



July 16, 2018

Ms. Katherine S. Wickwire
Chairperson
Town of Cortlandville Planning Board
Raymond G. Thorpe Municipal Building
3577 Terrace Road
Cortland, NY 13045

Re: *Proposed Leonidas Group of Virgil, LLC Starr Road Residential PUD - Site Plan Review*
CHA Project No. 19646-5005-30300

Dear Ms. Wickwire:

As requested by the Planning Board, CHA has reviewed the following:

- Starr Road Residential PUD plans, dated June 17, 2018, and prepared by Timothy C. Buhl, P.E.
- Cortland County Soil and Water Conservation District letter to CHA, dated June 21, 2018
- Timothy C. Buhl, P.E. letter to Kathleen McGrath, dated June 17, 2018
- Storm Water Pollution Prevention Plan for the Proposed Starrlite Ridge Residential PUD, dated March 2018, and prepared by Timothy C. Buhl, P.E.
- Starr Road Residential PUD plans, dated March 23, 2018, and prepared by Timothy C. Buhl, P.E.

It is our understanding that the Applicant is proposing to construct a total of ten (10) 2-unit duplex homes, three (3) 8-unit buildings, and one (1) 6-unit building in three (3) phases. The proposed sanitary sewer main and water main will become public Town utilities, and the proposed roadway will be built to Town standards but remain a private roadway for the time being. The Town Board has approved the Residential Planned Unit Development (PUD) and Aquifer Permit for this property, along with the completion of SEQRA.

Based upon our review of the documents, we offer the following comments for consideration by the Town of Cortlandville Planning Board:

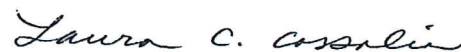
1. The Applicant shall provide a Phasing Plan that shows the extent of construction to take place in each phase/stage. For development in stages, a separate application for final site plan approval shall be made with each stage.
2. Building elevations, materials, and color selections shall be provided to the Planning Board for review and approval.
3. The grading should not be shown on the Proposed Site Plan (PUD-1) in order for the site features and dimensions to be more clearly shown. It may be useful to reduce the scale of the drawings and divide the site onto multiple sheets.
4. The building setbacks to the property lines (south, west, east) should be denoted on the site plan.
5. The parking spaces shall be at least 10 feet wide and 20 feet long and the dimensions shall be shown on the site plan, including the dimensions of the maneuvering area, aisles, access drives, and roadway. There are a total 80 parking spaces for the 6- and 8-unit buildings and community center. It appears that there is one parking space in the driveway for each unit of the 2-unit buildings plus a garage space. The driveway parking space shall be dimensioned on the site plan to ensure that there is an appropriate sized space that does not encroach into the roadway and ensures there is space for a turning movement.

6. It appears that there is an existing 100' wide easement for the high-power lines along the west side of the property. The Applicant shall contact the utility company to gain approval for the work proposed within the easement. The applicant should provide written documentation as to the power company's approval of the site layout.
7. The Planting Plan shall include all proposed plants and required trees, along with the quantity of plants and trees for the entire project denoted in the Planting Schedule. Detailed planting plans have been provided for the 2-unit and 8-unit building, but this should also be provided for the 6-unit building, community center, and playground areas.
8. The Applicant shall note the play elements that will be included in each of the playground areas.
9. A Lighting and Photometric Plan shall be provided. Please clarify if the lights along the roadway will be within the highway right-of-way. The proposed building mounted lights shall also be detailed.
10. Any signage that is proposed should be shown and detailed on the plans.
11. The proposed highway right-of-way shall be shown on the site plan, along with the proposed easements for the sanitary sewer main, water main, and stormwater management areas. It is unclear on the plans of the Applicant's intent to construct public utilities that are to be dedicated to the Town and the need for a future highway right-of-way.
12. The roadway and sidewalks will need to be designed to Town Standards according to Chapter 135 of the Town Code. Please review this Chapter and make the necessary modifications to the plans.
13. The roadway shall provide for 2 lanes, each 14 feet wide and with one-foot shoulders along the edges. The roadway grading should be modified to show a crown in the roadway.
14. It appears that the 5' wide concrete sidewalk (pedestrian walkway) is directly adjacent to the drive lane along the roadway. Consider moving sidewalk outside of the proposed highway-right-of-way, as there should be a landscaped area between the paved shoulder of the road and the street side edge of the sidewalk.
15. Clarify where the use of integral curb and sidewalk is being utilized.
16. A cul-de-sac will need to be provided that has a minimum one-hundred-foot-diameter paved circle with a one-hundred-twenty-foot right-of-way diameter minimum.
17. There are two different pavement road cross section shown on plans (Sheets ST-2 and ST-5). Please clarify. Oil and stone is not acceptable for the proposed Town roadway. Refer to Chapter 135 for pavement requirements.
18. Details for the emergency access control at the connection with Parti Drive shall be provided. The roadway connection to Parti Drive will need to be reviewed, approved, and permitted by the Town's Highway Superintendent.
19. Provide an Engineering Report for the Water and Sanitary Sewer utilities. Complete construction design documents and technical specifications will also need to be provided to the Town for review and approval. All utilities are to be located in the proposed Town right-of-way (or easements should the roadway remain private). The design, construction, inspection, and testing of the sanitary sewer and water main will be the responsibility of the developer.
20. Both the water main and sanitary sewer should be connected to the existing systems on Starr Road closer to the intersection of the new roadway. The utilities should be away from the infiltration basin and within the proposed highway right-of-way.
21. The water main should be designed and installed at a more consistent grade and not be "stepped".
22. Water services shall be REHAU Municipex CTS tubing. Please verify water service sizes for each of the buildings and 1½" piping will not be permitted.
23. Please clarify if the buildings will be sprinklered.
24. Due to the slope of both the water and sanitary sewer, ABS trench dams shall be installed along the pipe runs.
25. The sanitary sewer lateral (size, location, and slope) and cleanout shall be shown for each building.

