

**TOWN OF CORTLANDVILLE PLANNING BOARD**  
**Minutes of Regular Meeting - Tuesday, 25 September 2012 - 7:30 PM**  
**Town Hall Board Room - 3577 Terrace Road - Cortland, NY**

**Board Members** (\*absent)

Katherine Wickwire, Chairperson  
Christopher Newell  
Nicholas Renzi  
Elizabeth Ambrose  
John M. Finamore

**Others Present**

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

**Applicants & Public Present**

John DelVecchio, Applicant; Martin Marble, Applicant; Craig & Michelle Brooks & Attorney Russ Ruthig for CoffeeMania.

<b>REGULAR MEETING</b>
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The Regular Meeting of the Town of Cortlandville Planning Board was called to order by Chairperson Katherine Wickwire at 7:30 p.m.

**APPROVAL OF MINUTES – 28 AUGUST 2012**

A motion was made by Member Chris Newell to approve the Minutes of the 28 August 2012 Planning Board meeting, as submitted. The motion was seconded by Member Nick Renzi, with the vote recorded as follows:

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

**This becomes Action #61 of 2012.**

**NEW BUSINESS**

**John DelVecchio, Applicant/DelVecchio Family LLC, Reputed Owner – 1703 NYS Route 13 – TM #97.17-01-08.200 – Proposed Subdivision & 3 Two-Family Residences**

Chair Wickwire recognized the applicant who explained that he was seeking approval to subdivide this 3±-acre parcel into three one-acre parcels, and also approval to construct three two-family residences on each lot. As yet, he does not have a NYSDOT Permit for this project. He was also advised that a Stormwater Management Plan would also be needed

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

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

**This becomes Action #62 of 2012.**

**Cortland Citizens' Corporation Building, Inc., Applicant/Reputed Owner - 1142 NYS Route 222 – TM #86.13-01-60.100 – Proposed Subdivision of Land**

Chair Wickwire recognized Attorney Russ Ruthig, who was present along with Craig and Michelle Brooks, owners of CoffeeMania at this location. The owners want to purchase the subject 0.27±-acre property, as shown on the survey map accompanying the application.

At the conclusion of their discussion, **a motion was made by Member Newell to approve the Subdivision of Land, as requested. The motion was seconded by Member Renzi, with the vote recorded as follows:**

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

**Nays: None**

**Motion carried.**

**This becomes Action #63 of 2012.**

**281 Groton Corp., Applicant/Reputed Owner - 1142 NYS Route 222 – TM #86.13-01-62.100 – Proposed Subdivision of Land**

Chair Wickwire recognized Attorney Russ Ruthig, who was present along with Craig and Michelle Brooks, owners of CoffeeMania on the adjoining property (see map accompanying application). Craig and Michelle Brooks were previously approved to subdivide/purchase the portion of property occupied by their business, CoffeeMania (see Action #63 of 2012 above). In concert with that purchase, Attorney Ruthig explained that they also want to purchase 0.15± acre from this parcel to be added to the above 0.27± acre parcel. William Porter is the principle of both Cortland Citizens' Corp. and 281 Groton Corp.

At the conclusion of their discussion, **a motion was made by Member Newell to approve the Subdivision of Land, as requested. The motion was seconded by Member Renzi, with the vote recorded as follows:**

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

**Nays: None**

**Motion carried.**

**This becomes Action #64 of 2012.**

**David Stafford, Applicant/Lois Stafford & David Stafford, Reputed Owners – 4086 Kinney Gulf Road – TM #85.00-08-24.000 – Proposed Subdivision of Land**

Chair Wickwire acknowledged that neither the applicant, nor a representative, was present to explain the proposed subdivision. Board members reviewed the application and maps and determined that the proposed subdivision was self-explanatory and they had no problem with what was being requested.

