Member Harbin responded by pointing out the large number of infrastructure projects occurring throughout the county. Member Harbin hopes those investments will pay dividends for future development. A discussion then ensued on historic monthly totals for GML239 reviews.

Member Harbin pointed to how useful it would be for the board to be updated on applications after they are approved. That way, the board can know if projects are being held up or if they are simply not happening as frequently. Discussion then continued on keeping the board updated on larger projects.

Chair Swisher then announced that the next meeting will be on August 17, 2022.

With no further business, the board **Adjourned** at 7:33 p.m.

Wendy Miller

Wendy Miller, Secretary
July 20, 2022