

**TOWN OF CORTLANDVILLE PLANNING BOARD**  
**Minutes of Regular Meeting - Tuesday, 24 May 2016 – 7:30 PM**  
**Town Hall Board Room – 3577 Terrace Road – Cortland, NY**

**Board Members** (\*absent)

Katherine Wickwire, Chairperson  
Christopher Newell  
Nicholas Renzi  
John M. Finamore  
John A. DelVecchio

**Others Present**

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

**Applicants & Public Present**

Brian Sirgany, Applicant; Chuck Feiszli, PE; Delores Bays, Applicant; Mike Hall, Chris Calabro for 879 Route 13, Applicant; Ryan DuBois for Suit-Kote Corp., Applicant; Dante Armideo, Paul Yaman, Rick & Pat Race, Bud & Linda Harter, Eric Barden, Joe Reagan, Sharon Stevans (Ch. 2 Volunteer).

<b>REGULAR MEETING</b>
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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 – 26 APRIL 2016**

A motion was made by Member Nick Renzi to approve the Town of Cortlandville Planning Board's Minutes of 26 April 2016, as submitted. The motion was seconded by Member Chris Newell, with the vote recorded as follows:

<b>Ayes:</b> Chair Wickwire Member Newell Member Renzi Member Finamore Member DelVecchio	<b>Nays:</b> None
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Motion carried.

**This becomes Action #30 of 2016.**

**OLD BUSINESS**

**Brian Sirgany, Applicant/Dante Armideo, Reputed Owner - 992 Tompkins Street - Part of TM #96.13-01-02.100 – Site Plan for Proposed New Office for Sirgany Eye Care**

Chair Wickwire recognized Paul Yaman, representing the applicant. Mr. Yaman distributed a revised Page No. S-1.1 of the plans which now included a chart indicating the percentage of lot coverage.

Chair Wickwire commented on the “eye logo” shown on the front elevation which will not be illuminated. Member Renzi reviewed his comments on the drawings with the engineer, Chuck Feiszli, as follows:

Please provide the following information on the submitted site plan layout sheet S-1.1 or Grading Plan sheet S-1.2 or on supplemental drawings:

1. Show width of parking spaces as ten feet.
2. Indicate number of parking spaces, circled numbers are confusing with note balloons
3. Show handicap parking spaces with ADA logos.
4. Provide detailed landscaping plan with common and formal names of all plantings
5. Provide lighting plan with intensity map.

6. Show traffic arrows.
7. Provide usual details for curbing and signage.
8. Indicate any business signage with dimensions.
9. Provide building elevation drawing
10. Indicate size of filter outlet pipes including length dimensions.
11. Indicate if roof drains are part of the stormwater management system
12. Provide a cross-section of item 3 in S-1.2 treatment and lined sand filter area.
13. Provide approval letter from Cortland Soil and Water Conservation District for the stormwater management system.
14. Provide a detailed maintenance plan for the stormwater management system.
15. Show the location of outside trash container.
16. Show designated area for snow storage.
17. Provide a simple narrative as to how you have addressed the Design and Development Guidelines of the Cortlandville Code Article XXIII.

A copy of the remarks was provided to Engineer Feiszli who had no objections to the requests. He stated he would be meeting with Pat Reidy of County Soil & Water.

Mr. Yaman asked the Board if it was possible to get approval of the Site Plan at this meeting, and Chair Wickwire advised that the application and attachments had to go to the Cortland County Planning Department first for their approval/recommendations. Once it comes back from the County, the process will be facilitated. The Town Board would be holding their public hearing on the Aquifer Protection District Special Permit at their July meeting. Chair Wickwire stated that they could ask the Town Board to set the public hearing for the first meeting in July to help expedite the project. PZO Bruce Weber suggested that the engineer compose a letter to the Town Board requesting that they set their public hearing as soon as possible.

With no further comments, **a motion was made by Member Newell to sent the Site Plan for the proposed new eye care facility to the Cortland County Planning Department for their review. The motion was seconded by Member John DelVecchio, with the vote recorded as follows:**

<b>Ayes:</b>	<b>Chair Wickwire</b>	<b>Nays:</b>	<b>None</b>
	<b>Member Newell</b>		
	<b>Member Renzi</b>		
	<b>Member Finamore</b>		
	<b>Member DelVecchio</b>		

**Motion carried.**

**This becomes Action #31 of 2016.**

## **NEW BUSINESS**

### **Delores Bays, Applicant/Reputed Owner – 3011 NYS Route 215 – TM #106.00-03-09.110 & 09.2 – Lot Line Adjustment**

Member DelVecchio advised those present that he has represented the applicant in other real estate transactions, but he did not think his representing her would bias him in any way.

