

**CORTLANDVILLE TOWN BOARD
AGENDA
JULY 11, 2018 - 5:00 P.M.
(J.M. McDonald Center)**

Pledge Allegiance to the Flag

PUBLIC HEARING:

***1.) Local Law – Revise Zoning Code to permit
and regulate Solar Energy Systems(Tabled
from May 16, 2018 Town Board Meeting)***

- a.) Open the Public Hearing
 - b.) Town Clerk to read Legal Notice
 - c.) Privilege of the Floor
 - d.) Close the Public Hearing
-

A. CALL THE MEETING TO ORDER

B. APPROVE MINUTES

B-1 Town Board Minutes of June 6, 2018

B-2 Town Board Minutes of June 20, 2018

B-3 Receive & file the Cortlandville Zoning Board of Appeals Minutes of June 26, 2018

C. PURCHASE ORDERS

C-1 P.O. #1390, CNY Farm Supply, for the Highway Superintendent to purchase a Massey Roadside Mower in the amount of \$16,984.03

D. AUTHORIZATION TO PAY THE BILLS

E. PRIVILEGE OF THE FLOOR

F. REPORTS

F-1 Receive & file the Code Enforcement/Building Department Monthly Report of June 2018 submitted by Kevin McMahon, CEO

F-2 Receive & file the Cash Receipts Report of the Fire & Safety Inspections & Complaints Monthly Report of June 2018 submitted by Desiree' Campbell, CEO

F-3 Receive & file the SPCA Cortlandville – McGraw Monthly Report of June 2018

F-4 Receive & file the Supervisor's Monthly Report of June 2018

F-5 Accept the Town Clerk's Monthly Report of June 2018

F-6 Accept the Tax Collectors Summary for January 1 – July 5, 2018

G. COMMUNICATIONS

G-1 Receive & file the correspondence dated June 28 & 29, 2018 from Charter Communications regarding programming

H. OLD BUSINESS

H-1 Approve the Cortlandville Fire Department Aquifer Protection Permit - Part #3 SEQRA

H-2 Local Law – Amendment to Zoning Code to permit & regulate Solar Energy Systems

H-3 Local Law – Amendment to Zoning Code – Emmanuel Pothos

I. NEW BUSINESS

I-1 Town Clerk

I-2 Town Attorney

I-3 CDBG # 287HR326-16 Town-wide Housing Rehabilitation Grant Program & CDBG # 287SB902-18 Royal Nissan of Cortland, Inc:

a.) Acknowledge submission of Status Report 1/1/2018 – 6/30/2018 for both Town-wide Housing Rehabilitation Grant Program & Royal Nissan of Cortland. Also the second Quarter Report 2018 for the Town-wide Housing CDBG Grant Program dated July 6, 2018

b.) Authorization to pay the following vouchers for the Town-wide Housing Rehabilitation Grant Program CDBG# 287HR326-16 (**Originals in Supervisor's packet to be signed & initialed by Town Board**)

1.) Voucher # 48, Empire Construction of CNY, LLC, \$15,750.00

2.) Voucher # 49, Reome Electric & General Contracting, \$4,500.00

3.) Voucher # 50, Thoma Development Consultants, \$6,300.00

I-4 Receive & file the Cortland County Planning Department review & recommendations dated June 15, 2018 and Cortland County Planning Board Resolution # 18-18 regarding the Town's Zoning Text Amendment on Solar Energy Systems

I-5 Authorize the Supervisor to sign the Agreement with The Zoghlin Group, PLLC regarding SEQRA review process for matters involving the Town

- I-6 Receive & file the correspondence dated June 28, 2018 from Sharon Stevens regarding filming the Board meeting for the Town
- I-7 Resolution to use uncommitted CDBG Program Income to purchase Playground Equipment that meets ADA requirements for Gutches Lumber Sports Complex as authorized by NYS Homes & Community Renewal dated July 5, 2018
- I-8 Authorize salary and benefits for Amanda Rainbow as a newly appointed Deputy Town Clerk effective July 16, 2018
- I-9 Resolution Accepting inclusion in the Tioughnioga River Local Waterfront Revitalization Program Plan Update
- I-10 Authorize the Highway Superintendent, Glenn Bassett to hire Damian Walker as full-time Buildings and Grounds Laborer effective July 22, 2018. He is currently part-time summer help

J. ADJOURN

Town of Cortlandville

3577 Terrace Road
Cortland, New York 13045

C-1

Purchase Order

DATE: 6/20/18

H 1390

VENDOR: CWY Farm Supply
3805 Route 11
Cortland, NY 13045

SHIP TO: _____

DATE REQUIRED		TERMS	TAX EXEMPT NO. 15-6000913		
QUANTITY	QTY. RECEIVED	STOCK NO. / DESCRIPTION		UNIT PRICE	TOTAL
1		Massey Roadside mower (#36)			\$11,098.03
		Engine Repair			

Phone: 607- 750-8241 AUTHORIZED BY: Rudyard C. Tupper

ORIGINAL - WHITE

DUPLICATE - CANARY

RECEIVING - PINK

7-1

**Town of Cortlandville
Code Enforcement / Building Dept**

Kevin J. McMahon
NYS Code Certified

Phone 607-756-7490
Cell 607-745-0004

**Monthly Activity Report
Jun-18**

	<u>Current Month</u>	<u>Year to Date</u>
Building Permits Issues	25	61
Building Permit Renewals	1	6
Expired Building Permit Notices		6
Building Permit Inquiries	14	24
Demo Permit Issues		4
Certificates of Occupancy Issued	3	19
Certificates of Compliance Issued	1	11
Temporary C of O Issued		1
Plan Reviews for permits	29	155
Complaints/ Notice of Violations	1	6
Stop Work Order Issued	2	3
Closed out Permits		2
Totals from above	76	298

Inspections:		
Site visit-Property/inspections	37	237
Foundations/Footers/Post Holes	22	78
Framing / Structural/demo insp.	30	139
Mechanical inspections	5	32
Insulation inspection	4	16
Final, pre-final Inspection	9	46
Chimney / wood burning devices		
Swimming Pool inspections	1	1
911 Fire- Safety calls/inspections	2	5
TOTAL INSPECTIONS	110	554
Training Classes (24 hrs req min)	6	18

Town of Cortlandville Permit Monthly Report

From :

June 01, 2018

To :

June 30, 2018

<u>Document #</u> <u>Description of Work</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Document Type</u>	<u>Property Location</u> <u>SBL</u>	<u>Valuation</u>	<u>Amount</u>
June						
17-040	6/4/2018	Benjamin Slamp	Alterations-Residential	4379 Route 281	\$0.00	\$50.00
<i>Permit renewal for interior remodel at vacated sgl family</i>						
18-049	6/4/2018	Paul & Maureen Hess	New Construction-Res	76.14-01-58.000	\$250,000.00	\$920.00
<i>new 3 bdrm, 2.5 bath home</i>						
18-050	6/6/2018	William Andrews	New Construction-Res	75.00-01-24.200	\$18,000.00	\$76.00
<i>22 x 46 x 14 pre-engineered metal garage on slab</i>						
18-051	6/7/2018	Daniel Carpenter	Swimming Pools	3024 Route 215	\$150.00	\$40.00
<i>16 x 4' above ground pool kit w removable ladder and alarm by owner</i>						
18-052	6/11/2018	John Dempsey	Alterations-Residential	1212 Starr Rd	\$14,000.00	\$68.00
<i>tear off and reroof of house and carport</i>						
18-053	6/12/2018	Marc Hughston	Swimming Pools	96.10-01-20.100	\$4,200.00	\$50.00
<i>24' Tarson above ground pool w alarm and ladder</i>						
18-054	6/12/2018	Omorpha Ink	Alterations-Commercial	76.14-01-29.000	\$2,000.00	\$44.00
<i>Interior partitions for tadoo booths at 3929 W Road Plaza</i>						
18-055	6/12/2018	Kelly Comtois	Swimming Pools	3917 Route 281	\$21,000.00	\$82.00
<i>16x28 inground pool by Canon</i>						
18-056	6/18/2018	Cortland MHP Associates	Decks	86.13-01-45.210	\$1,000.00	\$40.00
<i>12 x 8 detached floating deck by Kim Lane at 23 Penguin Drive</i>						
18-057	6/18/2018	Cortland MHP Associates	Decks	95.11-01-49.000	\$1,000.00	\$40.00
<i>12 x 8 floating detached deck by Kim Lane at 70 Penguin Drive</i>						
18-058	6/18/2018	Cortland MHP Associates	Decks	96.09-04-10.000	\$1,000.00	\$40.00
<i>12 x 8 detached floating deck by Kim Lane at 153 Penguin Dr.</i>						
18-059	6/18/2018	Cortland MHP Associates	Decks	96.09-04-10.000	\$1,000.00	\$40.00
<i>12 x 8 detached floating deck by Kim Lane at 16 Penguin Drive</i>						
18-060	6/18/2018	Dan and Christine Horn	New Construction-Res	96.09-04-10.000	\$1,000.00	\$40.00
<i>30 x 60 stick framed, detached garage/storage on mono slab w attic trusses by owner</i>						
18-061	6/19/2018	Luke Burhans	Additions-Commercial	922 Blue Creek Rd	\$65,000.00	\$170.00
<i>12x40 lean to addition on a slab by owner</i>						
18-062	6/19/2018	Dan Conway	Swimming Pools	85.00-08-16.200	\$10,000.00	\$60.00
<i>21' above ground pool by Canon w removable ladder and alarm</i>						

<u>Document #</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Document Type</u>	<u>Property Location</u>	<u>Valuation</u>	<u>Amount</u>
18-063	6/20/2018	Ronnie Ganoung 27' above ground pool w detachable ladder and alarm by Backyard Liesure Pools	Swimming Pools	<u>SBL</u> 3648 Fairview Dr 95.12-01-33.000	\$5,340.00	\$50.00
18-065	6/22/2018	American Tower Co. Sprint cell tower replacement 4 antennae and relocation of 2 by Mastec	Alterations-Commercial	3402 Route 11 98.00-01-55.000	\$20,000.00	\$80.00
18-066	6/25/2018	Erik & Annika Huber 4 bdrm 3.5 bth 3400 sf two story on walkout precast. bsmnt and 2 car attached garage by William McDermott	New Construction-Res	Sunny Field Dr 85.11-02-10.000	\$245,000.00	\$1,140.00
18-067	6/25/2018	Gary Oltz 20x24x8 prebuilt two car garage on monolithic slab by Amish Structures	New Construction-Res	3763 Katie Ln 95.06-01-31.000	\$26,780.00	\$92.00
18-068	6/26/2018	281 Groton Corp reroof of H&R Block store by Crown Construction	Alterations-Commercial	Rent-A-Center, H&R Block, G 86.13-01-55.121	\$23,535.00	\$363.00
18-069	6/27/2018	John Brewer house reroofing approx 25 square tear off	Alterations-Residential	4420 Route 41 88.00-01-58.000	\$8,000.00	\$56.00
18-070	6/27/2018	Prop Inc 32 x 72 x 16 open bay pole barn truck storage by Bestway	New Construction-Comm.	Luker Rd 86.17-01-01.000	\$10,000.00	\$230.00
18-071	6/28/2018	Richard and Mary Borra 35x52x12 pole garage w lean to for 2855 Ridge Rd McGraw by Stiles Contracting	New Construction-Res	2855 Ridge Rd 98.00-06-01.000	\$20,000.00	\$80.00
18-072	6/28/2018	Cortland County SPCA 12 x 32 x 8 covered dog run by Tim's Handyman Service	Additions-Commercial	SPCA 879 McLean Rd 95.12-01-06.100	\$42.00	\$42.00
18-073	6/29/2018	James MacGregor 28 x 16 inground by Canon w fence attached to deck	Swimming Pools	1425 E River Rd 87.09-01-02.000	\$25,000.00	\$65.00
				June	\$777,047.00	\$3,968.00
				Reporting Period Total:	\$777,047.00	\$3,968.00
				Year-to-Date :	\$5,667,201.00	\$26,970.80

Town of Cortlandville
Code Enforcement Office/ Building Dept.
Daily Report for June 2018

