

TOWN OF CORTLANDVILLE PLANNING BOARD
Minutes of Regular Meeting - Tuesday, 23 February 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

Al Kryger, Attorney Mike Shafer & Robert Ferris for Leonidas Group, Applicant; Matt Vredenburg and Jim Owen for Mahoney Design & Build, Applicant; Chris Tier, Joyce Alteri, Paul Alteri, Jason Schlenker, Gayle Kryger.

REGULAR MEETING

The Regular Meeting of the Town of Cortlandville Planning Board was called to order at 7:53 p.m. by Chair Katherine Wickwire.

OLD BUSINESS

Leonidas Group of Virgil, LLC, Applicant/Robert Ferris, Reputed Owner – Starr Road - TM #96.10-01-19.100 – Proposed PUD (Planned Unit Development)

Chair Wickwire recognized Attorney Mike Shafer, representing the applicant who was seeking approval of a Residential PUD, as indicated on the revised Preliminary Site Plan received by Board members. Attorney Shafer explained the revisions made, including reducing the number of dwelling units from 66 to 50.

Chair Wickwire asked the attorney why a Planned Unit Development? Attorney Shafer responded that if not a PUD, every individual unit would have to meet Town setbacks, etc. Homeowners' fees would also probably increase. Member Nick Renzi reviewed his comments regarding the project. Member DelVecchio thought that the applicant had made good progress. Chair Wickwire commented that this revised project should go back to Walt Kalina, PE, of Clough Harbour Associates for his review. Member Renzi stated that Pat Reidy of County Soil & Water should also review what has been submitted. Attorney Shafer responded that there has been an initial meeting between Mr. Reidy and the project's engineer, Tim Buhl, but not since the revisions were made. The attorney was also concerned with timing of the project through the required reviews. Chair Wickwire suggested the Board set a Public Hearing for their next meeting.

A motion was then made by Member Chris Newell to set a Public Hearing on the proposed PUD project for 29 March 2016 at 7:30 p.m. The motion was seconded by Member John DelVecchio, with the vote recorded as follows:

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

Nays: None

Motion carried.

This becomes Action #7 of 2016.

A motion was then made by Member Nick Renzi to send the Revised Site Plan to the Cortland County Planning Department and Walt Kalina, PE, of Clough Harbor Associates, for their review. The motion was seconded by Member Newell, with the vote recorded as follows:

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

Nays: None

Motion carried.

This becomes Action #8 of 2016.

Chair Wickwire recognized Chris Tier a resident of Abdallah Avenue, a neighboring street to the proposed PUD project, who stated that the residents were not happy as they are not being kept informed of what's going on with this matter. Two houses got flooded already this year.

Matt Vredenburg, Applicant/Dr. Chris Smith, Reputed Owner - 3773 Luker Road - TM #95.08-01-18.000 - Site Plan for Proposed Medical Office Building

(Note: A Sketch Plan Conference regarding this project was held 26 January 2016. Reference is made to those Minutes for additional information.)

Chair Wickwire recognized Jim Owen and Matt Vredenburg. Member Renzi commented on their "very good drawings." He then reviewed the comments he had prepared, as follows:

1. Reference Site Plan drawing number L-200.
 - a. The location of the building behind the stormwater management area and the parking lot detracts from the architectural beauty of the office building. The applicant should review Article XXIII titled "Design and Development Guidelines" in the Cortlandville Town Code. There were probably good reasons to situate the building as proposed but I suggest that the applicant/architect look at the referenced code section and incorporate the suggested guidelines that are applicable and appropriate within the budget of the project.
 - b. I believe that the ballooned items should reference L201 not L202 or drawing L-201 should be changed to L-202
 - c. There appears to be no lighting in the parking lot or walkways. What lighting will be provided and where will it be located?
 - d. Snow storage areas should be designated and shown on the drawing.
 - e. If signage is planned please show on L-200 with details on L-201.
2. Reference Stormwater Management Plan L-400
 - a. The Planning Board requires a letter from Cortland Soil and Water accepting the Stormwater Management System design.
 - b. A maintenance plan for the stormwater management system should be submitted to Soil and Water and the Planning Board.

In response to 1. c, the applicant will submit lighting cut sheets.

At the conclusion of the discussion, a motion was made by Member Renzi to send the Site Plan for the proposed medical office building to the Cortland County Planning Department for their review. The motion was seconded by Member John Finamore, with the vote recorded as follows:

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

Motion carried.

This becomes Action #9 of 2016.

NEW BUSINESS

Empire Tractor Realty Cortland, LLC, Applicant/Reputed Owner – 638 NYS Route 13 – TM #105.00-01-48.100 – Subdivision of Land

Chair Wickwire acknowledged receipt of an application and survey map from the applicant who was seeking approval to subdivide a 7.461±-acre lot from the main 69.20±-acre parcel.

With no further discussion, a motion was made by Member Renzi to send the application for the proposed Subdivision to the Cortland County Planning Department for their review. The motion was seconded by Member Newell, with the vote recorded as follows:

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

Motion carried.

This becomes Action #10 of 2016.

Garage on Delaware, LLC, Applicant/Reputed Owner – 3676 Delaware Avenue – TM #96.06-02-53.000 – Conditional Permit for Auto Detailing Business

PZO Weber advised Board members that the applicant had been granted a Use Variance for a proposed auto detailing business at the previous ZBA meeting. However, the applicant's representative had left and was not present to answer this Board's questions.

With no further discussion, a motion was made by Member John DelVecchio to postpone the request for a Conditional Permit to conduct an auto detailing business until the 29 March 2016 meeting to allow the applicant/representative to be present.. The motion was seconded by Member Newell, with the vote recorded as follows:

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

Motion carried.

This becomes Action #11 of 2016.

OTHER BUSINESS

- Training – Chair Wickwire advised Board members of 13 March training that was upcoming. Anyone wishing to attend should notify Town Clerk Karen Snyder. Member DelVecchio stated he will do training online.
- Hydrogeologist – Member Renzi commented on two letters received from Todd Miller, Retired Hydrogeologist with respect to the Town's Wellhead Protection Zones (copies placed on file for the record). Mr. Miller advised that a hydrologist should be consulted before any changes are proposed that affect Wellhead Protection Zones. Member Renzi thought the Board should address Mr. Miller's advice which would be beneficial to the Town for many years and be the basis for good decision-making. At the conclusion of a brief discussion, **a motion was made by Member Renzi that the Town of Cortlandville Planning Board recommends that the Town Board solicit a proposal from Cortland County Soil & Water regarding re-evaluation of Wellhead Protection Zones. The motion was seconded by Member Newell, with the vote recorded as follows:**

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

Nays: None

Motion carried.

This becomes Action #12 of 2016.

- Town Website – It was noted that the Town's website is not working properly.
- Fueling Stations – A map, by Eric Lopez of County Planning, showing where fueling stations would be allowed, was provided to the Board for their review.

ADJOURNMENT

At 8:35 p.m., a motion to adjourn the meeting was made by Member Finamore, seconded by Member DelVecchio, 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 3/13/16.