

TOWN OF CORTLANDVILLE PLANNING BOARD
Minutes of Regular Meeting - Tuesday, 2 June 2020 - 7:30 PM
Water & Sewer Garage - Next to Town Hall at 3577 Terrace Road - Cortland, NY

Board Members (*absent)
Christopher Newell, Chairman
Nicholas Renzi
Laird Updyke
Nasrin Parvizi
Ann Hotchkin

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

Applicants & Public Present

Attorney Fran Casullo for Richard Osborne, Jr., Applicant; John Holbein for Suit-Kote Corporation, Applicant; Kevin Whitney for Cortlandville Fire District, Applicant; Glen Reisweber for Lime Hollow Nature Center, Applicant; Jim Reeners, Applicant; D. Grasic & Andrew Day for Source Renewables, Applicant; Attorney Larry Knickerbocker for Brendon & Cassandra Byrnes, Applicants; Michael Reeners.

REGULAR MEETING

The Regular Meeting of the Town of Cortlandville Planning Board was called to order at 7:30 p.m. by Chairman Chris Newell.

APPROVAL OF MINUTES - 3 MARCH 2020

A motion was made by Member Ann Hotchkin to approve the Town Planning Board Minutes of 4 February 2020, as submitted. The motion was seconded by Member Nasrin Parvizi, with the vote recorded as follows:

Ayes:	Chairman Newell	Nays:	None
	Member Renzi		
	Member Parvizi		
	Member Updyke		
	Member Hotchkin		

Motion carried.

This becomes Action #21 of 2020.

NEW BUSINESS

Richard H. Osborne, Jr., Wayland Osborne & Lorraine Osborne, Applicants/Reputed Owners - 4659 McGraw North Road - TM #78.00-03-03.000 - Subdivision of Land

Chairman Newell recognized Attorney Fran Casullo, representing the applicants who were seeking approval to subdivide this 63±-acre parcel as shown on the survey maps accompanying the application. Member Parvizi asked about access to the parcels, and Attorney Casullo assured her it was okay.

With no further discussion, a motion was made by Member Ann Hotchkin to approve the Subdivision of Land, as requested. The motion was seconded by Member Parvizi, with the vote recorded as follows:

Ayes:	Chairman Newell	Nays:	None
	Member Renzi		
	Member Parvizi		
	Member Updyke		
	Member Hotchkin		

Motion carried.

This becomes Action #22 of 2020.

Suit-Kote Corporation, Applicant/Reputed Owner – Off NYS Route 281, North of Fisher Ave. – TM #76.18-01-04.100 – Subdivision of Land

Chairman Newell recognized John Holbein of the NYSDEC, representing the applicant. He stated that the DEC has been in negotiations with Suit-Kote for some time to purchase part of this parcel, as shown on the maps accompanying the application. As indicated, the subdivided southern portion will be combined with the existing NYSDEC Tax Parcel 76.18-01-05.000. There are no plans for the land, he said. Member Nick Renzi asked if this parcel collected water from Bell Drive; Mr. Holbein was not sure of the drainage.

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

**Ayes: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke
Member Hotchkin**

Nays: None

Motion carried.

This becomes Action #23 of 2020.

Cortlandville Fire District, Applicant/Reputed Owner – 99 NYS Route 13 – TM #96.09-02-05.000 – Conditional Permit – Proposed Equipment Storage Facility

Chair Newell recognized Kevin Whitney, representing the applicant who was seeking a Conditional Permit to construct a 28 ft. by 40 ft. non-sprinklered storage building to store straw, pallets, etc., as described in the narrative accompanying the application. The District needs more space, he said.

Member Hotchkin asked who paid for this, and Mr. Whitney responded that District funded it with the assistance of grants from Senator Seward and Assemblywoman Barbara Lipton. County also assists the District with payment of electric and gas bills.

A motion was then made by Member Renzi to approve the Conditional Permit for the proposed Equipment Storage Facility. The motion was seconded by Member Hotchkin, with the vote recorded as follows:

**Ayes: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke
Member Hotchkin**

Nays: None

Motion carried.