26. The design of roadway intersection at Starr Road will need to comply with Cortland County Department of Transportation standards and procedures. The developer will be required to obtain a Highway Work Permit from the County DOT.
27. The Applicant will also need to obtain approval from the Cortland County Department of Health and NYS Department of Environmental Conservation for the public utilities.
28. The Homeowner's Associations Offering Plan shall outline operation and maintenance of the common areas. The Applicant shall provide a copy to the Town Planning Board and Town Attorney for review.
29. The Applicant should address the recommendations presented in the June 21, 2018 letter from Cortland County Soil and Water Conservation District (CCSWD). CHA completed a general overview of the SWPPP, grading, drainage, erosion and sediment control plan, and bio-retention/rain gardens in concert with the CCSWD review. As such, CHA offers the following additional comments:
 - a. The infiltration testing data shall be provided and include information such as depth of hole and pre-soaking method.
 - b. The construction sequencing that is referenced in the SWPPP also needs to be shown on the plans. The sequencing information on the plans should clearly specify how to handle the infiltration practices during construction.
 - c. The proposed use of the bioretention areas and infiltration basin as sediment traps during construction is not the most desirable situation. The contractor will need to use best practice to remove the accumulated sediment and fabric at the end of construction and then ensure that the basins are suitable for post-construction use. CCSWD should monitor and inspect this
 - d. The Applicant will need to file the Notice of Intent with the NYS Department of Environmental Conservation once the SWPPP is approved.
30. Since the roadway is to be constructed to Town standards, but remain private for the time being with the potential for the roadway to be dedicated to the Town in the future, it is our recommendation that a discussion take place between the Town Attorney, Highway Superintendent, Water & Sewer Superintendent, Applicant, and our office to review the impacts that this situation creates. The Town Highway Superintendent and Town Sewer & Water Superintendent should be an integral part of the planning, review and approval of the roadway and utilities.

We trust that you will find these comments useful in your review of the proposed project. We request that the Applicant address the comments above and provide updated documents. If you have any questions, please do not hesitate to contact me.

Very truly yours,



Laura C. Cassalia, P.E.
Project Manager

Encs.

cc: John B. Folmer- Town Attorney
Bruce Weber-Planning/Zoning Officer
Peter Alteri- Town Water & Sewer Superintendent
Glenn Bassett- Town Highway Superintendent
Kathleen McGrath- Cortland County Soil & Water Conservation District
Al Kryger, Leonidas Group of Vigil, LLC -Applicant
Tim Buhl, P.E.-Applicant Engineer



TIMOTHY C. BUHL, P.E.

35 Fire Lane 24
Auburn, NY 13021
(607) 423-1919

July 23, 2018

Ms. Katherine S. Wickwire
Planning Board Chairperson
Town of Cortlandville
3577 Terrace Road
Cortland, NY 13045

Re: Leonidas Group – Proposed Starr Road Residential PUD
CHA Project Review Letter of July 16, 2018 & Revised Site Plan Submittals

Dear Ms. Wickwire:

Separately we have forwarded the Town updated copies of the site plans and SWPPP documents for the Starlite Ridge project. Below you will find a point-by-point response to both CHA's review letter and to those of the CCSWCD district's letter as well. Please see our responses in boldface type below:

1. The Applicant shall provide a Phasing Plan that shows the extent of construction to take place in each phase stage. For development in stages, it separate application for final site plan approval shall be made with each stage.