Date:		miles
6/1/2018	0617-start time / 0730-packed up at desk w plan files, ckd emails and calls / worked fr home on plan reviews and Code research / site visits -Rte 281, Davinci Dr, Raphael Dr- foundation inspection, framing inspection -quit time 0745 / start 1000 / calls w bldr-Bellcrest Dr updates / returned call to HR / 4540 Sweeney Rd- plan reviews , window research-new home plans-mtg scheduled for Monday office visit for permit / emails, correspondence w retailer at West Road Plaza-remodel questions and plan reviews / emails-WoodsEdge new home permit packet for items missing / Code research and plan reviews -3903 Rte 281-correspondence w GC for missing info / 1068 Blue Creek Rd- plan review and Code research-new home-emailed GC for items needed on permit app / quit time 1715 (7.8 total hrs)/	6.3
6/4/2018	start 0615 / framing inspection -4297 Partridge Hill -garage sidewalls shtd, roofing paper in place / office visit and issued bldgprmt -4540 Sweeney Rd- pd \$920 -new home / daily log, time sheets, mileage and month end reports / 920 Blue Creek Rd-emailed owner after plan review -proposed stairs not Code compliant / Luker Rd- framing inspection -roofing complete, underslab inspection / 4379 Rte 281- issued permit renewal -office visit- pd \$50 -remodel by owner / 3981 Woodside Dr- prefinal inspection -deck / Tower Rd- office visit and issued bldgprmtpkt -need to research mobile homes / 1113 lft office (5.0hrs)/	6.9
6/5/2018	start 1309/ 805 Lime Hollow plumbing inspection -roof drain installations, preslab inspection / 1098 Rte 222- framing inspection, insulation inspection - firewall installation -not doing the deli / 4537 Locust Ave- foundation inspection -garage mono slab in place, no framing yet / Davinci Dr, Raphael Dr, Blue Creek Rd- site visits / 4446 Raphael Dr- preslab inspection, footer inspection /	
6/5/2018	prefinal inspection -4433 Cosmos Hill Rd-porch duplex covers needed / 4297 Partridge Hill- framing inspection -housewrap installation and interior girts / 1516 back to office / 920 Bennie Rd- office visit and picked up bldgprmtpkt for above ground pool installation / took msgs for 2 Complaint calls-put them on Des's desk / returned call for Dougs Fish Fry-ques on outdoor patio-sent to Bruce for follow up / returned call to bldr for SPCA-dog shelter-needs PZO approval / 693 Lime Hollow Rd-printed out above ground pool kit info for permit packet / shut down 1621 (3.2 hrs)/	15.7
6/6/2018	start time 1320/ 3024 Rte 215 issued bldgprmt -prefab garage- pd \$76 -mailing to owner - framing inspection -rear wall started / office visit and plan review -14 Kingsley-porch roof-open permit / spoke w Verizon installer-emailed permit exempt info / lft office 1526 / quit time 1533(2.2hrs)/	5.4

6/7/2018	<p>start 1240 / Wellington Dr-framing inspection-Lot 2-shingle installation, rough in wiring / 693 Lime Hollow Rd-issued above ground pool permit-pd \$40-mailed to owner / 4458 Streeter Rd-emailed bldgprmtpkt-ATT tower renovations w new antennae proposed / 1098 Rte 222-did plan review for micro cell work proposed and emailed installer no permit required / Bennie Rd, Gallagher Rd, Rte 13 site visits / 1157 Gallagher Rd-site visit-pool installation by owner / 850 LimeHollow Rd-preslab inspection-plans for floor placement next Monday / 1331 back to office -email responses-deck ques, cell tower review responses / 721 Bowling Green -email response to owner after plan review-needing more info for inground pool installation / lft office 1652 / framing inspection-4297 Partridge Hill-siding strapping in place, window installations, interior wall girls-framing inspection / issued bldgprmt #18-051-693 Lime Hollow Rd-above ground pool-pd \$40 / quit time 1705(4.6hrs)/</p>	11.8
6/8/2018	<p>file 117 /start time 0622- daily log, mileage, month end reports / lft 0739-return 0815-met w Bruce-Dougs fish fry pavers, dblwide questions for Tower Rd, Davinci Dr parcel and Cvl storm ponds / lft office 0836 - return 1012-office visit w buyer for Davinci parcel-discussed w PZO for any easement or ROW issues per township / office visit w HR-job finalizing details w Code Office / lunch - 1214-1300 / back to daily log, time sheet and mileage sheet /</p>	
6/8/2018	<p>completed May mileage report and turned in / 1513 lft office for site visit-W Road Plaza-interior framing inspection-need to complete the CE200 and bldgprmtpkt / turned in May mileage report / 1545 back to office / spoke w GC 3903 Rte 281-needing more specs for permit at Royal Nissan project / issued bldgprmtpkt-above ground pool for resident / 920 Blue Creek Rd-office visit and plan review-completed bldgprmtpkt-new garage / quit time 1721 (7.9 total hrs) /</p>	
6/11/2018	<p>start time 0620 / foundation inspection 4446 Raphael Dr-floor poured in bsmt, garage footers poured for blx / foundation inspection-4428 Raphael Dr-deck footings and sidewalk w structural post / 850 Lime Hollow Rd-preslab inspection-AMM met w site super-placing clean room floor today / met w Water and Sewer Spr-water line seepage at AMM to deal w prior to floor placement /completed May month end reports and turned in / 1212 Starr Rd-issued bldgprmt-roof tearoff-pd \$68 / office visit fr bldr-Katie Lane ques on set backs for corner lot / office visit w bldr-plan review for decks-picked up four bldgprmtpkts / 1601 Lighthouse Hill Rd-final inspection-need final electrical to issue CofO-sent msg to elec insp / 4537 Locust Ave-site visit-no framing yet for garage / quit time 1133 (5.2 hrs)/</p>	11.9
6/11/2018	<p>start 2100-fire call fr 911-Dunkin Donuts-wall fire, exterior wall damage not exposed to outside-CCHD-said shut down until cleanup of fire damage in restroom complete-F&S call and site visit -need to contact Health Dept tomorrow/ quit time 1001 (1.0 hrs) /</p>	10.9

6/12/2018	start time 0618 / site visit-850 Lime Hollow Rd-foundation inspection-first half of floor poured-clean room area / quit time 0659 (.7 hrs) / start 1343-Blue Creek Rd-4297 Partridge Hill Rd-framing inspection, insulation inspection, underslab drain inspection -not allowing insulation board on site not meant lft msg w bldr / Luker Rd-mini storage-framing inspection-siding half done w roof complete / McLean Rd, Stupke Rd, Lime Hollow Rd- site visits / 850 Lime Hollow Rd-slab inspection, framing plan review w spr, plumbing inspection w gas piping w plumbers /	6.1
6/12/2018	site visit-Dunkin Donuts -met w mgr-restroom still out of commission-repair crew due in later tonight / 1451 back to office / issued bldgprmt #18-054-3917 West Road Plaza-pd \$44 / issued bldgprmt #18-053 above ground pool-1282 Bell Dr-pd \$50 / issued bldgprmt #18-055 -inground pool-721 Bowling Green-pd \$82 / lft vm w Woods Edge developer-need bal due on permit fee / quit time 1812 (5.2 total hrs)/	7.6
6/13/2018	lft shop 0700 / Big Flats Training today- 6 CEU's / 127 mile round trip for training / framing inspection-4297 Partridge Hill Rd-clg liner installation, soffits and fascias complete / 4433 Cosmos Hill Rd-final inspection-finish grading started-need to issue CofO / quit time 1649 (9.7 hrs) /	5
6/14/2018	start 0615/ foundation inspection-4446 Raphael Dr-framing inspection w sill plates and joists / 850 Lime Hollow Rd-foundation inspections-preslab and post slab for AMM / Lime Hollow Rd, McLean Rd, Gracie Rd-site visits / 911 text fr last night-tree on house-did site visit / site visit w Dunkin Donuts-follow up to 911 call for fire-spoke w mgr-wall patched, waiting on trash receptacle / 0806 lft office w follow up letter -2nd site visit- 3269 Gracie Rd w bldgprmtpkt and contact info for tree damage-no one home, lft it in doorway/ above ground pool inspection-Lime Hollow Rd-need to ck on hght vs requirements / quit time 0840 (2.4 hrs) /	15.4
6/18/2018	0600 start time-framing inspection-4446 Raphael Dr-floor joist system almost complete / no sign of 0615 appt for permit-called (forgot) rescheduled for site visit / 1054 Rte 13-CMHP- issued four deck permits-pd total \$160-framing and final inspection-14 Kingsley Ave- site visits- plan reviews for placement / 922 Blue Creek Rd-issued bldgprmt-new garage-pd \$170-mailing to owner / returned call-Pendleton St Ext-two lots vacant-combining-ques on bldgprmt vs lot size vs CCHD regs / returned email to Bestway-missing info on new storage barn / 850 Lime Hollow Rd-foundation inspection-placing remaining slabs / 4935 Locust Ave-framing inspection-needs web ties, btm cord bracing, anchor bolts -garage-met w owner / quit time 1111 (5.2 hrs) /	11.6
6/19/2018	1418 start time / Clute Rd, Rte 11- site visits / preslab inspection, issued bldgprmtpkt-3827 Rte 11-picked up plans and ck to process permit -addition on shop-issued bldgprmt# 18-061-pd \$60 / spoke w GC for Pendleton St Ext proposed new home vs engineering needed / 1456 back to office / returned call to bldr-reroofing req vs permits on commercial / office visit, plan review, issued bldgprmt-above ground pool-920 Bennie Rd-pd \$50 / 1649 lft office for Fire and Safety review and site visit-ques on installing interior fencing and gates-met w mgr at Sports Complex-found exit lighting to change-need to research for closing off egress points and return call (7k sf in gym and 8k sf in gymnastic area) / 1730 quit time (3.2 hrs) /	11.2

6/20/2018	0642 start time- foundation inspection -garage frost walls- framing inspection -starting walls ,met w site spr-4446 Raphael Dr / insulation inspection, framing inspection -4297 Raphael Dr-pole barn-wall insulation and girts in place / site visit -corner of Fairview and 222-Thoma project-siding and window installation started- framing inspection / 3269 Gracie Rd- site visit -tree removal complete-no word fr owner yet / quit time 0718 /	8
6/20/2018	1305 start-McLean Rd, Highland Rd, Sweeney Rd- site visits / site visit and foundation inspection -Woods Edge-no permit issued yet-sent email for Stop Work Order -no prior foundation inspections and Superior walls being set plus bal of permit fee due / need to ck status of sewer and water hookups w S&W Spr for Woods Edge / site visit w contractor digging for Superior walls-Sweeney Rd-frost depth ques vs solid rock vs precast / 4297 Partridge Hill Rd-preslab insulation inspection and vapor barrier, underslab plumbing inspection -restroom in garage / 1419 back to office / 3648 Fairview Dr- issued pool permit-pd \$50 -mailed to owner / returned call to PE-need to send punchlist for Royal remodel / returned Complaint call for junk cars w garbage inside them-crrn Clute and W River-put on Des's desk / lft office 1513- site visits -Starr Rd, Saunders Rd, Pendleton St Ext / framing inspection -2785 Hoxie Gorge Rd-addition on slab / quit time 1536 (3.1 total hrs)/	19.7
6/21/2018	1315 start-Rte 13 site visits -and office visit w updates and emails-lft office 1358 for site visit to TwnHiway project-sent text to bldr-no post holes per inspection request earlier / Pendleton St, Rte 11- site visits / lft msg w bldr for second floor addition questions / lft msg w owner for site visit -did final inspection -4935 Locust Ave-garage-need to issue CofO upon completion of firewall / quit time 1456 (1.7 hrs)/	12.4
6/22/2018	0602 start-4446 Raphael Dr- framing inspection -exterior walls stood except for broken precast panel area / office visit w S&W Super-Woods Edge updates and changes-more site plan review and emailed developer, S&W, and PE for plan changes from newly proposed vs approved hookups / rec'd verbal okay fr PZO for SPCA addition-dog run- office visit fr bldr-no site plans, no WC ins., and no bldg plans -needs to reschedule for permit / office visit at CCSWCD for review on Storm Water permitting vs local law / mtg and office visit w bldr-BellCrest Dr-house plan review w stamped plans-needs to contact Twn Atty / 1212 Starr Rd- framing inspection -reroof / 0956 back to office /	11.3
6/22/2018	plan review 3402 Rte 11-cell tower modifications- issued bldgprmt-pd \$80 / Tower Rd-returned call to owner-floating slab details for new home / 1153 left office for site visits / 1304 start time-call fr owner-4297 Partridge Hill -ques on l joists vs loft storage area / 1601 Lighthouse Hill Rd- issued CofO -delivered to owner-duplex- site visit -lawn seeding install / framing inspection , visit w HVAC installer just starting- plan review - mechanical inspection -mini storage Luker Rd / 1346 back to office / 2527 Ridge Rd- office visit and plan review -new home-need truss plans and mods to foundation / returned call to bldr developer-scheduled for Monday am appt for bldgprmt / quit time 1721(10.1 total hrs) /	14.8
6/23/2018	returned calls, emails, updates to log and time sheets -start 1240-quit time 1611 (3.5 hrs)/	