This becomes Action #24 of 2020.

Lime Hollow Nature Center, Applicant/Reputed Owner – 332 McLean Road – TM #105.00-01-08.200 – Conditional Permit for Proposed Picnic Pavilion

Chair Newell recognized Glen Reisweber, representing the applicant who was seeking a Conditional Permit to construct a picnic pavilion, 32 ft. by 45 ft., near their Visitor's Center where there is already a concrete pad which will be increased in size to accommodate this structure. No sides, just an open-air pavilion as shown on the sketch accompanying the application. Member Hotchkin asked about onsite traffic pattern, and Mr. Reisweber answered her questions.

With no further discussion, a motion was made by Member Renzi to approve the Conditional Permit for the proposed picnic pavilion, as requested. The motion was seconded by Member Hotchkin, with the vote recorded as follows:

**Ayes: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke
Member Hotchkin**

Nays: None

Motion carried.

This becomes Action #25 of 2020.

Jim Reeners, Applicant/Church of the Redeemer, Reputed Owner – 229 & 1176 Tompkins Street – TM #s 96.06-01-15.210 & 96.31-01-11.000 – Conditional Permit for Proposed Residential Housing Development

Chair Newell recognized the applicant and his son, Michael, who were seeking approval to develop the subject parcels to accommodate five six-unit residential units and one commercial building. He explained that the project would actually occupy about 5.68 acres in the Town and about a half acre in the City of Cortland. They are not interested in a commercial development, and would like it to be an over-55 facility. A variance would be required to allow parking spaces and the square footage of commercial space to be less than allowed, which he explained. The proposed commercial building would house their own office for the project and their other facilities, a maintenance facility, and perhaps an amenity for the development.

In response to Chairman Newell's question, Mr. Reeners responded that all five units would not be constructed at once; they would start with one six-unit building, called Phase One. Each rental unit is like a "small home," having their own garage and entrances. Rent includes everything, gas, electric, sewer, water, trash removal, and maintenance. If the demand is there, then they would put together "a bigger plan."

The Board discussed procedures/public hearing. PZO Weber affirmed that SEQR would be done at this meeting, then go to the ZBA at their next meeting to act on the two variance requests, and then come back before this Board at the end of the month.

Member Hotchkin asked Mr. Reeners if he had considered a "community building." Jim responded that there were some stumbling blocks to do so, but it's still under consideration. Member Hotchkin also expressed her concern with the proposed traffic patterns.

Proposed parking space size was discussed, with the applicant seeking a variance for 9 ft. by 16 ft. spaces instead of the required 10 ft. by 20 ft. spaces. Cars today are smaller, the applicant said. Since there is driveway parking (14 ft. wide), he did not see the need for larger spaces.

Chairman Newell then read aloud Part II of the Full Environmental Assessment Form. Negative responses were obtained to all questions in Part II. Therefore, it was determined by the Planning Board, **on a motion made by Member Hotchkin, that the action, based on the information submitted, would 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: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke
Member Hotchkin**

Nays: None

Motion carried.

This becomes Action #26 of 2020.

With no further discussion, **a motion was made by Member Laird Updyke to set a Public Hearing for the proposed Residential Housing Development for 30 June 2020 at 7:30 p.m. The motion was seconded by Member Renzi, with the vote recorded as follows:**

Ayes:	Chairman Newell	Nays:	None
	Member Renzi		
	Member Parvizi		
	Member Updyke		
	Member Hotchkin		

Motion carried.

This becomes Action #27 of 2020.

Source Renewables, Applicant/Gunzenhauser Real Estate, Reputed Owner – Locust Avenue – TM #76.20-01-08.000 – Conditional Permit for Proposed Solar Energy System

Chair Newell recognized Drazen Grasic and Andrew Day, representing the applicant who was seeking a Conditional Permit and Aquifer Protection District Permit to construct one 4 MWAC solar array on 20.9 acres of this 24-acre property. The plans, Mr. Grasic stated, will be completed this week, and he briefly described what was proposed, also as set forth in the narrative accompanying the application. The Cortland County Planning Department has reviewed the project and provided their comments. They are requesting that the Town Planning Board consider allowing the County IDA to act as Lead Agency under SEQRA, with the Town being an involved agency.