Originally It is planned to construct the project in 2-3 phases; at this time it is planned to be done all in one phase. If this approach changes, separate site plan approvals will be made.

2. Building elevations, materials, and color selections shall be provided to the Planning Board for review and approval.

These were previously submitted to the Town Planning Board for approval.

3. The grading should not he shown on the Proposed Site Plan (PUD- 1) in order for the site features and dimensions to be more clearly shown. It may be useful to reduce the scale of the drawings and divide the site onto multiple sheets.

This has been done in the revised plan set.

4. The building setbacks to the property lines (south, west, east) should be denoted on the site plan.

This has been done in the revised plan set.

5. The parking spaces shall be at least 10 feet wide and 20 feet long and the dimensions shall be shown on the site plan, including the dimensions of the maneuvering area, aisles, access drives, and roadway. There are a total 80 parking spaces for the 6- and 8-Pleax buildings and community center. It appears that there is one parking space in the driveway for each unit die 2-unit buildings plus a garage space. The driveway parking space shall be dimensioned on the site plan to ensure that there is an appropriate sized space that does not encroach into the roadway and ensures there is space for a turning movement.

This has been done in the revised plan set.

6. it appears that there is an existing 100' wide easement for the high-power lines along the west side of the property. The Applicant shall contact the utility company to gain approval for the work proposed within the easement. The applicant should provide written documentation as to the power company's approval of the site layout.

A copy of the easement is attached. Written confirmation form National Grid will be obtained prior to the submittal of a building permit.

7. The Planting Plan shall include all proposed plants and required trees, along with the quantity of plants and trees for the entire project denoted in the Planting Schedule. Detailed planting plans have been provided for the 2-1-Unit and 8-unit building, but this should also be provided for the 6-unit building, community center, and playground areas.

This has been done in the revised plan set.

8. The Applicant shall note the play elements that will be included in each of the playground areas.

This has been done in the revised plan set.

9. A Lighting and Photometric Plan shall be provided. Please clarify if the lights along the roadway will be within the highway right-of-way. The proposed building mounted lights shall also be detailed.

This has been done in the revised plan set. All site lighting will be out of any Town dedicated easements and be privately owned.

10. Any signage that is proposed should be shown and detailed on the plans.

Final signage has not been determined at this time. They will be typical for a development of this nature – a main entrance sign, traffic control signs, building announcement signs, and an emergency access only sign at the Parti Drive gate. All signs will be conforming to Town requirements and separate sign permit will be applied for at the time of the building permit application.

11. The proposed highway right-of-way shall be shown on the site plan, along with the proposed easements for the sanitary sewer main, water main, and stormwater management areas. It is unclear on the plans of the Applicant's intent to construct public utilities that are to be dedicated to the Town and the need for a future highway right-of-way.

The proposed 60' wide utility easement has been shown in the revised plan set. It is proposed to dedicate the sewer and water mains to the Town; both the access road and the stormwater management areas will be owned and maintained by the project homeowner's association.

12. The roadway and sidewalks will need to be designed to Town Standards according to Chapter 135 of the Town Code. Please review this Chapter and make the necessary modifications to the plans.

The integral road/walk was originally approved in the PUD process. As the road will not be dedicated to the Town, it is proposed to keep the section the same.

13. The roadway shall provide for 2 lanes, each 14 feet wide and with one-foot shoulders along the edges. The roadway grading should be modified to show a crown in the roadway.

The roadway as proposed has 2 lanes at 12' each plus a 5' walkway area. It is not proposed to be dedicated to the Town. The design always had a crown shown on the road section but was not emphasized on the plan. This has been corrected in the revised plan set.

14. It appears that the 5' wide concrete sidewalk (pedestrian walkway) is directly adjacent to the drive lane along the roadway. Consider moving sidewalk outside of the proposed highway-right-of-way, as there should be a landscaped area between the paved shoulder of the road and the street side edge of the sidewalk.

The walk is adjacent to the drive lane and is of the same construction as the road section. This is the preferred design of the project owner, as there are numerous other interconnecting pathways for resident to use between buildings and the recreational amenities.

15. Clarify where the use of integral curb and sidewalk is being Utilized.

The integral curb/walk will only be used in the parking areas in front of the multi-family units, as shown on the plan set.

16. A cul-de-sac will need to be provided that has a minimum one-hundred-foot diameter paved circle with a one-hundred-twenty-foot right-of-way diameter minimum.

As the cul-de-sac is not to be dedicated to the Town and will be a privately maintained access to the cluster of duplex units is no need to increase the diameter – emergency access is more than adequate for all vehicle types.

17. There are two different pavement road cross section shown on plans (Sheets ST-2 and ST-5). Please clarify. Oil and stone is not acceptable for the proposed Town roadway. Refer to Chapter 135 for pavement requirements.

