

TOWN OF CORTLANDVILLE PLANNING BOARD
Minutes of Regular Meeting - Tuesday, 25 February 2014 - 7:30 PM
Town Hall Board Room - 3577 Terrace Road - Cortland, NY

Board Members (*absent)

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

Others Present

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

Applicants & Public Present

Tom Williams, Applicant; Charles Chappell for Rescue Mission, Applicant; Peter Crissey for Cannon Pools, Applicant; John Conway & George Breuhaus for Gutchess Lumber Co., Applicant; Elizabeth Wood, DVM & Brian Buttner, RA, for Crossroads Veterinary Clinic, Applicant.

REGULAR MEETING

The regular meeting of the Town of Cortlandville Planning Board was called to order at 7:30 p.m. by Acting Chair Chris Newell.

APPROVAL OF MINUTES – 18 JANUARY 2014

A motion was made by Member Nick Renzi to approve the Minutes of the 18 January 2014 meeting, as submitted. The motion was seconded by Member John Finamore, with the vote recorded as follows:

Ayes: Acting Chair Newell
Member Renzi
Member Finamore
Member DelVecchio

Nays: None

Absent: Chair Wickwire

Motion carried.

This becomes Action #10 of 2014.

OLD BUSINESS

Rescue Mission, Applicant/Gator Investments, Reputed Owner - 3654 NYS Route 281 (Cortlandville Plaza) – Conditional Permit for Donations Trailer

(Reference is made to the 29 October and 17 December 2013 Minutes of this Board when Charles Chappell, representing the applicant who was seeking a Conditional Permit to place a 12 ft. by 32 ft. storage trailer in the parking lot alongside McLean Road, appeared. At those meetings, Chair Wickwire and the Board suggested he explore alternatives and come back with a different plan; Mr. Chappell agreed to do so.)

Acting Chair Newell recognized Mr. Chappell, representing the applicant, who advised the Planning Board that he had spoken with the owner's representative regarding relocation of the donations trailer to a less conspicuous spot in the parking lot. Mr. Chappell reported that the Rescue Mission had been given permission to move the trailer to a location behind Doug's Fish Fry where it would not be visible from NYS Route 281, and much less visible from McLean Road.

In response to the Board's questions, Mr. Chappell stated that the donation unit is "manned" about eleven hours per day. Anything deposited outside overnight is immediately picked up first thing in the

morning. In addition, the Rescue Mission will be placing drop-off boxes at this location; they will match the donation unit.

At the conclusion of the discussion, a motion was made by Member Finamore to approve the Site Plan for the Rescue Mission's Donation Center at the new location (behind Doug's Fish Fry), as requested. The motion was seconded by Member Renzi, with the vote recorded as follows:

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

Motion carried.

This becomes Action #11 of 2014.

Peter Crissey, Applicant/Clifford Malzman, Reputed Owner – 807 NYS Route 13 – TM #105.08-01-04.000 – Site Plan Review & Aquifer Protection District Permit (Cannon Pools)

Acting Chair Newell recognized Peter Crissey, Architect, and Clifford Malzman, representing Cannon Pools who is planning to relocate their NYS Route 281 business facility to this location, the former Grange Hall site. Reference is made to the 28 January 2014 Minutes of this Board when a Sketch Plan Conference was held.

Mr. Crissey presented sample photos (Auburn store) of the proposed building. He also stated that there would be no need for parking lot pole lights, but the pool areas will be lighted. The entire front, containing an inground pool, will be landscaped "like a back yard."

He has already received a preliminary design for the septic system. Approval is awaiting percolation tests which cannot be taken until the ground thaws. A stormwater plan will also be prepared. Parking spaces and lot coverage (38.6%) were reviewed. Three employees will work from the proposed building, with the rest of the employees working "in the field."

Member Renzi reminded the representatives that they should prepare a maintenance plan for stormwater management.

At the conclusion of the discussion, a motion was made by Member Renzi to forward the Site Plan and request for an Aquifer Protection District Special Permit to the Cortland County Planning Department for their review. The motion was seconded by Member John DelVecchio, with the vote recorded as follows:

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

Motion carried.

This becomes Action #12 of 2014.

Gutchess Lumber Co., Applicant/Reputed Owner – 3599 NYS Route 281 (former Friendly's) – TM #95.12-01-13.000 – Proposed Building Renovation/Addition

(Reference is made to the 28 January 2014 Minutes of this Board for additional details.)

Acting Chair Newell recognized George Breuhaus, Architect, and John Conway (contractor), who were given a copy of the County Planning Department's report on their review of this project. Mr. Breuhaus stated that he had no problem with any of the County's conditions.

Mr. Breuhaus stated that he had reconfigured the parking spaces to conform to the required size, and there are now 39 spaces. He also stated they will be adding more green space, and they will also be removing the cupola from the existing building. PZO Weber advised them on signage.

At the conclusion of a brief discussion, **a motion was made by Member Renzi to approve the Site Plan for the proposed building renovation and addition, as requested, incorporating Items 1 and 2 of the Cortland County Planning Board's Resolution No. 14-05 of 2/12/14. The motion was seconded by Member Finamore, with the vote recorded as follows:**

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

Motion carried.

This becomes Action #13 of 2014.

A motion was then made by Member Finamore to recommend 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:	Acting Chair Newell	Nays:	None
	Member Renzi		
	Member Finamore	Absent:	Chair Wickwire
	Member DelVecchio		

Motion carried.

This becomes Action #14 of 2014.

NEW BUSINESS

Tom Williams, Applicant/McKeown Group, LLC, Reputed Owner – Blue Creek Road – TM #85.00-08-17.000 – Subdivision of Land

Acting Chair Newell recognized the applicant who was seeking approval to subdivide a 4±-acre parcel from this 122±-acre parcel, as shown on the aerial photographs accompanying the application.