At the conclusion of a very brief discussion, **a motion was made by Member Renzi to approve the Subdivision of Land, as requested. The motion was seconded by Member Newell, with the vote recorded as follows:**

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

**Nays: None**

**Motion carried.**

**This becomes Action #65 of 2012.**

**Martin G. Marble (dba MGM Auto Sales), Applicant/ Reputed Owner – 4002 West Road (NYS Route 281) – TM #86.13-01-21.100 – Conditional Permit for Proposed Garage**

Chair Wickwire recognized Mr. Marble who explained that he wants to put up a pole barn/garage that had been approved before, but it was never constructed. The proposed garage would be 24 ft. by 30 ft., and located on the property as shown in the sketch accompanying the application. Mr. Marble reported that he no longer had a service license so would not be doing any work of that type at all.

Chair Wickwire then read aloud Part II of the Short Environmental Assessment Form. Negative responses were obtained to all questions in Part II. **A motion was then made by Member Newell to declare a Negative Declaration under SEQRA for the proposed building. The motion was seconded by Member Renzi, with the vote recorded as follows:**

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

**Nays: None**

**Motion carried.**

**This becomes Action #66 of 2012.**

**A motion was then made by Member Newell to approve the Conditional Permit for the proposed 24 ft. by 30 ft. garage building, as requested. The motion was seconded by Member Renzi, with the vote recorded as follows:**

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

**Nays: None**

**Motion carried.**

**This becomes Action #67 of 2012.**

Mr. Marble was provided with the Board's information sheet re Conditional Permits.

## **OLD BUSINESS**

### **Charlotte Hawkins, Reputed Owner – 4077 NYS Route 281 – TM #?? - Motor Homes, Etc., Parking Behind Dr. Hawkins' Medical Office**

(Reference is made to the June, July, and August Minutes of this Board for further background regarding this owner not being in compliance with the original Site Plan, a copy of which had been provided to the Board members.)

PZO Weber advised that Dr. Hawkins' attorney, Mike Shafer, was not present to provide the Board with his client's response to their request to come up with a mutually agreeable solution to bringing the property into conformance with its Site Plan; however, he submitted a letter dated 13 September. PZO Weber noted that the seafood truck was still parked on the property along with three recreational vehicles and one trailer. He also stated that if the Board felt the situation still needed to be resolved, he would like authorization to request the owner's/attorney's appearance at the next meeting.

Member Renzi, as before, restated that he had no objection to the owner parking her recreational vehicle at this location, but everything else should be in accordance with the original Site Plan, and the Code. Member Elizabeth Ambrose commented on Attorney Shafer's letter and stated that she never suggested that Dr. Hawkins fire her attorney; she merely talked with her in an effort to come up with a solution. PZO Weber added that Dr. Hawkins could apply for permission to park the RVs there.

At the completion of their discussion, **a motion was made by Member Renzi to authorize PZO Weber to request Attorney Mike Shafer's presence at their next meeting. The motion was seconded by Member Newell, with the vote recorded as follows:**

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

**Nays: None**

**Motion carried.**

**This becomes Action #68 of 2012.**

## **OTHER MATTERS**

- ✓ **Training** - Chair Wickwire reminded the Board of the October 25<sup>th</sup> training to be held at TC3. Also, there's a seminar/workshop on natural gas drilling on October 17<sup>th</sup>.
- ✓ **Walgreen's** - Attorney Folmer reiterated his August 28<sup>th</sup> comments contained in those Minutes of this Board.
- ✓ **Foxy Franks** - Member Renzi asked about tent/canopy used and parking on the road.
- ✓ **HEP** - Member Renzi stated that HEP has a lot of storage.

## **ADJOURNMENT**

At 8:15 p.m., a motion to adjourn the meeting was made by Member Renzi, seconded by Member Ambrose, with all members present voting in the affirmative.

  
Joan E. Fitch, Board Secretary

E-mailed to Town, KW, JMF, CN,  
EA, NR, JF & BW on 10/29/12.