The two road sections were for different locations – the 20' wide section was for access to the multi-family units, the other was for the main access road through the development. As the main road will not be dedicated to the Town, it is proposed to remain as oil & stone.

18. Details for the emergency access control at the connection with Parti Drive shall be provided. The roadway connection to Parti Drive will need to be reviewed, approved, and permitted by the Town's Highway Superintendent.

The emergency access control concept has been discussed with the Town Highway Superintendent and a schematic layout is attached to this letter. It will consist of a swing-type tube steel gate with a motorized operator and access control with a keypad, fob, or cell phone controller. Once approved by the Highway Superintendent, the details will be added to the final plans set.

19. Provide an Engineering Report for the Water and Sanitary Sewer utilities. Complete construction design documents and technical specifications will also need to be provided to the Town for review and approval. All utilities are to be located in the proposed Town right-of-way (or easements should the roadway remain private) The design, construction, inspection, and testing of the sanitary sewer and water main will be the responsibility of the developer.

The project engineering report and technical specifications will be prepared as part of the final design submittal package to the Cortland County Health Department and the NYSDEC for their approvals. All utilities will be located within the proposed Town easement, and all testing and inspection will be done by the developer. The typical practice of Town approvals on all materials and periodic Town observations of the construction progress will also be part of the process.

20. Both the water main and sanitary sewer should be connected to the existing systems on Starr Road closer to the intersection of the new roadway. The utilities should be away from the infiltration basin and within the proposed highway right-of-way.

This has been done in the revised plan set.

21. The water main should be designed and installed at a more consistent grade and not be "stepped".

This has been done in the revised plan set.

22. Water services shall be REHAU Municipex CTS tubing. Please verify water service sizes for each of the buildings and 1-1/2" piping will not be permitted.

This has been done in the revised plan set – 2" minimum tubing is proposed.

23. Please clarify if the buildings will be sprinklered.

It is not planned to sprinkle the buildings.

24. Due to the slope of both the water and sanitary sewer. ABS trench dams shall be installed along the pipelines

This is understood, and a note has been added to the revised plan set.

25. The sanitary sewer lateral (size, location, and slope) and cleanout shall be shown for each building.

This has been done in the revised plan set.

26. The design of roadway intersection at Starr Road will need to comply with Cortland County Department of Transportation standards and procedures. The developer will be required to obtain a Highway Work Permit from the County DOT.

This has been done in the revised plan set, and it is understood that a county highway permit will be required.

27. The Applicant will also need to obtain approval from the Cortland County Department of Health and NYS Department of Environmental Conservation for the public utilities.

This is understood, as reference in #19 above.

28. The Homeowner s Associations Offering Plan shall outline operation and maintenance of the common areas. The Applicant shall provide a copy to the Town Planning Board and Town Attorney for review.

The Offering Plan has been previously submitted to the Town.

29. The Applicant should address the recommendations presented in the June 21, 2018 letter from Cortland County Soil and Water Conservation District (CCSWCD). Has completed a general overview of the SWPPP, grading, drainage, erosion and sediment control plan, and bio-retention/rain gardens in concert with the CCSWCD review. As such, CHA offers the following additional comments:

As per the June 21,2018 CCSWCD letter, the revised SWPPP (& Stormwater Management Plan) now reflect a 2" per hour infiltration rate for the basin. It is felt that this rate is overly conservative, due to the onsite testing performed and our past project experience in Cortland County's glacial outwash soils. For the proposed development, even with this new limitation, the revised model shows no discharge from the basin for the 1 and 10-year storms, and only a 2.2 cfs discharge for the 100-year storm. This is down from a peak of 46.26 cfs from the undeveloped site, which means the proposed facilities more than meet the regulatory requirement of no

increase. Further, with just this limited discharge due to overly restrictive infiltration rates (2"/hr instead of the 10"/hr originally proposed, and the average 60"/hr observed in the three lower test pits), it is our opinion that no discharge will occur from the site even from a 100-year storm.

a. The infiltration testing data shall be provided and include information such as depth of hole and pre-soaking method.

The infiltration testing data was submitted to the CCSWCD earlier – the three test holes at the base were 11.5' deep, had bony gravel and cobbles from 4' to depth, and no groundwater was observed. The holes were presoaked 3 times, and infiltration rates varied from 30 seconds per inch to 1 minute per inch at 5' and 11' deep.

b. The construction sequencing that is referenced in the SWPPP also needs to be shown on the plans. The sequencing information on the plans should clearly specify how to handle the infiltration practices during construction.