6/25/2018	<p>0630 start at AMM-foundation inspection, framing inspection, mechanical inspection -running interior ductwork-need to ck on stud fastening light guage walls / lot #19-Poplar Ridge-issued bldgprmt-lft in mailbox-pd \$1140 -new home / issued bldgprmt-3673 Katie Lane-garage-office visit and plan review, site plan review-bldr pd \$92 / lft office 1022 / post hole inspection-4765 Rte 11-Twn Hiway garage / Saunders Rd, Pendleton St Ext, Rte 11 site visits / Ridge Rd-new home-returned call to supplier-truss plans need stamps / 4297 Partridge Hill-foundation floor inspection, insulation inspection-garage / Sweeney Rd-site visit-new home-excavation prep done for precast bsmnt delivery / Blue Creek Rd, Sweeney Rd, Bond Rd, Hatfield Rd-site visits / quit time 1129(5hrs)/</p>	19.3
6/26/2018	<p>start 0700-framing inspection-4446 Raphael Dr-exterior walls installation / office visit-2855 Ridge Rd, zoning vs garage ahead of house / 4540 Sweeney Rd-office visit w bldr-preslab inspection request / office visit 19 Woodsedge preslab inspection request / Zoning review for Ag District and Res District for principal bldgs vs conditional permits or site plan approval-discussion w TwnAtty for building garages ahead of houses-related to Bellcrest Dr and proposed Ridge Rd. projects / call fr CMHP owner of trailer that burned-ques on demo contractors / lft office 1133 / 70 Kingsley Rd-framing inspection-deck / Starr Rd, Page Green Rd, Blodgett Mills Rd, W River Rd-site visits / quit 1200(5 hrs)/</p>	10.9
6/26/2018	<p>1342 start time-site visit-1795 Tower Rd, pad area and drive ready-missing dwg plans for permit / Ely Rd, Bennie Rd, Walden Pond Lane-site visits / lot #2 Wellington Dr-framing inspection, roof complete, no activity / final inspection-955 Bennie Rd-above ground pool, needing the final electrical cert / 908 Rte 13-site visit and final inspection-first demo permit for Aldi-building gone, cleanup taking place-issued CoFC / 1413 back to office / 1106 Rte 222-issued bldgprmt-reroof commercial-pd \$363 / Code research for fire separations-Royal Auto-plan review-emailed PE and NYS DOS for input / 1728 quit time(8.8 total hrs)/</p>	5.6
6/27/2018	<p>start 0630-site visit 4540 Sweeney Rd-prefoundation inspection-precast / 4297 Partridge Hill-framing inspection-interior wall panels complete/ Luker Rd-self storage-framing inspection, HVAC inspection-insul duct placement, interior clg complete / 0706 stopped at office / 3877 Luker Rd-Bestway-plan review for truck parking open sided barn-office visit-issued bldgprmt pd \$230 / issued Cofo-4433 Cosmos Hill Rd-emailed to bldr-need to mail to owner / 3903 West Road Royal Auto rehab-Code research and plan reviews-spoke w NYS DOS-fire separation details-emailed site super and PE / 4420 Rte 41-office visit and plan review-issued bldgprmt-reroof-pd \$56 / 1068 Blue Creek Rd-plan review-emailed site super and designer-items missing for permit approval / returned call 839 Bennie Rd-change out RTU-no permit needed / 1259 left office / 70 Kingsley Ave-prefinal inspection-risers need closing-need to call bldr-deck, landing / 693 Lime Hollow Rd-final inspection-above ground pool kit install -need to ck w final electrical / site visits-Kinney Lane, Delaware Ave, Louise Ave / 908 Rte 13-site visit-demo and cleanup almost complete-breaking up concrete floor-removal old Aldi's store / 1339 quit time(7.1 hrs)/</p>	14.8

6/28/2018	<p>start 0632-Hatfield Rd, McCloy Rd, Hoy Rd-site visits / Lot 19 Woods Edge-foundation inspection-need to ck on walkout design-precaster walls, drainage in place / McLean Rd, Stupke Rd, Lime Hollow Rd-site visits / 850 Lime Hollow Rd-framing inspection, interior walls-mechanical inspections-HVAC and plmbg / daily log, time sheet, mileage catchup / spoke w CvIFChief-11&5 Lorraine Dr-electrical issues-911 fire call-cut power-returned call fr FChief-spoke w park maintenance / issued bldgprmt 2855 Ridge Rd-pole garage-pd \$80-mailed to bldr / call fr bldr-Cosmos Hill Rd-new home-ques on permit vs complete plans / office visit and plan review-SPCA dog run-issued bldgprmt-pd \$42 / office visit and permit questions for small garage on Blue Creek Rd / 1303 lft office-framing inspection, fire wall inspection, plumbing plan review-Rex's -1098 Rte 222 / office visit and plan reviews for McLean Rd, Clute Rd-art gallery questions / quit time 1305-start time 1325 / 1415 back to office / 1416 E River Rd-issued Stop Work Order-structure without a permit -mailed regular and certified / 2527 Ridge Rd-truss and house plan review / quit time 1617 (9.4 total hrs)/</p>	12.4
6/29/2018	<p>start 0705 at office / emails, msgs / lft for footer post hole inspection at 0728-2855 Ridge Rd / office visit and plan reviews for: 4633 McGraw Rd N-issued bldgprmtpkt, 1068 Blue Creek Rd, 3903 Rte 281- issued bldgprmtpkt / 1425 E River Rd-office visit and plan review-issued pool permit-pd \$65 / Starr Rd, Pendleton St Ext, Blodgett Mills Rd-site visits / Rte 11, South Hill Rd, Ridge Rd-site visits / E River Rd, Rte 13 site visits / 70 Kingsley Ave-final inspection-deck-issued CofC / Bellcrest Drive-call fr owner-issues w Zoning and updates / lft office 1314(6.1 hrs)/</p>	19.4
Total mileage for June		274.4

Submitted By: Kevin J. McMahon

Town of Cortlandville CO & CC Issued

1-Jun to June 30, 2018

Additions-Residential		Permit #	SBL	Completion Type	Applicant	Location	Issue Date
		18-028	76.13-01-02.100	Certificate of Occupancy	Bell Construction LLC	4433 Cosmos Hill Rd	6/27/2018
Additions-Residential # of CC/CO :Issued :							<u>1</u>
Decks		Permit #	SBL	Completion Type	Applicant	Location	Issue Date
		18-057	96.09-04-10.000	Certificate of Occupancy	Kim Lane	Cortland Estates 1054 Route 13	6/29/2018
Decks # of CC/CO :Issued :							<u>1</u>
Demolition		Permit #	SBL	Completion Type	Applicant	Location	Issue Date
		D17-05	95.16-02-45.000	Certificate of Compliance	National Contractors LLC	Aldi 908 Route 13	6/26/2018
Demolition # of CC/CO :Issued :							<u>1</u>
New Construction-Res		Permit #	SBL	Completion Type	Applicant	Location	Issue Date
		17-067	76.00-03-09.200	Certificate of Occupancy	Michael & Andrea Stevens	1601 Lighthouse Hill Rd	6/22/2018
New Construction-Res # of CC/CO :Issued :							<u>1</u>
Signs		Permit #	SBL	Completion Type	Applicant	Location	Issue Date
		18-007	86.17-01-11.100	Certificate of Compliance	Dan King	3861 Route 281	6/28/2018
Signs # of CC/CO :Issued :							<u>1</u>
Grand Total:							<u><u>5</u></u>

Permit Status Report

June 01, 2016 - June 30, 2018

For Permit Type : All

Permit #	Applicant	Parcel Location	SBL#	Permit Type	Issued	Status
Description of Work						
14-35	John Barden	927 Blue Creek Rd	76.00-04-01.0	Permit Renewal	2/13/2018	Open
<i>Permit renewal for original- dated 06/20/14 for 2300 sf ICF home built by owner</i>						
15-24	Brian Francis	1900 E River Rd	77.00-07-02.0	Permit Renewal	3/3/2018	Open
<i>Renewal permit for 15 x 25 family room addition/pt post foundation</i>						
15-79	Empire Construction of CNY LLC	4444 Locust Ave	77.00-02-04.1	Permit Renewal	2/7/2018	Open
<i>40 x 60 pole barn w office space</i>						
15-80	Glenn Anderson	4444 Locust Ave	77.00-02-04.1	Permit Renewal	10/4/2016	Open
<i>2400 sf home with walkout basement</i>						
15-85	Debra and Charles Tucker-Curley	989 Beechwood Ln	96.17-01-05.0	Permit Renewal	2/15/2017	Open
<i>RENEWAL OF ORIGINAL PERMIT #15-85 dated: 10/21/15 for a 3270 sf home on walkout bsmt</i>						
16-109	Bestway Enterprises Inc	3832 Luker Rd	86.17-02-01.1	New Construction-Comm.	12/5/2016	Open
<i>80 x 125 insulated steel framed vehicle maintenance shop w break room, office and bath</i>						
16-42	Tom and Robin Casterline	758 Bowling Green Rd	95.11-01-18.0	Swimming Pools	6/2/2016	Open
<i>18' round above ground pool by Canon</i>						
16-45	James Jacob	3381 Page Green Rd	96.00-10-08.0	Swimming Pools	6/7/2016	Open
<i>Royal fiberglass inground 13 x 30 pool</i>						
16-62	Byron Horak	1686 Lighthouse Hill Rd	77.09-01-03.0	Decks	7/19/2016	Open
<i>14 x 24 deck, 11 x 12 patio slab, 11 x 21 roof over patio slab</i>						
16-70	Sam Darbishire	1644 Lighthouse Hill Rd	77.00-05-14.0	Additons-Residential	8/1/2016	Open
<i>16 x 23 sunroom</i>						
16-87	Jesse Gale	4151 Carr Hill Rd	87.00-01-09.1	Alterations-Residential	9/8/2017	Open
<i>Permit renewal- interior remodel fire restoration</i>						
16-89	Dan and Christine Horn	922 Blue Creek Rd	85.00-08-16.2	New Construction-Res	9/12/2017	Open
<i>24 x 30 interior post frame house remodel + 26 x 18 garage w attic</i>						
16-92	Kirwin Gibbs	1199 Davinci Drive	76.00-02-13.1	Swimming Pools	9/28/2016	Open
<i>inground 16 x 40 pool and spa</i>						
17-001	Robert Jones	4401 Nichols Rd	78.00-01-31.0	New Construction-Res	1/23/2018	Open
<i>Renewal permit for 12 x 30 garage addition</i>						
17-003	Tieler and Megan Sweeney	3444 Pendleton St	97.00-05-03.0	Alterations-Residential	1/27/2017	Open
<i>remodel of kitchen and bath and new furnace by owner</i>						
17-004	Robert Jones	4401 Nichols Rd	78.00-01-31.0	Decks	2/7/2018	Open
<i>Renewal permit for 40' covered porch and 40' artic breezeway</i>						
17-022	Charles Symons	3850 Highland Rd	85.19-01-19.0	Alterations-Residential	5/9/2017	Open
<i>foundation renovations and repairs for garage</i>						
17-027	Complete Construction Concepts LLC	3833 Route 11	87.04-01-17.0	New Construction-Comm.	5/23/2017	Open

