

TOWN OF CORTLANDVILLE PLANNING BOARD
Minutes of Regular Meeting - Tuesday, 21 February 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

Charles Feiszli, PE, for Gregory Leach, Applicant; Glenn Reisweber for Lime Hollow Nature Center, Applicant; Chris Calabro & J. Lincoln Swedrock, PE, for 879 Route 13, LLC, Applicant; Peter Perkins, Applicant; Richard Rogers, Applicant; C.P. Barncamp & Robert Brenner for Verizon Wireless, Applicant; Jim Huber, Jr. for Storage Squad, LCC; Barb & Greg Leach, Andrea Niggli, Forrest Earl (?), Pat Leach, Joe Westbrook.

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 – 31 JANUARY 2017

A motion was made by Member Chris Newell to approve the Minutes of the 31 January 2017 Planning Board meeting, as submitted. 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

Abstain: Member Parvizi

Motion carried.

This becomes Action #8 of 2017.

OLD BUSINESS

Osborne Residential PUD, Applicant/Richard Osborne, Reputed Owner – South Side of Starr Road – TM #96.00-06-1.110 – Proposed Residential PUD

Chair Wickwire acknowledged receipt of a 15 February 2017 letter addressed to PZO Bruce Weber from Attorney William J. Pomeroy, advising that the PUD application of his client, Richard Osborne, is permanently withdrawn.

No Action Required.

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

(Note: This application was considered at the 31 January 2017 meeting of this Board. At that meeting, the Conditional Permit application for the proposed drive-thru pole barn addition to an existing building was referred to the Cortland County Planning Department for their review. Reference is made to those Minutes for additional information.)

Chair Wickwire recognized Chuck Feiszli, PE, who explained that the applicant was seeking a Conditional Permit to construct a 48 ft. by 27 ft. one-bay 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, and will be placed on gravel. Mr. Feiszli stated that the location of the proposed addition is on the original 3.1±-acre parcel, and has nothing to do with the additional property purchased. Complete details/sketches were attached to the application.

Chair Wickwire asked the engineer if he had seen the Cortland County Planning Department's report, and he said he had. PZO Weber added that a use variance was granted previously, and what is being proposed is an allowed use in the district (storage); therefore, no use variance is needed. Town Attorney Folmer added that the subject parcel is not a part of any litigation.

Chair Wickwire then read aloud the Cortland County Planning Board's Resolution No. 17-03 dated 15 February 2017 which recommended returning this application for local determination. Regarding that Resolution's five contingencies, Engineer Feiszli advised the Board that (ref. #1) there would be no vehicles entering or exiting Mr. Leach's adjoining property. Item #2, regarding a Stormwater Pollution Prevention Plan, does not apply. Item #3 is also not applicable, as is Item #4.

Chair Wickwire then proceeded to read aloud Part II of the Short Environmental Assessment Form. Negative responses were obtained to all questions in Part II. Therefore, **a motion was made by Member Newell that the proposed action will not cause any significant adverse environmental impact, resulting in a Negative Declaration. 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 #9 of 2017.

With no further discussion, **a motion was made by Member Newell to approve the Conditional Permit for the proposed drive-thru addition to an existing transfer station, as requested, incorporating Item #1 of the Cortland County Planning Board's Resolution No. 17-03 of 15 February 2017. 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 #10 of 2017.

879 Route 13, LLC, Applicant/Reputed Owner – 881-885 NYS Route 13 – TM #95.16-02-73.000 (Parcel B) – Site Plan Review & Aquifer Protection District Special Permit for Proposed Building

Chair Wickwire recognized Chris Calabro and BME Associates Engineer Lincoln Swedrock, who had appeared before this Board at last month's meeting (31 January 2017), at which time the applications were forwarded to the Cortland County Planning Department for their review. Reference is made to those Minutes for additional information.

Mr. Swedrock explained that he had met with and received comments from Pat Reidy of County Soil & Water and all of them have been addressed. PZO Weber advised that he had not received approval yet from Mr. Reidy. The engineer also stated that the height of the proposed sign has been reduced, as requested, to eight feet, added additional trees, reduced pond size, indicated snow removal/storage area(s) and dumpster location. No changes proposed for entrance, except as shown on Lime Hollow Road. Member Renzi responded that Mr. Swedrock had addressed all of his comments. A photometric plan now appears on Sheet #9 of the drawings.