Town Attorney John DelVecchio commented that since the proposed project is both within the Town and the City of Cortland, if the Board was to act on SEQRA and, later, the City conducted their own SEQRA analysis, there could be a segmentation challenge with respect to SEQRA. Therefore, to eliminate the possibility of that legal challenge, what's been suggested by the applicant is that the IDA act as Lead Agency with respect to SEQRA. Attorney DelVecchio stated that he had spoken with the IDA's attorney who said that the IDA is willing to act as Lead Agency on this project. The City Attorney also said that the City will also consent to the IDA being Lead Agency. There should be some sort of coordination in this regard, he advised the Board.

In response to Member Hotchkin's question, Mr. Grasic explained ingress/egress to the site.

At the conclusion of the discussion, **a motion was made by Member Parvizi that the Town of Cortlandville Planning Board agrees that the Industrial Development Agency (IDA) shall act as Lead Agency under SEQRA for the proposed Solar Energy System. The motion was seconded by Member Renzi, with the vote recorded as follows:**

Ayes:	Chairman Newell	Nays:	None
	Member Renzi		
	Member Parvizi		
	Member Updyke		
	Member Hotchkin		

Motion carried.

This becomes Action #28 of 2020.

Brendon J. Byrnes & Cassandra J. Byrnes, Applicants/Reputed Owners – Gallagher Road – TM #105.00-04-14.200 – Subdivision of Land

Chair Newell recognized Attorney Larry Knickerbocker, representing the applicants who were seeking approval to subdivide a 6±-acre parcel from this 15±-acre parcel, as shown on the annotated survey map accompanying the application. The subdivided parcel will have road frontage of about 300 feet.

With no further discussion, a motion was made by Member Updyke to approve the Subdivision of Land, as requested. The motion was seconded by Member Hotchkin, with the vote recorded as follows:

Ayes: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke
Member Hotchkin

Nays: None

Motion carried.

This becomes Action #29 of 2020.

William J. Thomas & Colleen F. Thomas, Applicants/Reputed Owners – 4355 Locust Avenue – TM #76.20-01-01.000 – Lot Line Adjustment

(It is noted that Board Member Ann Hotchkin recused herself from this matter.)

With no one present to represent the applicants/owners, and having reviewed the application, narrative, and annotated sketch, a motion was made by Member Updyke to approve the Lot Line Adjustment, as requested. The motion was seconded by Member Parvizi, with the vote recorded as follows:

Ayes: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke

Nays: None

Recused: Member Hotchkin

Motion carried.

This becomes Action #30 of 2020.

Caliber Commercial Brokerage – Request for Sketch Plan Review of Proposed wellNOW Urgent Care Clinic – NYS Route 222 – TM #86.13-01-58.100

Board members discussed the traffic pattern onsite and the parking spaces. Landscaping was also questioned.

With no one present to represent the applicant, and no further discussion, a motion was made by Member Renzi to postpone any action on this matter until the 30 June 2020 meeting of the Cortlandville Planning Board to allow a representative to be present. The motion was seconded by Member Parvizi, with the vote recorded as follows:

Ayes: Chairman Newell
Member Renzi
Member Parvizi
Member Updyke
Member Hotchkin

Nays: None

Motion carried.

This becomes Action #31 of 2020.

ADJOURNMENT

At 8:30 p.m., a motion to adjourn the meeting was made by Member Hotchkin, seconded by Member Parvizi, with all members present voting in the affirmative.


Joan E. Fitch, Board Secretary

Draft e-mailed to Town Clerk & AR, JD, PB Members,
DD, BW, KM & DC on 7/1/20.
Approved 8/4/20.