Prior to submittal of the NOI, notes will be added to the drawing to augment the SWPPP report.

c. The proposed use of the bioretention areas and infiltration basin as sediment traps during construction is not the most desirable situation. The contractor will need to use best practice to remove the accumulated sediment and fabric at the end of construction and then ensure that the basins are suitable for post-construction use. CCSWCD should monitor and inspect this

We have use this method in the past on several projects and it reduces disturbance and works well going forward . We would welcome CCSWCD (Kathy McGrath) to the site and her input during construction.

d. The Applicant will need to file the Notice of Intent with the NYS Department of Environmental Conservation once the SWPPP is approved.

We already plan on doing this submittal as noted above – it is required by law.

30. Since the roadway is to be constructed to Town standards but remain private for the time being with the potential for the roadway to be dedicated to the Town in the future. it is our recommendation that a discussion take place between the Town Attorney, Highway Superintendent. Water & Sewer Superintendent. Applicant, and our Office to review the impacts that this situation creates. The Town Highway Superintendent and Town Sewer & Water Superintendent should be an integral part of the planning, review and approval of the roadway and utilities.

Since it is not planned to turn the main roadway over to the Town, this item is less critical. That said, we look forward to working with both Town Superintendents, other Town officials, and CHA to make sure not only the utility installations are acceptable, but the entire project is developed as planned and as approved.

We hope that the above response to the CHA comments and the revised plans and SWPPP document will help in your finalization of the site plan review. If you need anything additionally, please let me know.

Very truly yours,

TIMOTHY C. BUHL, P.E.



Timothy C. Buhl, P.E.

Cc: Al Kryger
Kathy McGrath, CCSWCD
Bruce Weber
Laura Casalia, CHA

said point being in the division line between the lands of the Grantors on the east and the lands of Pinehurst Development Corporation on the West and running thence N 7° 58' E along said monumented center line and said property division line and the property division line between the lands of the Grantors on the east and the lands of the Estate of Lucy Thornton on the west approximately 724 feet to a point where said center line angles to the west on the lands of the Estate of Lucy Thornton.

Excepting from said described strip of land that portion owned by Pinehurst Development Corporation and the Estate of Lucy Thornton.

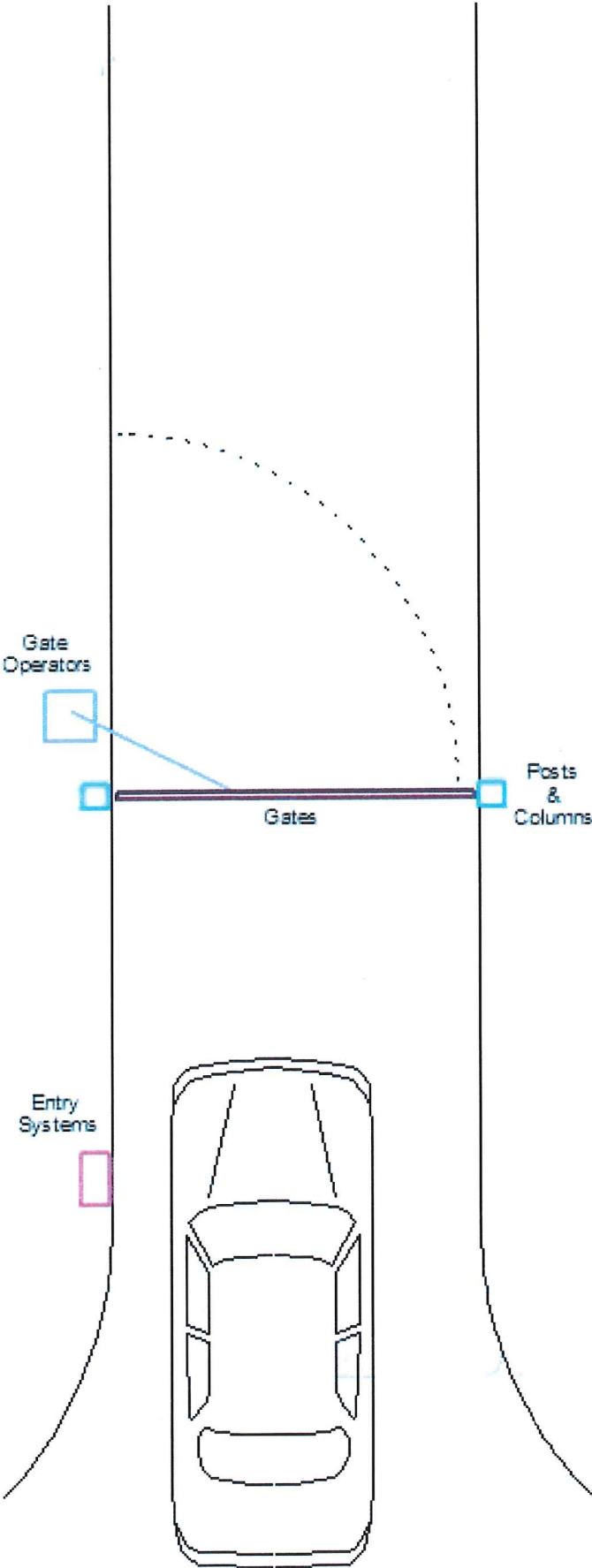
Together with the right of reasonable access over the Grantor's premises thereto from the highway adjoining said premises and of passage thereover on foot or with vehicles so far as the same shall be deemed necessary for the full enjoyment hereof or for reaching the Company's right of way on neighboring lands. Also the right to extend guy wires and anchors outside of said strip of land at angle points where deemed necessary by the Company.