Permit #	Applicant	Parcel Location	SBL#	Permit Type	Issued	Status
17-089	Rex's Pasta Inc	Rex's Pasta Inc 1098 Route 222	86.13-01-55.2	Additions-Commercial	10/5/2017	Open
		<i>interior renovation of store space to restauraunt/deli-1800 sf addition</i>				
17-090	Tim Law	3865,3871 Route 11	87.00-04-04.0	New Construction-Comm.	10/5/2017	Open
		<i>60 x 198 x 14 utv cold storage post frame building on monolithic slab by CCC LLC</i>				
17-094	Clifton Land Co LLC	876 Route 13	95.16-02-78.1	Additions-Commercial	10/13/2017	Open
		<i>30 x 90 addition to existing car wash by owner</i>				
17-096	Prop, Inc.	Luker Rd	86.17-01-01.0	New Construction-Comm.	10/18/2017	Open
		<i>12000 sf storage building</i>				
17-098	Michael Grossi	3066 Page Green Rd	106.00-01-50.	New Construction-Res	10/20/2017	Open
		<i>48 x 100 x 16 pole barn</i>				
17-099	AT & T	1863 Ahrens Rd	97.00-01-36.1	Additions-Commercial	10/25/2017	Open
		<i>Modification to antenna (AT&T)</i>				
17-103	Ashley Partigianoni	4537 Locust Ave	76.00-03-14.0	Alterations-Residential	10/30/2017	Open
		<i>interior remodel of living space for attached two car garage w hndcp ramp</i>				
17-104	Ashley Partigianoni	4537 Locust Ave	76.00-03-14.0	New Construction-Res	10/30/2017	Open
		<i>26 x 26 x 8 detached two car garage on mono slab</i>				
17-108	Paul Alteri	3576 Parti Dr	96.10-01-33.0	Additons-Residential	11/14/2017	Open
		<i>28 wide x 8 deep gable front porch frame-no floor plus new roof</i>				
17-109	Gibbons Construction	3821 Buck Dr	87.00-04-08.0	Sheds	11/17/2017	Open
		<i>10 x 10 and 11 x 11 sheds built to cover heating systems No variance required.</i>				
17-110	Adam Mrozowski	3790 Clinton St	88.00-01-68.2	Decks	12/6/2017	Open
		<i>25 X 16 Roof over deck</i>				
17-113	Aimee Dorward	3082 Ridge Rd	99.00-01-13.2	Decks	12/29/2017	Open
		<i>10 x 6 deck w stairs and ramp-sono tubes below frost footings</i>				
17-114	Bobbie Fox	1608 Oakcrest St	96.36-01-10.0	Additons-Residential	12/29/2017	Open
		<i>6 x 12 kitchen addition on shallow footings</i>				
18-003	MAB Roofing and Siding	1159 Gallagher Rd	106.00-09-11.	Alterations-Residential	1/22/2018	Open
		<i>reroofing portion of house with metal and addition of 4x4 detached platform landing by MAB Roofing and Siding</i>				
18-006	Cortland Asphalt Products Co	1902 Loring Xing	77.00-01-22.0	Permit Renewal	1/26/2018	Open
		<i>Replacement permit for 17-026-changing from 2-12k tanks and pad to a double pad and 1 -30k tank #90</i>				
18-012	Roxanne Sorrells	734 Bowling Green Rd	95.11-01-05.0	Alterations-Residential	2/16/2018	Open
		<i>Thoma project for :Reroofing, porch repair replacement windows and doors by Tim Henry Improvements</i>				
18-013	Thomas and Jessica Thompson	3686 Route 11	97.02-01-17.0	Alterations-Residential	2/16/2018	Open
		<i>Thoma project--reroofing, porch repair and replacement windows by O'Donnell Construction</i>				
18-015	Tanya Fedorka	3770 Fairview Dr	85.20-01-27.0	Alterations-Residential	2/23/2018	Open
		<i>Thoma project-reroof porch, exterior landing, window and siding replacement by Empire Construction</i>				
18-016	Pyrotek Inc	641 Route 13	105.00-03-14.	Additions-Commercial	2/27/2018	Open
		<i>12 x 12 shed by Essex -addition on footings</i>				
18-017	Steve Randall Remodeling	807 Route 222	85.20-01-06.0	Additons-Residential	2/28/2018	Open
		<i>21 x 22 addition for master suite on pole construction by Steve Randalls Remodeling</i>				
18-018	David Wayman	3673 Abdallah Ave	96.06-01-23.0	Alterations-Residential	3/6/2018	Open
		<i>interior wall removal</i>				

Permit #	Applicant	Parcel Location	SBL#	Permit Type	Issued	Status
Description of Work						
18-019	George McCracken <i>Thoma permit by Des</i>	655 Lime Hollow Rd	95.00-06-08.0	Alterations-Residential	3/8/2018	Open
18-026	Homer-Cortland Comm Agency Inc <i>Living History Museum 12 x 6 x 20' high sign</i>	4386,4392 Route 11	76.15-01-30.0	Signs	4/9/2018	Open
18-027	Thomas Bilodeau <i>12 x 20 shed by Midway Sales</i>	4457 Route 41	88.00-01-77.0	Sheds	4/6/2018	Open
18-030	John Congdon <i>3 self storage buildings-60 x 150, 60 x 175 & 30 x 150</i>	Luker Rd	95.08-01-17.0	New Construction-Comm.	4/12/2018	Open
18-031	Bruce and Tammy Zimmerman <i>12 x 24 lean to addition on barn for cold storage</i>	4375 Locust Ave	76.16-01-13.0	Sheds	4/16/2018	Open
18-032	John DeVecchio <i>custom 3827 sf 4 bdrm 4.5 bth two story on full Superior foundation w 3 car attached garage by owner</i>	Raphael Dr	76.00-02-03.0	New Construction-Res	4/16/2018	Open
18-033	Key Bank <i>Interior renovations to Key Bank by Haynor Hoyt</i>	860 Route 13	95.20-02-04.0	Alterations-Commercial	4/17/2018	Open
18-034	Mary Voorhees <i>1825 sf custom 3 bdrm 2 bth ranch with full walkout basement and 2 car garage by CAH Elite Custom Homes</i>	Lot #2 Wellington Drive	105.08-02-01.	New Construction-Res	4/18/2018	Open
18-035	Darik and Amber Hanback <i>Thoma project of reroof, plumbing and insulation by owner</i>	3673 Pendleton St	96.12-01-31.0	Alterations-Residential	4/20/2018	Open
18-036	Hayner Hoyt Corporation <i>new 35k square foot medical manufacturing facility</i>	Lime Hollow Rd	95.00-10-02.0	New Construction-Comm.	4/26/2018	Open
18-037	Cortlandville Town of <i>60 x 140 x 17 insulated/heated pole type storage facility w weathertight shell by CCC</i>	4765 Route 41	88.00-01-80.0	New Construction-Comm.	4/26/2018	Open
18-038	Justin Limper <i>addition of guest bath and remodel of master bath</i>	4052 Quail Ridge Dr	86.00-03-09.0	Alterations-Residential	4/27/2018	Open
18-039	Artcraft Home Improvements <i>tear off with reroofing by ArtCraft w shingles, shtg, underlayment</i>	3819 Valley View Dr	85.19-01-24.0	Alterations-Residential	5/1/2018	Open
18-040	George Delorenzo <i>12 x 12 deck attached to house</i>	3981 Woodside Rd	85.16-01-20.0	Decks	5/4/2018	Open
18-041	Doug Smith <i>6'x8' deck unattached to house</i>	3608 Kingsley Ave	96.09-04-15.0	Decks	5/10/2018	Open
18-042	Earl Fox <i>reroof w metal over sgl layer shingle and tub replacement w shower for Thoma by Reome Contracting</i>	3133 Gracie Rd	105.00-01-36.	Alterations-Residential	5/11/2018	Open
18-043	Pat and Jodi Gabriel <i>60 x 136 x 16 insulated pole barn by Burkholder Builders</i>	4297 Partridge HI	85.00-07-04.0	New Construction-Res	5/11/2018	Open
18-044	Cortland MHP Associates Inc <i>8 x 12 detached deck</i>	Cortland Estates 1054 Route 13	96.09-04-10.0	Decks	5/17/2018	Open
18-045	Eric Maki <i>20 x 8 Storage shed (metal "Averdi" container)</i>	2293 Blodgett Mills Rd	97.04-02-19.0	Sheds	5/18/2018	Open
18-046	John & Janet McMullin <i>8 x 10 bedroom extension and 8 x 14 porch</i>	2785 Hoxie Gorge Rd	108.00-02-05.	Additons-Residential	5/23/2018	Open
18-048	Trevor Schadeuald	1157 Gallagher Rd	106.00-09-10.	Swimming Pools	5/25/2018	Open

Permit #	Applicant	Parcel Location	SBL#	Permit Type	Issued	Status
<i>32 x 72 x 16 open bay pole barn truck storage by Bestway</i>						
18-071	Richard and Mary Borra	2855 Ridge Rd	98.00-06-01.0	New Construction-Res	6/28/2018	Open
<i>35x52x12 pole garage w lean to for 2855 Ridge Rd McGraw by Stiles Contracting</i>						
18-072	Tim's Handyman Service	SPCA 879 McLean Rd	95.12-01-06.1	Additions-Commercial	6/28/2018	Open
<i>12 x 32 x 8 covered dog run by Tim's Handyman Service</i>						
18-073	James MacGregor	1425 E River Rd	87.09-01-02.0	Swimming Pools	6/29/2018	Open
<i>28 x 16 inground by Canon w fence attached to deck</i>						
D17-03	Alicia Augur	3975 Carr Hill Rd	87.00-01-15.0	Demolition	6/2/2017	Open
<i>removal of 11 x 24 garage</i>						
D18-02	Melvin Simon	3538 Route 281	95.16-01-20.0	Demolition	2/27/2018	Open
<i>Demolition of 24 x 48 house</i>						
D18-05	Royal Auto Group	3903-3911 West Road	86.17-01-02.1	Demolition	3/29/2018	Open
<i>Removal block curtain wall partitions and built up floor section (Old Ames Chevorlet Building) by Contento Demolition</i>						
D18-06	Dan Williams	4366 Route 41	89.00-01-08.0	Demolition	4/13/2018	Open
<i>interior demo for existing two story home</i>						
D18-07	Aldi Inc	Aldi 908 Route 13	95.16-02-45.0	Demolition	5/31/2018	Open
<i>Remaining 10,830 sq. f. of building that will be demolished with the other 1/3. Building permit D17-05 reflects the other portion of demo.</i>						

Total # Permits : 109

Cash Receipts Report

From: 06/01/2018 To: 06/30/2018

For User: Desiree Campbell

F-2
Sick Tupper

Payment Date: 06/03/2018

Module: Periodic Inspection

Transaction: Inspection at 890 Route 13, on 6 /15/2018 Type: Periodic Inspection

Payor: McNeil Development LLC

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #2237

00000570

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Periodic Inspection Group Totals: \$90.00

06/03/2018 Group Totals: \$90.00

Payment Date: 06/04/2018

Module: Periodic Inspection

Transaction: Inspection at Doug's Powersports 4019 Route 281, on 4 /18/2018 Type: Periodic Inspection

Payor: Earl D Clark

Payment Amount: \$120.00

Payment Type:

Payment #:

Payment Detail:

Check #7101

00000532

\$120.00

Fee Type	Fee Amount
FS Business	\$120.00

Periodic Inspection Group Totals: \$120.00

06/04/2018 Group Totals: \$120.00

Payment Date: 06/07/2018

Module: Periodic Inspection

Transaction: Inspection at 3333 Clute Rd, on 5 /15/2018 Type: Periodic Inspection

Payor: Church Baptist

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Check #6220

00000535

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Transaction: Inspection at Page Green Rd, on 4 /3 /2018 Type: Periodic Inspection