Member Renzi then brought up the Town's Design Guidelines and Mr. Swedrock discussed how they have been reflected on the Site Plan. Member Nasrin Parvizi asked about the sign's interference with line of sight when exiting the property, and Mr. Swedrock explained the distances and stated that the proposed sign will not affect the exiting/entering visibility at all.

Chair Wickwire then reviewed the contingencies contained in the County Planning Board's Resolution No. 17-01 of 21 December 2016. Regarding Item 1, the engineer stated they were in contact with NYSDOT regarding this. Item #2 – Requested variance has been granted. Item #3 – Satisfied. Item #4 – in the process of approval of SWPP. Item #5 – Okay. Item #6 – Landscaping Plan is fine per Member Renzi. Item #7 re lighting plan – done. Item #8 – Will do. Item #9 – Done. Item #10 – They are taking out existing entrance on Lime Hollow Road and moving it west about 50 feet.

At the conclusion of this thorough discussion, a **motion was made by Member Renzi to approve the Site Plan for the proposed new building, as requested, incorporating Items #1 thru #11 of the Cortland County Planning Board's Resolution No. 17-01 of 21 December 2016. 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 #11 of 2017.

A **motion was then made by Member Newell that the Town of Cortlandville Planning Board recommends to the Town Board that they issue an Aquifer Protection District Special Permit and act as Lead Agency under SEQRA. 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 #12 of 2017.

879 Route 13, LLC, Applicant/Reputed Owner 872-873 NYS Route 13 – TM #95.16-02-72.000 (Parcel A – Moe's) – Site Plan Review – Reconfiguration of Existing Building

Chair Wickwire recognized Chris Calabro and BME Associates Engineer Lincoln Swedrock, who had appeared before this Board at last month's meeting (31 January 2017), at which time the applications were forwarded to the Cortland County Planning Department for their review. Reference is made to those Minutes for additional information.

Chair Wickwire reviewed the Cortland County Planning Board's Resolution No. 17-02 of 15 February 2017 with the engineer. Mr. Swedrock advised he had reached out to the Town Highway Superintendent and was awaiting his reply (Item #1). Item #2 – Mr. Calabro provided a copy of the proposed easement to Chair Wickwire. Item #3 – this has been taken care of, he stated. Item #4 – needs to be put on the drawing. Item #5 – easements have been prepared. Item #6 – will do. Item #7 – Done.

Chair Wickwire then proceeded to read aloud Part II of the Short Environmental Assessment Form. Negative responses were obtained to all questions in Part II. Therefore, **a motion was made by Member Newell that the proposed action will not cause any significant adverse environmental impact, resulting in a Negative Declaration. 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 #13 of 2017.

At the conclusion of this brief discussion, a **motion was made by Member Newell to approve the Site Plan for the reconfiguration of an existing building, as requested, incorporating Items #1 thru #12 of the Cortland County Planning Board's Resolution No. 17-02 of 15 February 2017. 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 #14 of 2017.

NEW BUSINESS

Lime Hollow Nature Center, Applicant/Reputed Owner – 334 McLean Road (Staff HQ) – TM #105.00-01-08.200 – Conditional Permit – Proposed Preschool

Chair Wickwire recognized Glenn Reisweber, Executive Director of Lime Hollow Nature Center, who explained that the Center was seeking a Conditional Permit to operate a Forest Preschool program at this location, as explained in the 8 February 2017 narrative accompanying the application, photos, and drawings which have been placed on file for the record. The plan is to have the preschool (ages 3 to 5) operational by September, with a maximum of 18 children and three staff.

At the conclusion of the discussion, **a motion was made by Member Newell to approve the Conditional Permit for the proposed preschool, 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 #15 of 2017.

Peter Perkins, Applicant/Cortland Foundation Properties, Inc., Reputed Owner – 3718 NYS Route 281 – TM #96.05-01-08.000 – Site Plan Review – Convert Bed & Breakfast to Two-Family Dwelling
(Note: Board Member Parvizi recused herself from this Agenda item, and took a seat in the audience.)