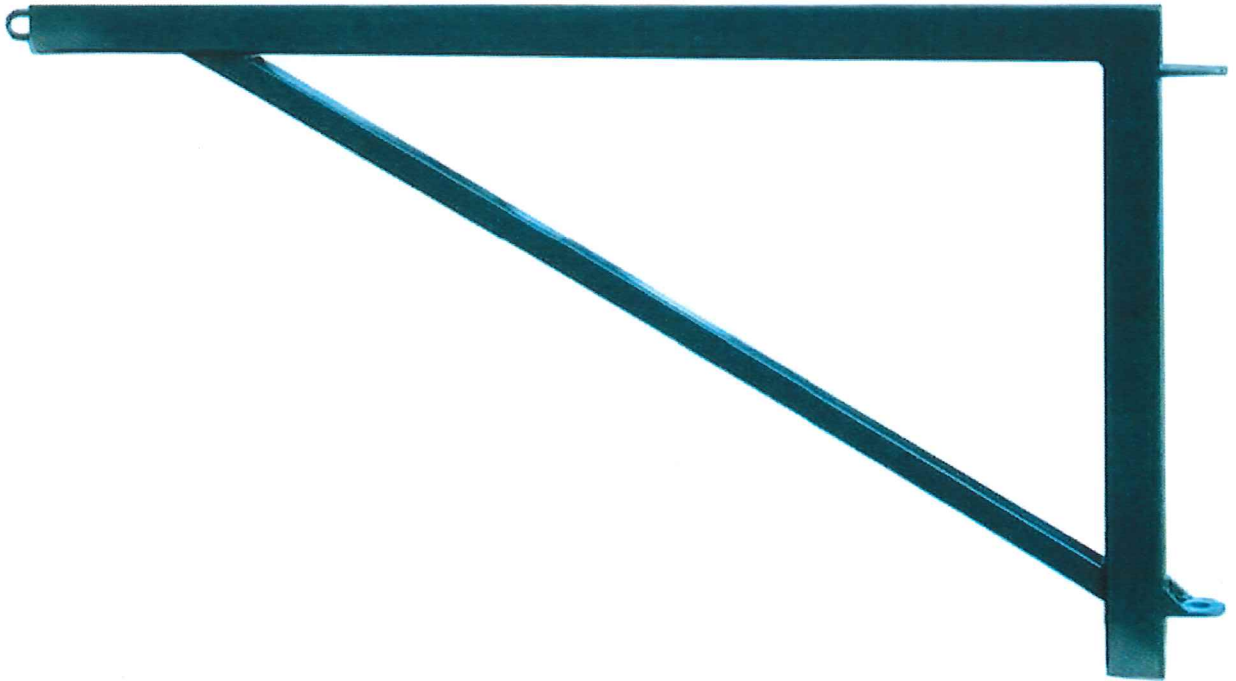
With the right to trim, cut and remove all trees, limbs, brush or other obstructions within said strip of land and any trees outside of said area which in the opinion of the Company may be likely to fall upon said lines or to interfere with the satisfactory operation thereof. The Grantor covenants as a covenant running with the land that, without the written consent of the Company, no buildings or other structures shall be erected or suffered upon said strip of land, and that no other electric line or wire, poles or other structures shall be permitted to cross the right of way, hereby granted, except at standard clearance distance from the Company's lines.