Payor: Churches of Christ

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #6811

00000533

\$90.00

Fee Type	Fee Amount
FS Public Assembly	\$90.00

Periodic Inspection Group Totals: \$190.00

06/07/2018 Group Totals: \$190.00

Payment Date: 06/12/2018

Module: Periodic Inspection

Transaction: Inspection at 3369 Walden Oaks Blvd, on 4 /25/2018 Type: Periodic Inspection

Payor: Walden Oaks Country Club Inc

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #9725

00000538

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Periodic Inspection Group Totals: \$90.00

06/12/2018 Group Totals: \$90.00

Payment Date: 06/20/2018

Module: Periodic Inspection

Transaction: Inspection at Cortland Health Center, Pro Active 1259 Fisher Ave, on 5 /24/2018 Type: Periodic Inspection

Payor: CMA Properties LLC

Payment Amount: \$180.00

Payment Type:

Payment #:

Payment Detail:

Check #623

00000551

\$180.00

Fee Type	Fee Amount
FS Business	\$180.00

Transaction: Inspection at Supercuts Hair Salon 848-856 Route 13, on 4 /24/2018 Type: Periodic Inspection

Payor: SuperCuts

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #559

00000550

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Periodic Inspection Group Totals: \$270.00

06/20/2018 Group Totals: \$270.00

Payment Date: 06/25/2018

Module: Periodic Inspection

Transaction: Inspection at 530 Sears Rd, on 6 /7 /2018 Type: Periodic Inspection

Payor: Groton Congregation of

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Check

00000559

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Periodic Inspection Group Totals: \$100.00

06/25/2018 Group Totals: \$100.00

Payment Date: 06/29/2018

Module: Periodic Inspection

Transaction: Inspection at Borge Warner 3690 Luker Rd, on 6 /4 /2018 Type: Periodic Inspection

Payor: Cortland County Ind Devel

Payment Amount: \$240.00

Payment Type:

Payment #:

Payment Detail:

Check #20833

00000564

\$240.00

Fee Type	Fee Amount
FS Business	\$240.00

Periodic Inspection Group Totals: \$240.00

06/29/2018 Group Totals: \$240.00

Totals:	
Check	\$1,100.00
Grand Total:	\$1,100.00

07/03/2018

Unpaid Fees Report

Fee Date From: June 01, 2018 To: June 30, 2018

Fee Group : FS Fees
Municipality : Cortlandville

Parent Type Transaction	Fee Type	Fee Date	Owner Business	Amount
FS Business				
Inspection at 1104 Route 13, on 6 /13/2018				
	FS Business	6/13/18	Keith Pace	\$120.00
Inspection at Essex Steel 607 Route 13, on 6 /8 /2018				
	FS Business	6/8/18	Route 13, Inc.	\$180.00
Inspection at EZ Carwash 1131 Route 13, on 5 /24/2018				
	FS Business	6/4/18	Amery A Tutino Trust	\$90.00
Total :				\$390.00
<hr/>				
FS Public Assembly				
Inspection at 1864 Route 13, on 6 /21/2018				
	FS Public Assembly	6/21/18	Cortlandville Masonic Lodge	\$100.00
<hr/>				
Inspection at 3154,3166 Ridge Rd, on 6 /5 /2018				
	FS Public Assembly	6/5/18	McGraw Sportsman Club	\$100.00
Total :				\$200.00
Grand Total :				\$590.00

Town of Cortlandville
Complaint By Received By

6/1/2018 - 6/30/2018
 Received By: Desiree Campbell
 Received Via: < All >

Complaint #	Open Date	Open Time	Location	Identifier	Complaint Type	Status	Owner
<i>Received By: Desiree Campbell, Received Via: Observerd</i>							
17-019	06/28/18	9:11:47	4549 Locust Ave	76. 00-03-05.100	Grass	Open	Douglass MacTavish
<i>Received By: Desiree Campbell, Received Via: Phone Call</i>							
18-010	06/12/18	9:08:43	1703 Lighthouse Hill Rd	77. 09-01-10.000	Property Maintenance	Open	Steven Morton
18-011	06/12/18	9:16:00	3266 Walden Oaks Blvd	106. 05-01-24.000	Grass	Open	Barden & Robeson Corp
18-012	06/11/18	9:20:33	3541,3567 Kellogg Rd	97. 04-01-09.000	Grass	Open	Nicholas Barbarito
18-013	06/21/18	12:30:30	1703 Lighthouse Hill Rd	77. 09-01-10.000	Property Maintenance	Open	Steven Morton
18-014	06/28/18	8:48:10	3266 Walden Oaks Blvd	106. 05-01-24.000	Grass	Open	Barden & Robeson Corp
18-015	06/28/18	8:50:59	956 Walden Pond Ln	105. 08-02-24.000	Grass	Open	Creekside Management/Hamilton Homes
18-016	06/21/18	8:53:30	3541,3567 Kellogg Rd	97. 04-01-09.000	Property Maintenance	Open	Nicholas Barbarito
18-017	06/26/18	9:04:14	3296 Clute Rd	107. 02-01-24.000	Property Maintenance	Open	Scott Friedah

Desiree Campbell Total #: 9
Grand Total: 9

07/03/2018

Payment Summary Report

From January 01, 2018 to June 30, 2018

For User : Desiree Campbell

Modules: Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
<hr/>			
01/10/2018			
<hr/>			
01/10/2018	Periodic Inspection	Check	380.00
		Total :	380.00
<hr/>			
01/29/2018			
<hr/>			
01/29/2018	Periodic Inspection	Check	540.00
		Total :	540.00
<hr/>			
02/13/2018			
<hr/>			
02/13/2018	Periodic Inspection	Check	90.00
		Total :	90.00
<hr/>			
02/21/2018			
<hr/>			
02/21/2018	Periodic Inspection	Check	240.00
		Total :	240.00
<hr/>			
02/26/2018			
<hr/>			
02/26/2018	Periodic Inspection	Check	210.00
		Total :	210.00
<hr/>			
03/09/2018			
<hr/>			
03/09/2018	Periodic Inspection	Check	336.00
		Total :	336.00

07/03/2018

Payment Summary Report

From January 01, 2018 to June 30, 2018

For User : Desiree Campbell

Modules: Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
<hr/>			
03/23/2018			
<hr/>			
03/23/2018	Periodic Inspection	Check	182.00
		Total :	182.00
<hr/>			
03/27/2018			
<hr/>			
03/27/2018	Periodic Inspection	Check	180.00
		Total :	180.00
<hr/>			
03/28/2018			
<hr/>			
03/28/2018	Periodic Inspection	Check	180.00
		Total :	180.00
<hr/>			
03/29/2018			
<hr/>			
03/29/2018	Periodic Inspection	Check	50.00
		Total :	50.00
<hr/>			
04/03/2018			
<hr/>			
04/03/2018	Periodic Inspection	Check	90.00
		Total :	90.00
<hr/>			
04/04/2018			
<hr/>			
04/04/2018	Periodic Inspection	Check	280.00
		Total :	280.00

07/03/2018

Payment Summary Report

From January 01, 2018 to June 30, 2018

For User : Desiree Campbell

Modules: Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
<hr/>			
04/19/2018			
<hr/>			
04/19/2018	Periodic Inspection	Check	420.00
		Total :	420.00
<hr/>			
04/24/2018			
<hr/>			
04/24/2018	Periodic Inspection	Check	300.00
		Total :	300.00
<hr/>			
04/25/2018			
<hr/>			
04/25/2018	Periodic Inspection	Cash	120.00
04/25/2018	Periodic Inspection	Check	240.00
		Total :	360.00
<hr/>			
05/01/2018			
<hr/>			
05/01/2018	Periodic Inspection	Check	400.00
		Total :	400.00
<hr/>			
05/02/2018			
<hr/>			
05/02/2018	Periodic Inspection	Cash	90.00
05/02/2018	Periodic Inspection	Check	100.00
		Total :	190.00
<hr/>			
05/04/2018			
<hr/>			

07/03/2018

Payment Summary Report

From January 01, 2018 to June 30, 2018

For User : Desiree Campbell

Modules: Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
05/04/2018	Periodic Inspection	Check	90.00
		Total :	90.00
<hr/>			
05/10/2018			
05/10/2018	Periodic Inspection	Check	100.00
		Total :	100.00
<hr/>			
05/14/2018			
05/14/2018	Periodic Inspection	Check	400.00
		Total :	400.00
<hr/>			
05/17/2018			
05/17/2018	Periodic Inspection	Check	540.00
		Total :	540.00
<hr/>			
05/18/2018			
05/18/2018	Periodic Inspection	Check	50.00
		Total :	50.00
<hr/>			
05/21/2018			
05/21/2018	Periodic Inspection	Check	880.00
		Total :	880.00

07/03/2018

Payment Summary Report

From January 01, 2018 to June 30, 2018

For User : Desiree Campbell

Modules: Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
<hr/>			
05/29/2018			
<hr/>			
05/29/2018	Periodic Inspection	Check	480.00
		Total :	480.00
<hr/>			
05/30/2018			
<hr/>			
05/30/2018	Periodic Inspection	Check	100.00
		Total :	100.00
<hr/>			
05/31/2018			
<hr/>			
05/31/2018	Periodic Inspection	Check	730.00
		Total :	730.00
<hr/>			
06/03/2018			
<hr/>			
06/03/2018	Periodic Inspection	Check	90.00
		Total :	90.00
<hr/>			
06/04/2018			
<hr/>			
06/04/2018	Periodic Inspection	Check	120.00
		Total :	120.00
<hr/>			
06/07/2018			
<hr/>			
06/07/2018	Periodic Inspection	Check	190.00
		Total :	190.00

07/03/2018

Payment Summary Report

From January 01, 2018 to June 30, 2018

For User : Desiree Campbell

Modules: Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
<hr/>			
06/12/2018			
<hr/>			
06/12/2018	Periodic Inspection	Check	90.00
		Total :	90.00
<hr/>			
06/20/2018			
<hr/>			
06/20/2018	Periodic Inspection	Check	270.00
		Total :	270.00
<hr/>			
06/25/2018			
<hr/>			
06/25/2018	Periodic Inspection	Check	100.00
		Total :	100.00
<hr/>			
06/29/2018			
<hr/>			
06/29/2018	Periodic Inspection	Check	240.00
		Total :	240.00
		Grand Total :	8,898.00

F-3

Town of Cortlandville-Including Village of McGraw
 Monthly Report • June 2018

Dogs Impounded	5
Citizen	1
CCSD	1
SPCA	2
OS	1

Dispositions	5
Redeemed	3
Adopted	1
Euthanized	
DOA	
Still at Shelter	1
Transferred	

Complaints This Month	13
-----------------------	----

YTD: 73

Dog Control:

Dog at Large	1
Unlicensed	
Unvaccinated	
Bite Case	1
Harass/Barking/Loud	1
Inappropriate Shelter	1

Animal Cruelty:

Dog/Cat Abandonment	1
Dog/Cat Abuse	
Dog/Cat Neglect	1
Dog/Cat Sick or Injured	3
Injured Wildlife	
Injured Farm Animal	
Hot/Cold Vehicle	4

Dispositions:

Compliance Order	1
No Violation	3
Completed	2
Unable to Locate	1
Animal Picked Up	4
Returned to Owner	
Pending Investigation	
Charges/Arrest	2

Tickets Issued:	2
Dogs Impounded this month:	5
Cats Impounded this month:	6
CSD Dog Hold:	1

Tickets Issued YTD:	2
Dogs Impounded YTD:	12
Cats Impounded YTD:	16
CSD Dog Hold YTD:	1



RECEIVED JUL 09 2018

G-1

June 28, 2018

Re: Charter Communications – Upcoming Changes

Dear Municipal Official:

This is to inform you about a programming change that will affect our subscribers in New York.

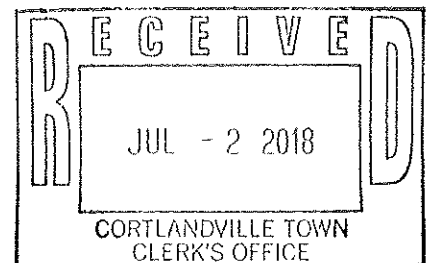
Effective on or after June 30, 2018, Charter Communications will launch Heroes & Icons on SPP Tier 1/ channel 151.

