

TOWN OF CORTLANDVILLE PLANNING BOARD
Minutes of Regular Meeting - Tuesday, 25 April 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

Jim & Nick Huber for Storage Squad, LLC, Applicant; Robert Knecht, Applicant; Steve Hartley, Applicant; Chuck Feiszli, PE & Jeff Arnold for Clifton Land Co., Applicant; Chris Henry & Rich Hisert for Route 13 Rocks, LLC, Applicant; John Conway, Applicant; Dan Haynes, John Woodward, Nancy Richards, Steve Cinquanti, Lenore LeFevre, Bob Beard; Sharon Stevans, Ch. 2 Volunteer.

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.

APPROVAL OF MINUTES – 28 MARCH 2017

A motion was made by Member Chris Newell to approve the Minutes of the 28 March 2017 Planning Board meeting, 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 #25 of 2017.

OLD BUSINESS

Robert Knecht, Applicant/Reputed Owner - 3783 US Route 11 – TM #97.02-01-02.000 – Conditional Permit for Proposed Auto Sales Office

Chair Wickwire recognized the applicant who explained he was seeking a Conditional Permit to place a small “Amish style” outbuilding at the location shown on the sketch accompanying the application. The proposed 10 ft. by 20 ft. outbuilding would be used to separate a car sales business from his garage business and would be placed on existing pavement.

After a very brief discussion, a **motion was made by Member Newell to approve the Conditional Permit, as requested. The motion was seconded by Member Nasrin Parvizi, with the vote**

recorded as follows:

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

Motion carried.

This becomes Action #26 of 2017.

NEW BUSINESS

Storage Squad, LLC, Applicant/Church of the Redeemer, Reputed Owner – 1162 NYS Route 13 (Tompkins Street) – TM #96.06-01-15.210 – Proposed Self-Storage/Warehouse Facility

Chair Wickwire recognized Town Planning & Zoning Officer Bruce Weber who explained the action taken by the Town's ZBA immediately preceding this meeting. It was their recommendation that the Planning Board act as Lead Agency for the SEQRA review, which should be done first, followed by the applicant's appearance before the Zoning Board for a use variance; he noted that since a portion of the parcel lies within the City of Cortland, they would also have to act on a request for a variance. Access to the parcel would be from NYS Route 13 (Tompkins Street).

The Chair then recognized Nick Huber, representing the applicant who was seeking a Conditional Permit and Aquifer Protection District Permit to construct seven buildings from 2,000 SF up to 12,000 SF for the purpose of a mini storage facility, having a white exterior w/blue roofing, as shown in the materials distributed to the Board. Mr. Huber presented his personal background. He also stated that only customers would be allowed on the site, and informed those present of the other allowable uses for this site; the mini storage facility would be a "much better neighbor."

Mr. Huber answered other Board questions: who owns the property, size of largest unit, footprint/density, etc. PZO Weber reviewed the process needed, starting with the SEQRA review. He also explained the use of a consultant to assist the Board, providing engineering services. Chair Wickwire commented that the Board needed to "cover all the bases."

Town Attorney Folmer reminded the Board that they should be addressing Lead Agency status. PZO Weber agreed to notify "other involved agencies."

With no further discussion, **a motion was made by Member Newell that the Town of Cortlandville Planning Board agrees to serve as Lead Agency under SEQRA for a proposed self-storage facility. 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 #27 of 2017.

Hartley's Auto Service, Inc., Applicant/Steven Hartley, Reputed Owner - 3830 US Route 11 (Polkville) - TM #87.04-02.000 - Conditional Permit for Parking Lot Expansion

Chair Wickwire recognized the applicant who explained that he was seeking a Conditional Permit to expand his existing parking on the subject parcel by removing the topsoil and placing gravel thereon, as shown on the annotated aerial photo of his business. He stated he has increased his business by selling campers and also renting of U-Haul equipment, and would like parking for at least 40 units.

The Town had received a letter of concern, dated 17 April 2017, from Mr. Hartley's neighbor, Daniel and Deborah Caughey, owners of The Little Treat Shoppe. PZO Weber stated that he had talked with the Caugheys who were under the impression that Mr. Hartley would be using their property for parking. PZO Weber explained this was not the case.

At the close of a brief discussion, **a motion was made by Member Renzi to approve a Conditional Permit for the proposed expansion of the parking lot, as requested, conditioned upon a maximum of 40 units parked in an orderly fashion. 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 #28 of 2017.