This grant is made on the express undertaking of the parties hereto, that if in entering the premises for the purpose of constructing, maintaining or repairing said lines, any damage is done to crops, stock, buildings or trees, the

PROPOSED EMERGENCY ACCESS GATE

STARLITE RIDGE/PARTI DRIVE





ON THE MOTION OF Danny Ross
Amy Bertini

RESOLUTION NO. 18-24

GML#87.00-05-05.000 &
87.00-05-11.000
Town of Cortlandville
Zoning Map Amendment &
Area Variances
Pothos

WHEREAS, on June 29, 2018 the Zoning Officer, Town of Cortlandville, pursuant to General Municipal Law 239 M submitted an application for a Zoning Map Amendment and Area Variances because the properties are located within 500 feet of US Route 11/NYS Route 41 and Interstate Route 81, 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 July 13, 2018, which is on file, AND

WHEREAS, the Cortland County Planning Board on July 18, 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 approval of this application for a zoning map amendment as the B-3 District appears to be the appropriate designation for the 2.82 +/- acre property as it is surrounded by B-3 zoned properties and is separated from other properties zoned AG by Interstate Route 81, AND

BE IT FURTHER RESOLVED, that the Board recommends returning the area variance request for local determination with any positive consideration contingent upon the following:

1. the Town weighing the benefit of exceeding the height and square footage of signage to the applicant vs. the health, safety and welfare of the community/neighborhood as is required before any area variance may be granted.
2. that if positive consideration is given to the area variances, that the signage

be limited to the maximum NYS Department of Transportation (DOT) allowances (325 sq. ft. double sided signs with a maximum height of 30 ft.).

3. the applicant obtaining written approval from the NYSDOT of any signage approved by the Town including height, area and location of signs before any erection of signage on this site commences.
4. contingent upon compliance with SEQR requirements, AND

BE IT FURTHER RESOLVED, that the Board notes that any lighting of the proposed signs also requires Town and NYSDOT approval, 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 Zoning Officer, Town of Cortlandville.

Wendy Miller, Secretary
Cortland County Planning Board
July 18, 2018

Ayes: 8
Nays: 0

July 13, 2018

GML# 87.00-05-05.000 &
87.00-05-11.000
Town of Cortlandville
Zoning Map Amendment & Area Variances
Pothos

TO: Cortland County Planning Board

FROM: Cortland County Planning Department

This application for a zoning map amendment and area variances is being referred to the Cortland County Planning Board pursuant to General Municipal Law 239-M because the properties are located within 500 feet of US Route 11/NYS Route 41 and Interstate Route 81.

GENERAL INFORMATION

Date Received: June 29, 2018

Applicant: Emmanuel Pothos
109 N. Main Street
Cortland, NY 13045

Status of Applicant: owner

Requested Action: zoning map amendment and area variances

Purpose: to rezone a 2.82+/- acre parcel from AG (Agricultural) to B-3 (Planned Commercial Business) and to place a total of three off-premise signs on this property and an adjoining 13.01+/- acre parcel

Location: north of Weaver Road and south of Interstate Route 81

Size: 15.83± acres total

Existing Zoning: AG (Agricultural) – 2.82+/- acre parcel
B-3 (Planned Commercial Business) – 13.01+/- acre parcel

Existing Land Use: Agricultural

- Surrounding Zoning:** AG (Agricultural),
B-3 (Planned Commercial Business) and
I-2 (General Industrial)
- Surrounding Land Uses:** N – Interstate Route 81
S - Agricultural, residential, woods
E - Interstate Route 81
W– Agricultural, residential
- Existing Regulations:** Code of the Town of Cortlandville
Chapter 178 Zoning
Article III – Agricultural Districts
Section 178.12. Permitted agricultural uses.
Section 178.13. Permitted residential nonfarm uses
Section 178.14. Permitted uses subject to site plan approval.
Section 178.15. Uses subject to conditional permit
Article VIIIA – Planned Commercial Business District
Section 178.36.8. – Permitted structures and uses subject to
site plan approval
Section 178-36.9. – Uses subject to conditional permit
Article XVIII – Signs
Section 178-111. Sign placement and construction
Requirements
Section 178-112. Permitted signs
B. Requiring building permit
(4)
Article XXI – Zoning Board of Appeals
Section 178-132. Duties and powers
B.

ANALYSIS -

The applicant is requesting a zoning map amendment to rezone a 2.82+/- acre parcel from AG (Agricultural) to B-3 (Planned Commercial Business) and area variances to place a total of three off-premise signs on this property and an adjoining 13.01+/- acre parcel. The properties are located on the north side of Weaver Road and south of Interstate Route 81.

Off-premises signs are only permitted in the Business and Industrial Districts. NYS Department of Transportation (DOT) sign regulations also permit off-premises signs within 660 ft. of an interstate right of way in all commercial and industrial zones within the boundaries of incorporated municipalities as those boundaries existed on September 21, 1959. It appears that the subject properties were zoned for commercial purposes on September 21, 1959 and would therefore qualify for the placement of off-premises signs within 660 ft. of the

Interstate Route 81 right of way. The NYSDOT sign regulations however also require the properties to have an existing commercial zoning designation in order to be able to meet the NYSDOT requirements for the placement of off-premises signs within 660 ft. of an interstate right of way. Since the 2.82 +/- acre parcel is currently zoned Agricultural, the applicant is requesting a zoning map amendment to B-3 (Planned Commercial Business) to comply with NYSDOT requirements that the property also have an existing commercially zoned designation. It should be noted that this 2.82 +/- acre parcel has no road frontage and is surrounded by B-3 zoned properties on the south side of Interstate Route 81. It is separated from other properties zoned AG by Interstate Route 81. It therefore seems that the B-3 District is the appropriate designation for this property as it is surrounded by B-3 zoned properties and is separated from other properties zoned AG by Interstate Route 81.