A slate will be placed on the channel to notify subscribers of this change.

If you have any questions or concerns, please feel free to contact me at 315-634-6170 or by email at alice.kim@charter.com.

Sincerely,

Alice J. Kim
Director, Government Affairs
Charter Communications



6005 Fair Lakes Road
East Syracuse, NY 13057



RECEIVED JUL 02 2018

G-1

June 29, 2018

Re: Charter Communications – Upcoming Changes

Dear Municipal Official:

This is to inform you about a programming change that will affect our subscribers in New York.

Effective on or after July 1, 2018, Aplauso TV will launch on Spectrum lineups as a replacement for El Garage TV, which was previously discontinued by Olympusat, effective July 1st.

If you have any questions or concerns, please feel free to contact me at 315-634-6170 or by email at alice.kim@charter.com.

Sincerely,

A handwritten signature in cursive script that reads "Alice J. Kim".

Alice J. Kim
Director, Government Affairs
Charter Communications

6005 Fair Lakes Road
East Syracuse, NY 13057

**PROJECT STATUS REPORT
ALL ACTIVITIES**

C. If there are any issues that are or have impeded the progress of your project, provide a detailed description of the issues, the efforts to resolve them and the steps to be taken to ensure the completion of the project within the approved project schedule.

N/A

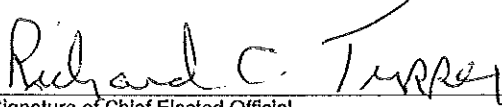
D. If the project is not on target to meet the accomplishments as proposed in the application, provide an explanation as to why these accomplishments will not be met.

N/A

**PROJECT STATUS REPORT
ALL ACTIVITIES**

III. CERTIFICATION OF THE PROJECT STATUS REPORT (SEE INSTRUCTIONS)

I certify that, to the best of my knowledge, this report is correct and complete; and that all expenditures were for eligible NYS CDBG activities and deposited and disbursed, according to requirements of Title I of the Housing and Community Development Act of 1974, and the grant agreement executed with the NYS Office of Community Renewal and the policies and program requirements governing the NYS CDBG Program.

Richard Tupper	
Typed Name of Chief Elected Official	<input type="checkbox"/> Check box if Chief Elected Official has changed since last reporting period and provide name of former CEO
	7/3/18
Signature of Chief Elected Official	Date Report Signed by CEO
(607) 756-6091	supervisor1@cortlandville.org
Telephone *	E-mail Address *
Annette Huskins	annette@thomadevelopment.com
Name of Person who prepared this report *	Email Address *

*Response required

THIS REPORT MUST BE SUBMITTED TO OCR VIA E-MAIL AT OCRREPORTS@NYSHCR.ORG

DO NOT MAIL THIS, THE ORIGINAL MUST BE RETAINED WITH LOCAL PROJECT FILES

1-3a

PROJECT STATUS REPORT
ALL ACTIVITIES

I. PROJECT INFORMATION

RECIPIENT NAME	Town of Cortlandville		
CDBG PROJECT #	287SB902-18 <i>Royal Nissan</i>	PROJECT COMPLETION DATE	1/24/2020
REPORT PERIOD	1/1/2018 - 6/30/2018	REPORT #	1

II. PROJECT STATUS NARRATIVE

A. Provide a summary of the status including significant accomplishments and milestones of each activity funded and include the total CDBG expenditures to date as identified in the instructions:

The Town received notice of award and executed a grant agreement with NYS OCR during this period.

The Town issued a Request for Proposals for program delivery and administrative services. Since only one response was received the Town requested NYS OCR approval of the RFP process. OCR approved the process and the Town Board awarded the contract to Thoma Development Consultants. A contract has been executed.

The Environmental Review Record was submitted at the end of April 2018. The project was categorically excluded under NEPA and converted to "exempt" as not federal statutes were triggered. The Release of Fund has been received.

The interior renovations described in the application are underway after a change in contractor.

The Project Owner has reviewed options and pricing for furniture acceptable to Nissan Corporation pursuant to Nissan branding requirements.

The Project Owner has started ordering long-lead time equipment.

The Town's Consultant and Project Owner met to review the employment creation and reporting process. Job descriptions have been established.

B. Will activities be completed as proposed in the application? Describe any changes to the project design.

No changes to-date.

**PROJECT STATUS REPORT
ALL ACTIVITIES**

C. If there are any issues that are or have impeded the progress of your project, provide a detailed description of the issues, the efforts to resolve them and the steps to be taken to ensure the completion of the project within the approved project schedule.

New contractor hired for renovations created slight delay but will not delay completion of project.

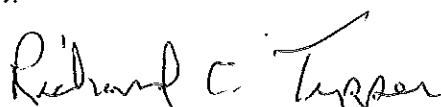
D. If the project is not on target to meet the accomplishments as proposed in the application, provide an explanation as to why these accomplishments will not be met.

NA

**PROJECT STATUS REPORT
ALL ACTIVITIES**

III. CERTIFICATION OF THE PROJECT STATUS REPORT *(SEE INSTRUCTIONS)*

I certify that, to the best of my knowledge, this report is correct and complete; and that all expenditures were for eligible NYS CDBG activities and deposited and disbursed, according to requirements of Title I of the Housing and Community Development Act of 1974, and the grant agreement executed with the NYS Office of Community Renewal and the policies and program requirements governing the NYS CDBG Program.

Richard C. Tupper, Supervisor	
Typed Name of Chief Elected Official	<input type="checkbox"/> Check box if Chief Elected Official has changed since last reporting period and provide name of former CEO
	7/3/18
Signature of Chief Elected Official	Date Report Signed by CEO
607-766-6091	supervisor1@corlandville.org
Telephone *	E-mail Address *
Richard Cunningham, Sr. Consultant, Thoma Development	Rich@thomadevelopment.com
Name of Person who prepared this report *	Email Address *

*Response required

THIS REPORT MUST BE SUBMITTED TO OCR VIA E-MAIL AT OCRREPORTS@NYSHCR.ORG

DO NOT MAIL THIS, THE ORIGINAL MUST BE RETAINED WITH LOCAL PROJECT FILES



1-3a

Fair and Equitable Housing Office

www.nyshcr.org
E-mail: FEHO@nyshcr.org

Utilization of Section 3 Residents and Businesses

1. Recipient Name & Address (street, city, state, zip):		2. SHARS #:		3. Dollar Amount of Award:	
Town of Cortlandville 3577 Terrace Road Cortland, NY 13045		287HR326-16		\$383,000.00	
		4. Contact Person:		5. Phone (w/ area code):	
		Richard Cunningham		607-753-1433	
		6. Reporting Period:		7. Date Report Submitted:	
2018 Quarter 2		7/13/2018			
8. Program Code* (use a separate sheet for each program code)			9. Project Name:		
8			Town-wide Housing Rehab		
Part I: Employment and Training (Include New Hires in Columns E and F)					
A Job Category	B # of New Hires	C # of New Hires that are Section 3 Residents	D % of Aggregate # of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F # of Section 3 Trainees
Professionals					
Technicians					
Office/Clerical					
Construction by Trade (list trade)					
		NO HIRES			
Other (list)					
Total	0	0	0	0	0

***Program Codes**

1=Flexible Subsidy
2=Section 202/811

3=Public/Indian Housing

A=Development
B=Operation
C=Modernization

4=Homeless Assistance

5=HOME
6=HOME State Administered
7=CDBG Entitlement

8=CDBG State Administered

9=Other CD Program
10=Other Housing Programs

Part II: Contracts Awarded	
1. Construction Contracts:	
A. Total dollar amount of all contracts awarded on the project	\$ 34,034.00
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0
2. Non Construction Contracts:	
A. Total dollar amount of all non-construction contracts awarded on the project/activity	\$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Waiver Request Indicate the "Good Faith Efforts" made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government housing. (Check all that apply and provide documentation and a narrative of the outcome.)

Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or non-metropolitan county) in which Section 3 covered program or project is located, or similar method.

Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concern.

Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

Richard C. Tupper
Signature of Company Official

7/6/18
Date

Non-compliance with the requirements of Section 3 may result in sanctions, termination of this contract for default and debarment or suspension from future HUD assisted contracts.

1-4

June 15, 2018

Town of Cortlandville
Zoning Text Amendment

TO: Cortland County Planning Board

FROM: Cortland County Planning Department

This application for adoption of a zoning text amendment is being referred to the Cortland County Planning Board pursuant to General Municipal Law 239-M because it affects property throughout the Town of Cortlandville.

GENERAL INFORMATION

Date Received: May 23, 2018

Applicant: Town of Cortlandville
Town Hall
3577 Terrace Rd.
Cortland, NY 13045

Requested Action: Adoption of a zoning text amendment to incorporate regulations pertaining to Solar Energy Systems

ANALYSIS –

The Town of Cortlandville is seeking to adopt a zoning text amendment to incorporate regulations pertaining to Solar Energy Systems in order to promote the safe, effective and efficient use of installed solar energy systems in order to encourage the renewable energy systems and a sustainable life style, while protecting the health, safety and welfare and minimize the adverse impact on the adjacent and surrounding neighboring properties. This law will modify *Article I/Section 178.2- Definitions*, adding definitions for solar photovoltaic systems and will amend *Article XIX/Section 178.123.3- Supplemental Regulations and Exceptions, Solar Energy Systems*, incorporating new sections to permit certain solar energy systems as accessory uses in any zoning district and by revising *Article XIV/Section 178.73-77- Conditional Permit*, will add provisions for the permitting of certain solar photovoltaic systems.

The proposed law separates solar facilities into two categories (large solar energy system and small or accessory solar energy system). A large solar energy system is defined as

a system that is primarily for the purpose of onsite or offsite sale or electricity consumption, and is larger than three thousand (3,000) sq. ft. in area of solar collectors (measuring the equipment surface area, per lot. This system may be ground-mounted or building-mounted. A small solar collector system is defined as a solar photovoltaic energy systems up to and including 3,000 square feet (measuring the equipment surface area) and the principal purpose of which is to provide electrical power to be consumed on site or to provide power to be shared with other power customers (which may include both physical and virtual aggregation).

The proposed law would permit small or large building mounted solar energy systems in all zoning districts in the Town. Before any construction or installation on any solar PV system shall commence, a building permit issued by the Town must be obtained by the applicant.

Building mounted solar collectors (large or small scale or subject to their own set of requirements which include the following:

a. Building-Mounted Solar Energy Systems (large or small scale) are permitted as an accessory use in all zoning districts when attached to any lawfully permitted building or structure.

b. Height. Solar Energy Systems shall not exceed the maximum height restrictions of the Zoning district within which they are located and are provided the same height exemptions that apply to building-mounted mechanical devices or equipment.

c. All Building-Mounted Solar Energy Systems shall be exempt from the requirement for a Conditional Permit, unless such Building-Mounted system increases the overall height of the structure by six (6) feet or more.

d. All owners of Building-Mounted Solar Energy Systems must file a building permit application with the Building Department, and obtain a valid building permit, prior to starting their installation.

Small-Scale Ground-Mounted solar collectors would be subject to the following requirements:

a) Ground mounted small scale solar energy systems shall not be located in the following areas, unless otherwise approved by the Planning Board in conjunction with a Conditional Permit provided in Article XIV/Section 178.73-77

i. Prime Farmland soils as identified by the United States Department of Agriculture-Natural Resources Conservation Service (USDA-NRCS) or alternative available resource.

ii. Areas of potential environmental sensitivity, such as Unique Natural Areas as designated by the Cortland County Soil and Water Conservation District,

flood plains, historic sites, airports, state-owned lands, conservation easements, trails, parkland, prime soils, and wetlands as identified by Cortland County Planning Department Mapping Services, the New York State Department of Environmental Conservation, or the United States Army Corps of Engineers.

iii. Development is prohibited on slopes of greater than fifteen percent (15%) unless the Solar Energy Applicant can demonstrate through engineering studies and to the satisfaction of the Town that the proposed development will cause no adverse environmental impact that will not be satisfactorily mitigated.

iv. Placement within front yards of residential lots, if any above-ground portion of the system is within 100 feet of a Public Highway right-of-way.

b. Ground mounted small scale solar energy systems are permitted as principal and accessory structures in all zoning districts and shall adhere to the following:

i. Lot Coverage. The horizontal surface area covered by ground-mounted solar collectors shall be included in total lot coverage and when combined with the coverage of other structures, the total area shall not exceed the maximum lot coverage as permitted in the underlying zoning district.

c. Except as provided in subsection 2.a above, Ground-Mounted Small-Scale Solar Energy Systems shall be exempt from the requirement for a Conditional Permit.

