

TOWN OF CORTLANDVILLE PLANNING BOARD
Minutes of Regular Meeting - Tuesday, 31 January 2017 - 7:30 PM
Town Hall Board Room - 3577 Terrace Road - Cortland, NY

Board Members (*absent)

Katherine Wickwire, Chairperson
Christopher Newell
Nicholas Renzi
John A. DelVecchio
Nasrin Parvizi

Others Present

Bruce Weber, Town Planning/Zoning Officer
Joan E. Fitch, Board Secretary
John B. Folmer, Town Attorney

Applicants & Public Present

Gregory Leach, Applicant; Glenn Reisweber for Lime Hollow Nature Center, Applicant; Jim Norton for Dorothea Fowler, Applicant; Renee Marquis, Applicant; David Rollinson & Rev. Jonathan North for Believers' Chapel, Applicant; Chris Calabro & J. Lincoln Swedrock for 879 Route 13, LLC, Applicant; Forrest E????, Barb Leach, Andrew Niggli, Matt Fendya, Mike Reagan, Sharon Stevans, Ken Matthews; Tyrone Heppard, *Cortland Standard* Reporter.

REGULAR MEETING

The Regular Meeting of the Town of Cortlandville Planning Board was called to order at 7:30 p.m. by Chair Katherine Wickwire. Chair Wickwire welcomed new Planning Board member Nasrin Parvizi.

APPROVAL OF MINUTES – 25 OCTOBER, 29 NOVEMBER & 27 DECEMBER 2016

A motion was made by Member Chris Newell to approve the Minutes of the 25 October, 29 November, and 27 December 2016 Planning Board meetings, as submitted. The motion was seconded by Member Nick Renzi, with the vote recorded as follows:

Ayes: Chair Wickwire Member Newell Member Renzi Member DelVecchio Member Parvizi	Nays: None
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Motion carried.

This becomes Action #1 of 2017.

OLD BUSINESS - NONE

NEW BUSINESS

Gregory Leach, Applicant/Leach Properties LLC, Reputed Owner - 1834 NYS Route 13N - TM #77.00-13-11.000 - Conditional Permit - Proposed Addition to Existing Building

Chair Wickwire advised that this application will have to be submitted to Cortland County Planning for their review. She then asked PZO Bruce Weber to explain previously granted variances for the subject property. He commented that in 2000 and 2003 use variances had been granted to Leach Properties, and the applicant is presently seeking a Conditional Permit for a use that's allowed within the district.

Member Renzi asked Town Attorney Folmer if there was any involvement with whatever litigation is "going on." Attorney Folmer responded that this was a separate and distinct application that does not relate to what PZO Weber referenced; therefore, there is no reason why this application cannot be forwarded to the County for its usual review and report, he stated. This property where the proposed addition is to be constructed is not involved in any way with the litigation.

Chair Wickwire recognized the applicant who explained that he was seeking a Conditional Permit to construct a 48 ft. by 27 ft. drive-thru addition to an existing building for the purpose of covering a spare tractor trailer and to house his inventory of truck tires. The addition will be open on both ends, with one side on the east having a wall. Complete details/sketches were attached to the application.

At the conclusion of this brief discussion, **a motion was made by Member Newell to send the Conditional Permit Application for a proposed drive-thru pole barn addition to the Cortland County Planning Department for their review. The motion was seconded by Member John DelVecchio, with the vote recorded as follows:**

Ayes:	Chair Wickwire	Nays:	None
	Member Newell		
	Member Renzi		
	Member DelVecchio		
	Member Parvizi		

Motion carried.

This becomes Action #2 of 2017.

Lime Hollow Nature Center, Applicant/Reputed Owner – 334 McLean Road – TM #105.00-01-08.200 – Site Plan Approval – Proposed Upgrades

Chair Wickwire recognized Glenn Reisweber, Executive Director of Lime Hollow Nature Center, who was seeking Site Plan approval to upgrade a portion of their facilities due to increased demand. The scope of work is as outlined in Mr. Reisweber's 6 January 2017 memo, a copy of which has been placed on file. He stated they planned to upgrade their summer camps: bathrooms and showers, new water well and new septic system, removal of their current picnic pavilion and adding a seasonal kitchen and meal preparation area.

Member Newell commented that the location of handicapped access bathrooms should be looked at as they should be closer to the existing building. He also noted the chicken coop was shown as being close to the kitchen; this was something else that should be looked at. Member Renzi asked about the parking situation, and Mr. Reisweber responded that they manage that successfully.

At the conclusion of the discussion, **a motion was made by Member Newell to approve the Site Plan, as requested. The motion was seconded by Member Renzi, with the vote recorded as follows:**

Ayes:	Chair Wickwire	Nays:	None
	Member Newell		
	Member Renzi		
	Member DelVecchio		
	Member Parvizi		

Motion carried.

This becomes Action #3 of 2017.

Dorothea K. Fowler, Applicant/Reputed Owner – 3668 Allen Drive – TM #96.09-01-18.000 – Lot Line Adjustment

Chair Wickwire recognized Jim Norton, next door neighbor to the applicant, who explained that he is purchasing a 0.13±-acre parcel from her which will be consolidated with his adjoining TM #96.09-01-19.000, all as shown on a 1/4/2017 Survey Map prepared by Reagan Land Surveying of Dryden, NY, which accompanied the application.