Chair Wickwire recognized the applicant and her representative, Mike Hall, who explained to the Board that they were seeking approval to consolidate a portion of TM #106.00-03-09.11 with TM #106.00-03-09.2, as shown on a portion of the tax map 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 John Finamore, with the vote recorded as follows:**

<b>Ayes:</b>	<b>Chair Wickwire</b>	<b>Nays:</b>	<b>None</b>
	<b>Member Newell</b>		
	<b>Member Renzi</b>		
	<b>Member Finamore</b>		
	<b>Member DelVecchio</b>		

**Motion carried.**

**This becomes Action #32 of 2016.**

**879 Route 13, LLC, Applicant/Reputed Owner – 3011 NYS Route 13 (former Ponderosa) – TM #95.16-02-72.000 – Site Plan Review – Proposed Moe’s Southwest Grill**

PZO Weber advised, for informational purposes, that the rendering as submitted requires a variance, as the illuminated sign itself and the tower extends above the wall of the building.

Chair Wickwire recognized Chris Calabro, representing the applicant who was seeking Site Plan approval to change the façade of the subject building (former Ponderosa) to reflect Moe’s Southwest Grill, as shown on the rendering submitted with the application. Member Renzi asked if what was submitted was the only “rendition” used by Moe’s; Mr. Calabro responded that the rendering was all that they had provided to him. Member Renzi stated that he, personally, did not like it, preferring something a “little more subdued, in keeping with this most important part of Cortlandville.” Chair Wickwire commented that both McDonald’s and Applebee’s had “toned down” their appearance to more closely reflect the desired aesthetics for the Town, making them less “garish.”

Member Newell stated it would be nice to see more façade choices. Mr. Calabro said that he would discuss this with Moe’s to see what they could do. Member Renzi advised Mr. Calabro to read the Design Guidelines contained in the Code to “obtain the flavor of what we’re trying to do.” PZO Weber noted that the Town ZBA would be holding a public hearing for the variance on 31 May 2016; maybe this Board would like to see what the ZBA’s decision is before proceeding with the Site Plan Review; it would also give the applicant time to ascertain if other façades are available from Moe’s. The Board did like the stone shown in the rendering.

With no further discussion, **a motion was made by Member Newell to postpone Site Plan Review for the proposed Moe’s Southwest Grill until 28 June 2016 to allow the applicant time to provide requested information. The motion was seconded by Member Renzi, with the vote recorded as follows:**

<b>Ayes:</b>	<b>Chair Wickwire</b>	<b>Nays:</b>	<b>None</b>
	<b>Member Newell</b>		
	<b>Member Renzi</b>		
	<b>Member Finamore</b>		
	<b>Member DelVecchio</b>		

**Motion carried.**

**This becomes Action #33 of 2016.**

**Suit-Kote Corporation, Applicant/Reputed Owner – 3715 US Route 11 (Polkville) –TM #s 97.02-01-10.000 & 11.000 – Conditional Permit for Proposed Construction Staging Area**

Chair Wickwire recognized Ryan DuBois, representing the applicant who was seeking a Conditional Permit for an already existing construction staging area on the property as shown on the Site Plan accompanying the application. Chair Wickwire asked how this staging area got built without a permit? Mr. DuBois stated that it was the applicant's error. A portion of this site is in the flood plain.

Chair Wickwire asked if the applicant had a letter from the NYSDOT regarding the driveway; they did not, but they have filed the paperwork for same. The DOT, Mr. DuBois stated, did not think one was necessary because they were already "operating off the current entrance on Route 11." PZO Weber advised that a Stormwater Pollution Prevention Plan is also required. Mr. DuBois responded that he had spoken to the DEC and they had a SWPPP for the site, as well as an individual SPDES for their tank and quarry down there; they would operate off those current permits but, at the DEC's request, they will get a "construction SWPP." He is pursuing this.

Chair Wickwire asked Mr. DuBois to show the Board what has been done on the site. He responded that they have leveled out the ground with a dozer a couple of weeks ago and indicated the location on the plan. An entrance was cut through the berm to connect with Route 11, and a gate has also been installed. The driveway was once used for access to a house which has since been removed, so there's not a new entrance off Route 11; they just had to cut through an existing berm. There is no building associated with this project. PZO Weber stated it was his understanding with NYSDOT is *"when there's a change to the intensity of use of a curb cut then that would then required an approval from them. There was the berm that was there, and a portion of the berm was taken down so that the driveway now accesses Route 11; it didn't previously."*

Mr. DuBois also stated that they have not decided yet on where to store what; it's only a temporary storage area. They are talking about a few vehicles, cones, and road signage to be used in conjunction with their construction contract on Interstate 81. PZO Weber added that a Development Permit is needed for fill in the flood plain, they will need to have a discussion with Pat Reidy of County Soil & Water regarding the Stormwater Plan which falls under the Town's Stormwater Regulations, which also need to be satisfied.