Large-Scale Ground Mounted Systems are also subject to their own set of requirements:

a. Ground-Mounted Large-Scale Solar Energy Systems are permitted as principal and accessory uses through the issuance of a Conditional Permit within Agriculture and Industrial Zoning Districts, subject to the requirements set forth in this section.

i. Ground-Mounted Large-Scale Solar Energy Systems that produce electricity or thermal energy primarily for active farming or agricultural uses, where the generation is less than one hundred and ten percent (110%) of the farm use, shall be exempt from the requirement to obtain a Conditional Permit.

b. Ground mounted small scale solar energy systems shall not be located in the following areas, unless otherwise approved by the Planning Board in conjunction with the Conditional Permit approval process.

i. Prime Farmland soils as identified by the United States Department of Agriculture-Natural Resources Conservation Service (USDA-NRCS) or

alternative available resource.

- ii. **Areas of potential environmental sensitivity, such as Unique Natural Areas as designated by the Cortland County Soil and Water Conservation District, flood plains, historic sites, airports, state-owned lands, conservation easements, trails, parkland, prime soils, and wetlands as identified by Cortland County Planning Department Mapping Services, the New York State Department of Environmental Conservation, or the United States Army Corps of Engineers.**
- iii. **On slopes of greater than fifteen percent (15%) unless the Solar Energy Applicant can demonstrate through engineering studies and to the satisfaction of the Town that the proposed development will cause no adverse environmental impact that will not be satisfactorily mitigated.**
- c. **No Conditional Permit or renewal thereof or amendment of a current Conditional Permit relating to a Ground-Mounted large-Scale Solar Energy System shall be granted by the Town Planning Board unless the Solar Energy Applicant demonstrates that such Ground-Mounted Large Scale Solar Energy System:**
 - i. **Conforms to all federal and state laws and all applicable rules and regulations promulgated by any federal or state agencies having jurisdiction.**
 - ii. **Is designed and constructed in a manner which minimizes visual impact to the extent practical.**
 - iii. **Complies with all other requirements of the Town of Cortlandville Zoning Law.**
 - iv. **Conforms to all adopted plans of the Town of Cortlandville.**
 - v. **Complies with a fifty-foot (50) front yard, rear yard, and side yard setback.**
 - vi. **Does not exceed twenty (20) feet in height.**
 - vii. **Has a solar collector surface area (as measured in the horizontal plane) that, when combined with the coverage of other structures on the lot, does not exceed twice the maximum lot coverage as permitted in the underlying zoning district.**

There are several additional requirements outlined for Ground-Mounted Large-Scale Solar Energy Systems. The Ground-Mounted Large-Scale Solar Energy System shall have the least visual effect practical on the environment, as determined by the Town Planning Board. Based on site specific conditions, including topography, adjacent structures, and roadways, reasonable efforts shall be made to minimize visual impacts by preserving natural vegetation, and providing landscape screening to abutting residential properties

and roads, but screening should minimize the shading of solar collectors. Any exterior lighting installed shall have the least visual effect practical on the contiguous properties and shall be approved by the Town Planning Board. The Town Planning Board may require additional information, such as line-of-sight drawings, detailed elevation maps, visual simulations, before and after renderings, and alternate designs to more clearly identify adverse impacts for the purpose of their mitigation. Equipment and vehicles not used in direct support, renovations, additions or repair of any Ground-Mounted Large-Scale Solar Energy System shall not be stored or parked on the facility site. The proposed law also has specific height requirements for solar energy systems which include:

1. Building-mounted systems shall not exceed height limitations of the zoning district:
 - a. System installed on a pitched roof that faces the front yard of a property, the system must be installed at the same angle as the roof on which it is installed with a maximum distance, measured perpendicular to the roof, of eighteen (18) inches between the roof and edge or surface of the system.
 - b. System installed on a sloped roof, the highest point of the system shall not exceed the highest point of the roof to which it is attached.
 - c. System installed on a flat roof, the highest point of the system shall be permitted to extend up to six (6) feet above the roof to which it is attached.
2. Ground-mounted systems may not exceed the permitted height of accessory structures in the zoning district where the solar energy system is to be installed or 20 feet from the ground, whichever is less.
3. Setback for Ground-mounted Systems as a primary use or accessory use are subject to setback requirements in the zoning district in which the system is to be constructed.
 - a. The required setbacks are measured from the Property line to the nearest part of the system. No part of the ground-mounted system shall extend into the required setbacks due to a tracking system or other adjustment of solar energy related equipment or parts.

The proposed law also includes requirements for non-conformance which include:

1. Building-mounted systems:
 - a. If a building-mounted system is to be installed on any building or structure that is non-conforming because its height violates the height restrictions of the zoning district in which it is located, the building-mounted system shall be permitted, so long as the building-mounted system does not extend above the peak or highest point of the roof to which it is mounted and so long as it complies with the other provisions of this Ordinance.
 - b. If a building-mounted system is to be installed on a building or structure on a non-conforming property that does not meet the minimum setbacks required and/or exceeds the lot coverage limits for the zoning district in which it is located, a building-mounted system shall be permitted, so long as there is no expansion of any setback or lot coverage non-conformity and so long as it complies with the other provisions of this Ordinance.

2. Ground-mounted systems:

- a. If a ground-mounted system is to be installed on a property containing a structure that is non-conforming because the required minimum setbacks are exceeded, the proposed system shall be permitted so long as the system does not encroach into the established setback for the property.**
- b. If a ground-mounted system is to be installed on a property that is non-conforming because it violates zoning district requirements other than setbacks, then a Conditional Permit must be obtained for the proposed installation.**

There are also security and lighting requirements included in the proposed law. Ground-Mounted Large-Scale Solar Energy Systems may be enclosed by fencing to prevent unauthorized access. Warning signs with the owner's name and emergency contact information shall be placed on any access point to the system and on the perimeter of the fencing. The fencing and the system shall be further screened by any landscaping or decorative fencing needed to avoid adverse aesthetic impacts as approved by the Town Planning Board. Motion-activated or staff-activated security lighting around the equipment area of a Ground-Mounted Large-Scale Solar Energy System or accessory structure entrance may be installed provided that such lighting does not project off the site. Such lighting should only be activated when the area within the fenced perimeters has been entered. A locked gate at the intersection of the access way and a public road may be required to obstruct entry by unauthorized vehicles. Such gate must be located entirely upon the lot and not on the public right-of-way.

There are also specific requirements for signage on any system which includes:

- 1. No signage or graphic content may be displayed on the solar-PV system except the manufacturer's badge, safety information and equipment specification information. Said information shall be depicted within an area no more than thirty-six (36) square inches in size.**
- 2. Disconnect and other emergency shutoff information will be clearly displayed on a light reflective surface.**
- 3. 24 hour emergency contact information will be clearly displayed.**
- 4. Systems and sites may not be used for displaying advertising except for reasonable identification of the owner/operator and shall comply with all signage restrictions.**

The law also includes the Town's right to inspect any system and all facets of said System's placement, construction, modification and maintenance. Any inspections that are beyond the scope of the Town's scope or ability shall be at the expense of the Solar Energy Applicant.

All applications for a major system or solar farm are also required to be accompanied

by a decommissioning plan to be implemented upon abandonment or cessation of activity. At the time of submittal of the application for a Conditional Permit for a Ground-Mounted Large-Scale Solar Energy System, the Solar Energy Applicant shall submit and agree to the performance of a decommissioning plan that includes the removal of the Solar Energy System and all associated equipment, driveways, structures, buildings, equipment sheds, lighting, utilities, fencing, and gates. If such System becomes technologically obsolete or ceases to perform its originally intended function for more than six (6) consecutive months, the Town may require its removal in accordance with the decommissioning plan. The Town shall provide the Solar Energy System Owner thirty (30) days prior written notice of a request for decommissioning. Upon removal of a Ground-Mounted Large-Scale Solar Energy System, the land shall be restored to its previous condition, including but not limited to the seeding and sodding, as appropriate depending upon the season of the work, of exposed soils. At the time of obtaining a building permit, the Solar Energy Applicant may be required to provide a financial security bond or other form of financial security acceptable to the Town for removal of the Ground-Mounted Large-Scale Solar Energy System and property restoration, with the Town of Cortlandville as the obligee, in an amount approved by the Town Board (the amount to restore the site to its pre-construction or negotiated condition). Upon any amendment of the Conditional Permit, the Town Board may adjust the required amount of the financial security bond to adequately cover increases in the cost of removal of the Ground-Mounted Large-Scale Solar Energy System and property restoration. If the Ground-Mounted Large-Scale Solar Energy System is not decommissioned after being considered abandoned, the Town may remove the system and restore the property and impose a lien on the property to recover these costs to the Town. All other Solar Energy Systems shall be considered abandoned after 6 consecutive months without electrical energy or thermal energy generation and must be removed from the property. The Town Board may consider and grant, for good cause shown, an application for one extension not exceeding 24 months for Solar Energy Systems other than Ground-Mounted Large-Scale Solar Energy Systems.

This is actually the second time that this proposal has been before the County Planning Board for review. In April 2018, the Board recommended adoption of the proposed zoning text amendment to incorporate regulations pertaining to Solar Energy Systems as it would appear to provide the Town and applicant with adequate guidance through the review process for development and operation of solar energy systems in the Town. This recommendation however was contingent upon compliance with SEQR requirements.

The proposal has since been revised to clarify some language in the proposed zoning text amendment which would not change any of the proposed requirements. Additionally, a statement was added to the Ground-Mounted Large-Scale Solar Energy Systems regulations which states 'The Planning Board may, in its sole discretion, modify and/or waive the requirements of this section for a Large-Scale Solar Energy System that it believes is harmonious with surrounding land uses, and where, because of its size or other considerations, the Town Planning Board believes that it does not need to be subjected to the specific requirements set forth herein.'. This would allow the Planning Board to grant a waiver (variance) for Ground-Mounted Large-Scale Solar Energy Systems that do not meet

the requirements outlined in the proposed law. It should be noted however; that this proposed law is a zoning text amendment and would therefore, if adopted, be incorporated into the Town's zoning law. The Town's zoning law already has a waiver provision through the bulk and use variance procedures which by NYS Town Law is a function of the zoning board of appeals. An applicant would already be allowed to apply for a variance from any of the requirements for a Ground-Mounted Large-Scale Solar Energy Systems by its incorporation in the Town's zoning law. The Town Planning Board has no authority in NYS Town Law to grant waivers (variances) from the requirements of a zoning law. It is therefore recommended that the proposed waiver provisions not be incorporated into the proposed zoning text amendment. The other proposed changes to clarify some language in the zoning text amendment may be incorporated into the zoning text amendment as they would not substantively change the content of the proposed law.

Finally, the adoption of the proposed zoning text amendment is considered a Type I Action under SEQR since it would change the allowable uses in zoning districts affecting more than 25 acres. The Town is therefore required to complete a Full Environmental Assessment Form.

RECOMMENDATION -

The staff recommends adoption of the proposed zoning text amendment to incorporate regulations pertaining to Solar Energy Systems contingent upon the following:

1. that the proposed waiver provisions not be incorporated into the proposed zoning text amendment
 - a. as an applicant would already be allowed to apply for a variance from any of the requirements for a Ground-Mounted Large-Scale Solar Energy Systems by its incorporation in the Town's zoning law and
 - b. as the Town Planning Board has no authority in NYS Town Law to grant waivers (variances) from the requirements of a zoning law.
2. compliance with SEQR requirements.