Chair Wickwire recognized Mr. Perkins who stated the Foundation was seeking Site Plan approval to covert what has been a bed and breakfast into a two-family dwelling that would be used by SUNY Cortland to temporarily house faculty and staff looking to move into the area. There is parking at the rear of the property, plus a three-car garage. PZO Weber advised Mr. Perkins to contact the Town's Building Department to obtain any necessary permits.

With no further discussion, **a motion was made by Member Renzi to approve the Site Plan for the proposed two-family dwelling to convert a former bed and breakfast into a two-family dwelling, 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

Recused: Member Parvizi

Motion carried.

This becomes Action #16 of 2017.

(Note: Member Parvizi returned to her seat on the Board.)

Richard Rogers, Applicant/George Rogers, Reputed Owner – 1416 East River Road – TM #87.13-01-11.000 – Conditional Permit – Proposed Hair Salon

Chair Wickwire recognized the applicant who explained that he was seeking a Conditional Permit to operate a hair salon in his home at this address. He stated that the salon, to be called "Curl Up & Dye," will be a partnership with Wayne Willard, Stylist. A narrative dated 13 February 2017 accompanied the application and provides services offered, hours, etc.

At the conclusion of the discussion, **a motion was made by Member DelVecchio to approve the Conditional permit for a hair salon, as requested. 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 #17 of 2017.

Bell Atlantic Mobile Systems of Allentown, Inc. d/b/a Verizon Wireless, Applicant/Theodore V. Testa, Reputed Owner – 1098 NYS Route 222 (Groton Avenue Plaza) – TM #86.13-01-55.210 –Site Plan Review for Proposed Small-Cell Wireless Facility on Existing Building

Chair Wickwire recognized Mr. Barnham and Mr. Renner who were seeking approval to construct and operate a small-cell wireless telecommunications facility on the rooftop of the existing Tops grocery store building at this location. They have leased a 6 ft. by 6 ft. space on the rooftop, which will include an equipment cabinet. A very complete narrative accompanied the application which explained all the details of what is being proposed, a copy of which is on file for the record.

In response to Chair Wickwire's question, Mr. Renner stated that this facility could easily be moved if needed. He also added that the proposed wireless facility meets all FCC requirements.

Chair Wickwire then proceeded to read aloud Part II of the Short Environmental Assessment Form. Negative responses were obtained to all questions in Part II. Therefore, **a motion was made by Member Newell that the proposed action will not cause any significant adverse environmental impact, resulting in a Negative Declaration. The motion was seconded by Member Renzi, with the vote recorded as follows:**

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

Nays: None

Motion carried.

This becomes Action #18 of 2017.

A motion was then made by Member Newell to approve the Site Plan for a proposed small-cell telecommunications facility on an existing building, as requested. The motion was seconded by Member Renzi, with the vote recorded as follows:

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

Nays: None

Motion carried.

This becomes Action #19 of 2017.

Storage Squad, LLC, Applicant – 1162 NYS Route 13 – TM #96.31-01-11.000 – Sketch Plan Conference for Proposed Self-Storage Facility

Chair Wickwire recognized Jim Huber who stated that the applicant wanted to construct storage units to serve university students in storing their personal items during summer months and study-abroad activities. A booklet setting forth their proposal and containing perspective renderings, along with preliminary plans and maps, was provided to Board members. A facility like this one is, he said, presently in Dryden.

Chair Wickwire was concerned with the view from the rear yards of neighboring homes, and Mr. Huber stated the facility would be obscured by thick plantings/tree line serving as a landscape buffer. There will be no lighting pollution. They have looked into the use of solar panels. "You're not going to know we're there," he stated. Member Newell commented that the units should blend in with the landscaping. PZO Weber advised a variance would be needed from the Town. Chair Wickwire added that she did not think there was room there. PZO Weber commented this was just the beginning of a long process.

Mr. Huber said that they had conducted a marketing study and this type of facility was needed. The facility will be a secure one and they will have from one to two persons onsite. He also added that the facility was for the community as a whole. The Dryden facility will be open in May.

Chair Wickwire thought this type of facility had to "stand the test of time."

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 3/7/17.