Clifton Land Company, LLC, Applicant/Reputed Owner (aka Classy Chassy Carwash) - 876 NYS Route 13 - TM #95.16-02-78.100 - Conditional Permit & Aquifer Protection District Special Permit for Car Wash Addition

Chair Wickwire recognized Jeff Arnold and Engineer Chuck Feiszli who explained that they were seeking a Conditional Permit and an Aquifer Protection District Special Permit to construct a 2366± SF automatic wash bay at this existing car wash, as explained in the narrative accompanying the applications.

With no further discussion, **a motion was made by Member Newell to send the applications 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 #29 of 2017.

Route 13 Rocks, LLC, Applicant/Christopher Henry Holdings, LLC, Reputed Owner (dba Cortlandville Sand & Gravel) - 765 NYS Route 13 - TM #105.00-03-06.200 - Conditional Permit to Modify/Expand Mining Area

Chair Wickwire recognized Richard Hisert who explained that this business has been a permitted use that's been allowed for many years, but now he would like to expand the mine's boundary. The proposed mining would take place about 1,000 feet from the road, but wouldn't be very visible because it is below the surrounding ground elevation. There are two monitoring wells there.

PZO Weber commented that the proposal would also go into the water table. The Board needs to make a decision regarding the Town acting as Lead Agency in a coordinated review with the NYSDEC.

Member Renzi commented that the Town is very protective of its water supply.

A reclamation plan was discussed. Expansion is proposed for 9± acres and deepened into water table about 100 feet, no more than that.

Town Attorney John Folmer advised that the Board could indicate to the NYSDEC they consented to acting as Lead Agency and would like to participate in a coordinated review. Chair Wickwire asked the distance to the Town well, and PZO Weber responded that he would have to review the map to determine that.

At the conclusion of the discussion, **a motion was made by Member DelVecchio that the Town of Cortlandville Planning Board declares its intention to be Lead Agency under SEQRA and perform a Coordinated Review for a proposed Conditional Permit to modify its mine area, as requested. 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 #30 of 2017.

A motion was then made by Member DelVecchio that the application for a Conditional Permit to modify/expand its mining area is to be sent to the Cortland County Planning Department for their review/recommendations. 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 #31 of 2017.

John Conway, Applicant/Reputed Owner – 945 Bennie Road – TM #105.08-02-27.000 – Lot Line Adjustment

Chair Wickwire recognized the applicant who explained he was purchasing the property next door, and would like to move the line between the two properties by six feet, as shown on the maps accompanying the application.

With no further discussion, **a motion was made by Member Newell to approve the Lot Line Adjustment, 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 #32 of 2017.

CNY Power Sports, Applicant/T and E Law Properties, Reputed Owner – 3871 US Route 11 – TM #87.00-04-04.000 – Conditional Permit

PZO Weber commented that the applicant has not obtained the requested information as yet, so the application (as described in the 28 March 2017 Minutes of this Board) should be postponed until the next meeting of this Board

A motion was then made by Member Newell to postpone this application for a Conditional Permit until the May meeting of this Board to allow time to provide the requested information. The motion was seconded by Member Parvizi, with the vote recorded as follows:

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

Motion carried.

This becomes Action #33 of 2017.

OTHER MATTERS

- The Board discussed the May meeting date, which would be the day after Memorial Day. After a brief discussion, **a motion was made by Member Newell to change the May meeting date of the Town of Cortlandville Planning Board to 23 May 2017 at 7:30 p.m. The motion was seconded by Member Parvizi, with the vote recorded as follows:**

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

Motion carried.

This becomes Action #34 of 2017.

- PZO Weber reported that Bestway is building at this time.
- Board asked PZO Weber to contact the Town's CEO regarding tractor and motorcycle sales at Fairview and McLean Roads.
- It has been reported that the place on Delaware is still "working" on Sundays.

EXECUTIVE SESSION

A motion was made by Member Newell, seconded by Member Renzi, to go into Executive Session to discuss pending litigation. All Board members voted in favor.

After the discussion, a **motion was made by Member Renzi, seconded by Member Newell to come out of Executive Session where pending litigation was discussed. All Board members voted in favor. There was no action taken.**

ADJOURNMENT

At 8:55 p.m., a motion to adjourn the meeting was made by Member Renzi, seconded by Member Parvizi, 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 6/23/17.