Chair Wickwire recognized Richard Race who wished to speak to the Board on this matter. Mr. Race, who said he lived directly across from the subject driveway, presented photos taken 30 April 2016, along with aerial photos obtained from Google® of the site. It was his opinion that this driveway will become the main entrance for the quarry operation. There would be 200 to 300 trucks per day, he stated. He was told this by Harvey Anderson, a Suit-Kote employee. Mr. Race objects to this driveway being used as the main entrance. Mr. DuBois stated he was here for the proposed staging area and that he could not attest to future plans down the road. Mr. Race continued that he did not want to stop them from doing what they are doing, but the subject area is not the place to have it. He would like to see the entrance moved farther up where there are four lanes in the highway.

Member Newell asked Mr. DuBois if the proposed staging area will be shut down after the 81 project is complete, and Mr. DuBois responded he did not know that; it was a two-year project. If trucks cannot access the staging area as requested, then they will have to travel through the quarry. Chair Wickwire asked how many trucks per day would operate there, and he answered five trucks, but he was not sure how many trips will be made by each truck. He did not think it would be excessive.

Chair Wickwire commented that the main entrance is already there so if utilized they would not be disturbing the residents living across the street from the driveway entrance. Mr. Race stated the neighbors would not object if they were a little farther up "across from the truck stop." Chair Wickwire asked Mr. DuBois if Suit-Kote could "tie in up here, across from the truck stop, right to this area, straight through?" He replied that he didn't want to say we can't, but he didn't make the decision.

Chair Wickwire asked Mr. DuBois to go back and talk to the owners to see if they could come in across from the truck stop and help the neighbors out. If the applicant had not already gone ahead without

coming before the Planning Board, then money might not have been spent as the Board might have come up with this arrangement/solution ahead of time.

Member Renzi added that, when they do come back before this Board, bring a Site Plan that shows more detail on roadways, storage areas, and all that. And, added Chair Wickwire, the applicant should talk to the NYSDOT also.

At the conclusion of this lengthy discussion, **a motion was made by Member Newell to postpone the application for a Conditional Permit for a proposed Construction Staging Area until the 28 June 2016 meeting of this Board to allow the applicant time to provide the requested information. The motion was seconded by Member Renzi, with the vote recorded as follows:**

**Ayes: Chair Wickwire**

**Nays: None**

**Member Newell**

**Member Renzi**

**Member Finamore**

**Member DelVecchio**

**Motion carried.**

**This becomes Action #34 of 2016.**

**Royal Nissan/Subaru Dealership – NYS Route 13 – Next to Empire Tractor – Sketch Plan Conference**

Chair Wickwire recognized Joe Reagan, Dealership Owner, Architect Tom Schickel, and Engineer Chuck Feiszli who presented a Sketch Plan for a new proposed 10.52± A. Nissan/Subaru dealership on NYS Route 13, relocating their existing Route 281 facility. Mr. Reagan stated that this site would be about three times larger than what they now have on NYS Route 281 in the Town. Architect Schickel handed out “Option 1 Elevations and Floor Plan.” With this new site, there would no longer be offloading from the road.

The proposed building will have a glass front. All service work will be done onsite. Member Renzi asked what was the disposition of the existing facility, and Mr. Reagan stated that it will be sold. Member Renzi commented to Engineer Feiszli that the same comments he made regarding the Sirgany application would also apply to this project. Landscaping plan, lighting plan, etc. will need to be provided. The applicant will be returning to this Board with a Site Plan.

**No Action Required.**

**OTHER DISCUSSION**

- Bestway – Luker Road – Chair Wickwire commented that she had been informed that nothing had been done to restore this site next to Petrella’s Body Shop as requested by the Planning Board. A timeline for completion of what was required was presented to Board Members at their 27 October 2015 meeting. PZO Weber stated that he had been by the site “the other day” and had seen no action.
- August Planning Board Meeting – PZO Weber advised he will be gone from 8/21 until 8/30 (Board’s normal meeting date), so proposed that the August meeting be held on the first Tuesday in September, the 6<sup>th</sup>. If there was to be a meeting in August, it would have to be a week before. The Town Board would meet on September 7<sup>th</sup> if there were referrals to that Board.
- Property at McLean Road & Fairview – Member Newell advised to contact Desiree Campbell in Town Code Office regarding condition of specific property.

- Staging Areas for Construction Projects – Member Finamore commented that Economy Paving never came before this Board to get permission for construction storage areas along Route 281. PZO Bruce Weber responded that this was not the same as Suit-Kote who owns the property they are using for that; Economy Paving is different. Some of the land being utilized is part of the highway project itself.

**ADJOURNMENT**

At 8:35 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 Clerks, JBF, PB Members,  
DD, BW & DC on 6/8/16.