

# CORTLAND COUNTY PLANNING BOARD MEETING MINUTES

**February 15, 2023**

The regular monthly meeting of the Cortland County Planning Board was called to order at approximately 5:30-p.m. Members present included Amy Bertini, Ann Swisher, Laurie Comfort, Daniel Haynes, Chuck Feiszli, Paul Slowey and Kim Cameron. Also present was County Planning Department Representative Trisha Hiemstra; Cortland County GIS Planner Liam Brush; Cortland County Fiscal Officer Mary Ellen Roodenburg, County Administrator / Interim Director of Planning Robert Corpora and applicant Steve Terwilliger. Cortland County Planning Board Members Paul Dries and Beau Harbin were absent.

Motion was made to approve the January 18, 2023 regular meeting minutes as submitted. There were no objections.

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

**GML#126.14-02-20.110**

**& 126.14-02-21.000** Site Plan Review and Float Zoning Map Amendment motion was made to accept GML#126.14-02-20.110 & 126.14-02-21.000 with staff recommendations. A discussion ensued between Cortland County Planning board members in regards to the use of the facility as per the site plan that indicated several uses for the building including a community area, coffee shop, kitchen area and beauty shop. The staff discussed the need for water hookup and pressure for all the above uses and the waste management for all the uses. Ms. Hiemstra indicated that a Coordinated Review Committee meeting met regarding this application, which included the Cortland County Environmental Health staff at which time there was discussions regarding water usage and waste management and any use of catering/cooking at the facility. The Cortland County Environmental Health staff indicated that they were in approval with the site plan, as the applicant would be required to work with the Cortland County Environmental Health Department throughout site plan process. The Planning Board staff had a discussion in regards to the signage that would placed on the facility, Mr. Terwilliger indicated that the original sign would remain and that his intention is not to change the building schematic on the exterior. Mr Terwilliger indicated that he wanted to work with other Cortland County agencies on the use of the community center area, as he has already reached out to several agencies in regards to this. Ms. Hiemstra indicated that during the Coordinated Review Committee meeting, Mr. Terwilliger indicated that he would not be changing any of the ballfield areas, walking trails or parking areas. The Cortland County Planning Board staff questioned the use of senior housing and the indication by the applicant to also include disable person in the facility, as the Town of Virgil Zoning under Permitted Uses does

not include disabled persons under age 55 not residing with a senior citizen. The Cortland County Planning Board staff indicated that the Town of Virgil consider with this is an allowable use and if it is an allowable use the Town of Virgil update they Zoning Code, Section 1807 Permitted Uses.

Chair Feiszli called for those in favor of accepting GML#126.14-02-20.110 and 126.14-02-21.000 with staff recommendations. All members were in favor. The resolution passed by a vote of 7 ayes, 2 nays (absent). This becomes resolution 23-03.

### **Town of Freetown Local Law – Junk Regulation**

A discussion ensued between Cortland County Planning Board Members in regards to the Town of Freetown using a local law versus the Town of Freetown establishing Zoning Regulations. The Planning Board members reviewed the local law and recommended that the Town of Freetown discuss establishing Zoning Regulations. A discussion ensued concerning these types of local laws being a Type I action instead of an Unlisted Action.

Chair Feiszli called for those in favor of accepting the Town of Freetown Local Law for Junk Regulations with staff recommendations. All members were in favor. The resolution passed by a vote of 7 ayes and 2 Nays (absent). This becomes resolution 23-04.

### **Town of Cortlandville Zoning Text Amendment – Conditional Permit**

A discussion ensued between Cortland County Planning Board Members in regards to the Town of Cortlandville Zoning Text Amendment for Conditional Permit to add additional specific requirements that pertain to the conformity of Appendix D Fire Apparatus Access Roads to the Town of Cortlandville Zoning Law. The discussion included the need for an update to the Zoning Law each time the Fire Codes is updated. It was discussed that Fire Code generally change more frequently than Zoning Law, so this would be require a need to updating of the Zoning Law more frequently. The Planning Board suggested either clarification or a less specific zoning text amendment be considered by the Town of Cortlandville.

Chair Feiszli called for those in favor of accepting the Town of Cortlandville Zoning Text Amendment Conditional Permit. The Cortland County Planning Board staff voted for denial of the Town Of Cortlandville Zoning Text Amendment, The resolution was denied by a vote of 0 ayes and 9 Nays (2 absent). This becomes resolution 23-05.

Trisha Hiemstra mentioned there was one (1) Return for Local Determination letters sent this month.

The next meeting will be on March 15, 2023.

With no further business, the board Adjourned at 6:41pm.

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**Laurie Comfort, Secretary**  
**February 15, 2023**