Prepared by:

Reviewed/ revised by:

Kevin J. Pagini
Planner

Daniel S. Dineen
Director of Planning

ON THE MOTION OF Craig Umbegauer
Ann Swisher

RESOLUTION NO. 18-18

Town of Cortlandville
Zoning Text Amendment

WHEREAS, on May 23, 2018 the Zoning Officer, Town of Cortlandville, pursuant to General Municipal Law 239 M submitted an application for a Zoning Text Amendment because it affects property throughout the Town of Cortlandville, which has been received by the Cortland County Planning Department, AND

WHEREAS, the Cortland County Planning Department has reviewed this request and submitted a written report dated June 15, 2018, which is on file, AND

WHEREAS, the Cortland County Planning Board on June 20, 2018 held a regular meeting with a quorum and did consider this request, AND

WHEREAS, the Cortland County Planning Board did thoroughly consider the material submitted by the petitioner, Department comments and all other relevant reports on file, NOW THEREFORE BE IT

RESOLVED, that the Board recommends adoption of the proposed zoning text amendment to incorporate regulations pertaining to Solar Energy Systems contingent upon the following:

1. that the proposed waiver provisions not be incorporated into the proposed zoning text amendment
 - a. as an applicant would already be allowed to apply for a variance from any of the requirements for a Ground-Mounted Large-Scale Solar Energy Systems by its incorporation in the Town's zoning law and
 - b. as the Town Planning Board has no authority in NYS Town Law to grant waivers (variances) from the requirements of a zoning law.
2. compliance with SEQR requirements, AND

BE IT FURTHER RESOLVED, that the Board reminds the Town of the requirements of General Municipal Law Section 239 M that a supermajority vote is to be attained by the Town in order to approve this application unless every contingency documented in this resolution is followed, AND

BE IT FURTHER RESOLVED, that the Planning Department is hereby authorized to convey this action to the Town Attorney, Town of Cortlandville.

**Wendy Miller, Secretary
Cortland County Planning Board
June 20, 2018**

Ayes: 10

Nays: 1 (Chuck Feiszli)

300 State Street, Suite 502, Rochester, New York 14614

585.434.0790 phone
 585.563.7432 fax
 www.ZogLaw.com

**BY EMAIL TO jfolmer@cortlandville.org
 AND FIRST-CLASS MAIL**

June 5, 2018

John Folmer, Esq.
 Town of Cortlandville
 3557 Terrace Road
 Cortland, New York 13045

RE: SEQRA Consultations

Dear John,

Thank you for asking me to submit a proposal to render legal services to the Town of Cortlandville in connection with the SEQRA review process for matters involving the Town of Cortlandville or any of its municipal boards. The Zoghlin Group would be pleased to assist the Town in this matter under the following terms and conditions.

We will not require an initial retainer for fees or disbursements. We will bill the Town monthly for legal services described herein at the following discounted municipal rates:

Mindy Zoghlin, Esq.:	\$260/hour
Sr. Associate Attorney	\$255/hour
Associate Attorney:	\$205 /hour
Staff Attorney:	\$150/hour
Law Clerk:	\$115/hour
Legal Assistant:	\$115/hour

The time for which we are to be paid includes not only office conferences, research, analysis, travel and advice, but also the time involved in telephone calls, faxes, e-mail, and other forms of communication.

The Town will be responsible for all reasonable and necessary expenses associated with this matter. For example, expenses may be incurred for court

filing fees, court and other governmental agency fees for certificates, long distance telephone calls, duplicating charges, telecopy charges, travel, postage and printing costs. The law firm may advance money to pay for these expenses but it is not obligated to do so.

Pursuant to Title 22 of the Official Compilations of Codes, Rules and Regulations of the State of New York ("NYCRR"), Part 1215, you are hereby informed that in the event you dispute the legal fee charged to you by this firm, you may, with certain exceptions, have the right to arbitration of fee disputes under Title 22 NYCRR, Part 137 of the Rules of the Chief Administrator.

The parties hope and expect that this will be a long-term relationship. Nonetheless, the Town may terminate this engagement at any time by notice in writing to us. Upon receipt of such notice, subject to such court approval as may be necessary in the context of the situation, we will promptly cease providing any service to you. The Town will be responsible for paying for our services rendered up to the time we receive such notice and for such reasonable services that we provide thereafter in connection with the transfer of responsibility for the matters we are handling at that time to your new counsel.

We may terminate this engagement by giving you 30 days prior written notice. Upon termination of our representation, the Town will be responsible for paying for our services rendered up to the time we terminate our engagement and for such reasonable services that we provide thereafter in connection with the transfer of responsibility for the matters we are handling at that time to your new counsel.

We will diligently and faithfully represent you and look forward to working with you on this matter. However, we cannot guarantee the outcome of any claim.

Please understand that any file that will be created by our firm in connection with this representation will belong to the Town. During the course of this engagement, the Town will be furnished copies of all documents and of all significant correspondence. When a matter is completed, we will deliver the originals of all documents to the Town. We will retain physical and/or electronic copies of all of the documents, all correspondence, and, to the extent we deem appropriate, all notes made in connection with this engagement in our file. You as our client may direct us to turn over our file to you or to anyone else that the client designates, at any time. In such case, we will retain in our possession all internal communications and notes prepared by our firm and, at the expense of our client, make, retain, and store physical and/or electronic copies of all other matters in our file to be delivered to our client or at its

request. It is the policy of our firm that client files that are no longer needed by our lawyers and other professionals on a recurring basis are closed and placed in storage in a location away from our offices. The off-site storage of closed files helps us to reduce our operating expenses, and consequently our fees. Because the Town will have been furnished with the originals and/or copies of all relevant materials contained in our files during the course of the active phase of our representation, in the event that we are asked by you to recover materials contained in a file that has been closed and placed in off-site storage, you agree that we shall be entitled to be paid by the requesting party a reasonable charge for the cost of the recovery of the file and the identification, reproduction, and delivery of the requested materials. Unless our firm is engaged to provide on-going representation in connection with this matter, it is our firm's policy to destroy all copies of correspondence, notes, and documents retained in our file created in connection with the representation six (6) years after the completion of the engagement.

We are enclosing an extra copy of this letter to be signed and returned to us consenting to the conditions of the representation as described in this letter. The return of a copy of this letter signed by you will serve as authorization for us to proceed. If you have any questions about anything discussed in this letter, please call me. You should also feel free to contact an attorney in another firm to discuss the effect of agreeing to the terms of the representation as outlined in this letter.

If the foregoing terms are acceptable to the Town, please sign and return a copy of this letter at your earliest convenience.

I look forward to working with you on this matter.

Sincerely,



Mindy L. Zoghlin

The Town of Cortlandville agrees to these terms.

Town of Cortlandville
By Supervisor Richard C. Tupper

Sharon Stevans
29 Hamlin Street
Cortland, NY 13045

1-6

June 28, 2018

Mayor Brian Tobin
25 Court Street
Cortland, NY 13045

Supervisor Dick Tupper ✓
3577 Terrace Rd
Cortland NY 13045

Dear Brian & Dick:

I regret that I must stop filming the meetings of the Common Council and the Town Board. I tried to work with the changes that Spectrum has made, but their procedures require an additional commitment of time and responsibility that I cannot make. The loading of the video to their Rochester site requires formatting, and quite a bit of time for me to transfer. They will not provide staff to do this. I feel that the time I spend to set up, film meetings & take down is enough volunteer time, and I cannot spend 2-3 hours more to get it to their remote site.

In addition to the above, what should concern you is the issue of accessing copies of your meetings. There is no easy way for me to get a copy for you to archive for future FOIL requests. Spectrum will not allow anyone to "grab" video from their server. The files are large and I do not want the responsibility of having the meetings on my computer.

As I have previously expressed, I suggest that you not rely on Spectrum to get your meetings to the public. You can invest in a fixed camera(s) such as the County Legislature is using and live stream and/or put on your websites (or YouTube) and then archive. This would also make FOIL requests easier to handle. Jim Forshee has indicated he would be willing to meet to offer advice about both processes and discuss what equipment would be needed. His e-mail is: james.forshee@cortland.edu

I have filmed these meetings for 15 years and I volunteered over 2,000 hours because I felt it was a valuable service to the community. I am sorry I cannot continue. Spectrum's requirements are now more than I want to tackle as a volunteer. I will continue to film programs for historical societies etc for these agencies to preserve and air on YouTube. For governmental meetings, I think it is time to utilize modern technology as fewer people will be accessing content via traditional cable.

Sincerely,



Sharon Stevans

*RESOLUTION TO PURCHASE PLAYGROUND EQUIPMENT THAT MEETS ADA REQUIREMENTS
FOR GUTCHESS LUMBER SPORTS COMPLEX FROM UNCOMMITTED CDBG PROGRAM INCOME*

Resolution Number ___ of 2018

Whereas, the Town of Cortlandville has received funds known as program income under the New York State Community Development Block Grant (CDBG) Program (the "Program"), and

Whereas, the Housing Trust Fund Corporation (HTFC), the funding mechanism for the NYS Office of Community Renewal (OCR), which administers the Program, allowed CDBG recipients to retain and re-use the program income for additional CDBG-eligible activities in the past, and

Whereas, pursuant to federal regulations at 24 CFR 570.489(e), the HTFC recently changed its policy regarding the retention and re-use of program income to require CDBG recipients to return program income that is uncommitted to, or are unlikely to be applied to an eligible activity by March 31, 2019, and

Whereas, the Town reported a total of \$84,292.39 in "uncommitted" program income as of March 31, 2018 to HTFC/NYS OCR, and

Whereas, NYS OCR has approved the use of the Town's uncommitted program income, as well as CDBG loan repayments received by the Town since April 1, 2018, for the purchase of certain playground equipment to be installed at that Gutches Lumber Sports Complex that is "ground level accessible" and/or "accessible-by-transfer" removing barriers impeding children of all abilities to engage in play, and

Whereas, NYS OCR has determined that a "commitment of funds" is achieved when the recipient's legislative body has allocated funds by resolution to a specific project deemed eligible by NYS OCR,

NOW, Therefore Be It Resolved: that uncommitted program income of \$84,292.39 retained by the Town is hereby committed to the Gutches Lumber Sports Complex Playground Project, and

Be it Further Resolved, that the Town commits Community Development Loan repayments received from Forkey Construction and Fabrication since April 1, 2018, as necessary to complete the purchase of the equipment detailed in a July 3, 2018 letter to Mr. Jason Purvis, Program Director, NYS OCR.

1-9

TOWN OF CORTLANDVILLE

Resolution Accepting inclusion in the Tioughnioga River
Local Waterfront Revitalization Program Plan Update

WHEREAS, the City of Cortland, in partnership with 11 associated Villages and Towns along the Tioughnioga River in Cortland County, including the Town of Cortlandville, initiated preparation of a Local Waterfront Revitalization Program in cooperation with the New York State Department of State in accordance with the provisions of Executive Law, Article 42; and

WHEREAS, the Draft Local Waterfront Revitalization Program (LWRP) was completed in 2010 but was not formally adopted; and

WHEREAS, the City of Cortland wishes to submit an application for preparation for an update and adoption of the Tioughnioga River Local Waterfront Revitalization Program Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Cortlandville fully supports the City's application and agrees to partner with the City on the development and adoption of the revised LWRP.

BE IT FURTHER RESOLVED, the Town of Cortlandville commits \$2,500 toward the required 25% match of the project.



Town of Cortlandville

Highway Department

4765 Route 41

Cortland, New York 13045

Phone: 607-756-8241 Fax: 607-756-0512

July 10, 2018

Kristen Rocco-Petrella
Town Clerk
3577 Terrace Road
Cortland, New York 13045

Dear Mrs. Rocco-Petrella:

This letter is notification that I would like to hire Damian Walker Full Time as a Building and Grounds Laborer effective 7/22/18. He is currently employed with the Town of Cortlandville as Part Time Summer Help.

If you should have any questions, please contact me at the above phone number.

Respectfully,

Glenn Bassett
Highway Superintendent