At the conclusion of a brief discussion, **a motion was made by Member Renzi to approve the subdivision of land as requested. The motion was seconded by Member Finamore, with the vote recorded as follows:**

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

Motion carried.

This becomes Action #15 of 2014.

Brian R. Buttner, RA, Applicant/Elizabeth Wood, DVM, Reputed Owner – 3512 NYS Route 281 (Crossroads Veterinary Clinic) – TM #95.16-01-23.000 – Proposed Addition/Renovation

Acting Chair Newell recognized the applicant who stated he had been hired as Onsite Manager for the construction phase only of this project. There will be a “modest” addition to the existing clinic, a modernization of the clinic’s façade, and interior improvements.

The Board reviewed an aerial photo and Site Plan of the project, which was already underway. Green space provided will be 33%, and there will be no change to existing parking “out front.” There will be a handicapped accessible space and ramp provided. The building will be insulated, have new windows, and be re-sided.

Town Attorney Folmer noted that the project had been started without the required permits, but it may be continued with completion of a Notice of Intent to Start the Project, and they have agreed that they will hold the Town harmless by reason of their accelerated work schedule.

At the conclusion of the discussion, **a motion was made by Member Renzi to forward the applications for Site Plan Approval and an Aquifer Protection District Special Permit for the proposed addition/renovation to Cortland County Planning for their review, contingent upon execution of the 2/25/14 "Notice of Intent to Start the Project."** The motion was seconded by Member Finamore, with the vote recorded as follows:

Ayes: Acting Chair Newell
Member Renzi
Member Finamore
Member DeVecchio

Nays: None

Absent: Chair Wickwire

Motion carried.

This becomes Action #16 of 2014.

Gutchess Lumber Co. – Various Parcels – Proposed Rezoning

Town Attorney John Folmer explained that there were numerous parcels of land, all adjacent to the Gutchess Lumber properties, that Gutchess would like rezoned. Attorney Folmer stated that the Town Board was seeking input/comments from this Board regarding the rezoning request. The proposal had also been submitted to County Planning, but no report received as yet. The company is seeking expansion of the Industrial zone. There will be a Public Hearing scheduled in the future, and the Town will undertake the SEQR process. No decision is expected before May.

Member Renzi commented that he had received what the Town Attorney had provided, and Attorney Folmer clarified the existing zoning and proposed acquisitions. Member Renzi stated that he would like to have three questions answered: Why? What? and When?

No Action Taken.

John Barden, Applicant/Reputed Owner, dba Fast Lane Auto – 1799 NYS Route 13 – TM #77.00-01-34.000 – Close October 2013 Public Hearing & Continued Review of Revised Site Plan

(Reference is made to previous Minutes of this Board to obtain an overview of what has transpired since last year regarding the violation of the applicant's Conditional Permit.)

It is noted for the record that Mr. Barden had submitted a letter dated 2/20/14, advising Chair Wickwire that he has been very sick and unable to work for 30 days. In his letter, Mr. Barden stated he had retained local architect Karl Wendt to "do a drawing for your board" and asking for another 30-60 days to have this prepared. He also added that he would not be at this meeting, as requested.

Member Renzi commented that Mr. Barden has failed, over the past few months, to provide this Board with what they requested. He suggested giving Mr. Barden an additional 30 days to comply with the Board's requests and, if he doesn't, then revoke his Conditional Permit. Attorney Folmer advised that the Board had already taken that step and is now in a position to revoke the permit. If revoked, he will then be in violation of the Zoning Law. Attorney Folmer stated he could write a letter advising Mr. Barden that the Town Planning Board is now in a position to revoke his Conditional Permit for failure to provide the requested material. However, since he has retained Karl Wendt to provide the requested drawing, Mr. Barden would be given additional time to submit the material two weeks prior to the March 25th meeting of the Board. If the requested material is not received in a timely fashion, this Board will then consider its options.

At the conclusion of the discussion, a motion was made by Member Renzi that the Town Planning Board directs the Town Attorney to compose a letter to the applicant as discussed. The motion was seconded by Member Finamore, with the vote recorded as follows:

Ayes: Acting Chair Newell
Member Renzi
Member Finamore
Member DeVecchio

Nays: None
Absent: Chair Wickwire

Motion carried.

This becomes Action #17 of 2014.

It was noted for the record that an "Anonymous" letter, undated, had been received addressed to Cortlandville Planning Board members. It was acknowledged as "received and filed."

OTHER DISCUSSION

- ✓ Storage Trailers at Former SCM Parking Lot – Member Finamore asked about the Pall Corp. storage trailers, 6±, that have been placed at the rear (northwest corner) of this parking lot, off Lime Hollow Road. They may contain some sort of equipment/testing for Pall Corp. used in their business. PZO Weber offered to contact Pall and have someone appear at the March 25th meeting of this Board to explain the trailers. **A motion was then made by Member Renzi, to request the presence of a Pall Corp. representative at the 25 March 2014 meeting to explain the trailers parked in the northwest corner of the parking lot off Lime Hollow Road. The motion was seconded by Member Finamore, with the vote recorded as follows:**

Ayes: Acting Chair Newell
Member Renzi
Member Finamore
Member DeVecchio

Nays: None
Absent: Chair Wickwire

Motion carried.

This becomes Action #18 of 2014.

ADJOURNMENT

At 8:36 p.m., a motion to adjourn the meeting was made by Member Renzi, seconded by Member Finamore, with all members present voting in the affirmative.


Joan E. Fitch, Board Secretary

E-mailed to Town, KW, JMF,
CN,
EA, NR, JF, TW, DC & BW on 3/16/14.