A motion was then made by Member DelVecchio to approve the Lot Line Adjustment, as requested, with the subdivided parcel to be consolidated with adjacent TM #96.09-01-19.000. The motion was seconded by Member Newell, with the vote recorded as follows:

Ayes:	Chair Wickwire	Nays:	None
	Member Newell		
	Member Renzi		
	Member DelVecchio		
	Member Parvizi		

Motion carried.

This becomes Action #4 of 2017.

Renee R. L. Marquis, Applicant/Reputed Owner – 459 Lime Hollow Road – TM #95.18-01-03.000 – Subdivision of Land

Chair Wickwire recognized the applicant and Ken Matthews who explained that they were seeking approval to subdivide this 6±-acre parcel into two lots, one 1.12±-acre parcel containing a mobile home, well and septic system, and the remainder containing a house, garage, and separate well and septic system, all as shown on the aerial photo/sketch accompanying the application.

A motion was then made by Member Newell to approve the Subdivision, as requested. The motion was seconded by Member DelVecchio, with the vote recorded as follows:

Ayes:	Chair Wickwire	Nays:	None
	Member Newell		
	Member Renzi		
	Member DelVecchio		
	Member Parvizi		

Motion carried.

This becomes Action #5 of 2017.

Believers' Chapel, Applicant/Reputed Owner – 1118 NYS Route 222 (Groton Avenue Plaza) – Part of TM #86.13-01-57.200 – Conditional Permit for Proposed Church

Chair Wickwire recognized David Rollinson and Rev. Jonathan North, representing the applicant, who explained that they wished to use this portion of the Plaza (formerly "Thrifty Shopper") as a church. A narrative accompanying the application explained the use, days, hours, parking, etc. in detail. There will be no changes to the outside of the structure, including lighting.

Member Renzi asked the condition of the parking lot, and Mr. Rollinson explained it was "pretty good" in comparison to other portions of the entire Plaza parking lot, and he showed the Board a recent aerial of the lot. Member Renzi commented that they should take a look at the parking lot, fill in any potholes and re-stripe if necessary.

A motion was then made by Member Newell to approve the Conditional Permit, as requested. The motion was seconded by Member DelVecchio, with the vote recorded as follows:

Ayes:	Chair Wickwire	Nays:	None
	Member Newell		
	Member Renzi		
	Member DelVecchio		
	Member Parvizi		

Motion carried.

This becomes Action #6 of 2017.

879 Route 13, LLC, Applicant/Reputed Owner – 872-873 NYS Route 13 – TM #95.16-02-72.000 (Parcel A – Moe’s) and 881-885 NYS Route 13 – TM #95.16-02-73.000 (Parcel B – Proposed Building – Site Plan Approval & Aquifer Protection District Special Permit

Chair Wickwire recognized Chris Calabro and BME Associates Engineer Lincoln Swedrock, who explained to the Board what was being proposed regarding these two adjacent parcels. PZO Weber stated that these applications should be considered “all in one shot,” even though they are separate parcels; however, there is continuous traffic between the two and they should be considered in conjunction with each other. Chair Wickwire noted that these applications needed to be sent to the Cortland County Planning Department for their review.

Mr. Swedrock explained that Parcel A (Moe’s) will not have any improvements at this time, but they are proposing a drive-thru at the rear of the building and relocation of the entry drive to align with the other parcel, as shown on the drawing accompanying the application, plus a patio area, dumpster pad and enclosure.

Parcel B (former McDonald’s) will involve removal of the existing building and construction of a new multi-use/tenant building, as described in Mr. Swedrock’s letter of 26 January 2017 to the Planning Board. A bank was one of the proposed tenants.

Member Renzi provided the applicant with his comments, as follows:

1. Has stormwater plan been finalized and reviewed by Cortland Soil and Water?
Stormwater management was explained to the Board, and Mr. Swedrock stated he will be meeting with Pat Reidy of County Soil & Water to go over proposed SWPPP.
2. Will roof drains empty into the stormwater system?
3. On Drawing 01 indicate snow storage areas.
4. On Drawing 03 indicate quantities of trees and shrubs
5. On Drawing 03 show building-mounted light fixtures.
6. From Drawing 03 there appears to be one type B fixture for the rear of the proposed building. Please provide photometric drawing for the site.
7. The proposed monument sign at 16 feet does not conform to the Town Code. Request it be reduced to the eight-foot maximum allowed height. *Applicant advised they will be seeking variances for signage from the ZBA.*
8. If not planned, suggest ramp access to sidewalk in one or two areas other than just in the handicapped areas. Show details on drawing.

Chair Wickwire advised that the Board would also like to have a detailed Landscaping Plan, including plantings to be used.

A motion was then made by Member Renzi to send the applications for Site Plan Approval (both parcels) and an Aquifer Protection District Special Permit (Parcel B) to the Cortland County Planning Department for review. The motion was seconded by Member Newell, with the vote recorded as follows:

**Ayes: Chair Wickwire
Member Newell
Member Renzi
Member DelVecchio
Member Parvizi**

Nays: None

Motion carried.

This becomes Action #7 of 2017.

OTHER MATTERS

- Chair Wickwire reminded everyone that the regular February meeting of this Board was moved to 21 February 2017.

ADJOURNMENT

At 8 p.m., a motion to adjourn the meeting was made by Member Newell, seconded by Member Renzi, with all members present voting in the affirmative.


Joan E. Fitch, Board Secretary

E-mailed to Town Clerk, JBF, PB Members,
DD, BW, KM & DC on 2/13/17.