The applicant is proposing to construct three monopole off-premises signs, two on the existing 13.01 +/- acre parcel and one on the 2.82 +/- acre parcel. Each sign would be separated from the next sign by approximately 500 ft. Each sign would have two faces in a V-shaped pattern at a 30 degree angle with the maximum distance from the far edge of the sign faces being 30 ft. to allow view from both directions on Interstate Route 81. Each sign would be 65 ft. in height with each sign face having an area of 14 ft. by 48 ft. (672 sq. ft.). Therefore, the total area of signage requested is 4,032 sq. ft. (six sign faces at 672 sq. ft. each).

The Town's zoning law allows off-premises signs up to a maximum area of 75 sq. ft. with one sign per 300 ft. of frontage on a public street right of way. The two properties combined have 1,680 ft. of 'frontage' along Interstate Route 81 which would allow up to five off-premises signs. It is unclear from the Town's zoning law as to whether each sign face would constitute a separate sign (six) or if each sign structure is considered a single sign. Regardless, each proposed sign area (672 sq. ft.) greatly exceeds the maximum permitted area per sign (75 sq. ft.). The height of the proposed signs (65 ft.) also greatly exceeds the maximum permitted height (8 ft.) allowed for off-premises signs per the Town's zoning law. NYSDOT sign regulations permit signs with a maximum area 1,200 square feet, a minimum of 500 ft. apart, with a maximum height of 30 feet and a maximum length of 60 feet. Signs which exceed 325 square feet in area also may not be double-faced.

The Town's zoning law therefore appears to allow up to five signs on this property not to exceed 75 sq. ft. in area each and not to exceed 8 ft. in height. The applicant has therefore applied for area variances. In order for these area variances to be granted, the Town must weigh the benefit of exceeding the height and square footage of signage to the applicant vs. the health, safety and welfare of the community/neighborhood. As noted above, the NYSDOT allows signs to have a maximum area of 1,200 sq. ft. each or 325 sq. ft. if double sided with a maximum height of 30 feet. It is therefore recommended that if positive consideration is given to granting area variances for the proposed signage, that the signage be limited to the maximum NYSDOT allowances (325 sq. ft. double sided signs with a maximum height of 30 ft.). It is also recommended that the applicant obtain written approval from the NYSDOT of any signage approved by the Town including height, area and location of signs before any erection of signage on this site commences.

It should also be noted that the application does not mention any lighting of the proposed signs. Any lighting of the proposed signs also requires Town and NYSDOT approval.

Finally, the applicant has completed Part I of a Full Environmental Assessment Form under SEQR. Parts II and III should be completed by the Town to determine if there may be any significant adverse environmental impacts as a result of the proposed zoning map amendment and area variance.

RECOMMENDATION -

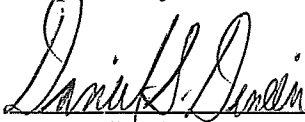
The staff recommends approval of this application for a zoning map amendment as the B-3 District appears to be the appropriate designation for the 2.82 +/- acre property as it is surrounded by B-3 zoned properties and is separated from other properties zoned AG by Interstate Route 81.

The staff further recommends returning the area variance request for local determination with any positive consideration contingent upon the following:

1. the Town weighing the benefit of exceeding the height and square footage of signage to the applicant vs. the health, safety and welfare of the community/neighborhood as is required before any area variance may be granted.
2. that if positive consideration is given to the area variances, that the signage be limited to the maximum NYS Department of Transportation (DOT) allowances (325 sq. ft. double sided signs with a maximum height of 30 ft.).
3. the applicant obtaining written approval from the NYSDOT of any signage approved by the Town including height, area and location of signs before any erection of signage on this site commences.
4. contingent upon compliance with SEQR requirements.

The staff also notes that any lighting of the proposed signs also requires Town and NYSDOT approval.

Prepared by:



Daniel S. Dineen
Director of Planning



June 28, 2018

Dear Mr. Emanuel Pothos,

At your request we have done a preliminary review of a property identified by Town of Cortlandville Tax Map # 87.-05-11 for purposes of qualifying as an off premises advertising site for signage visible to Interstate 81.

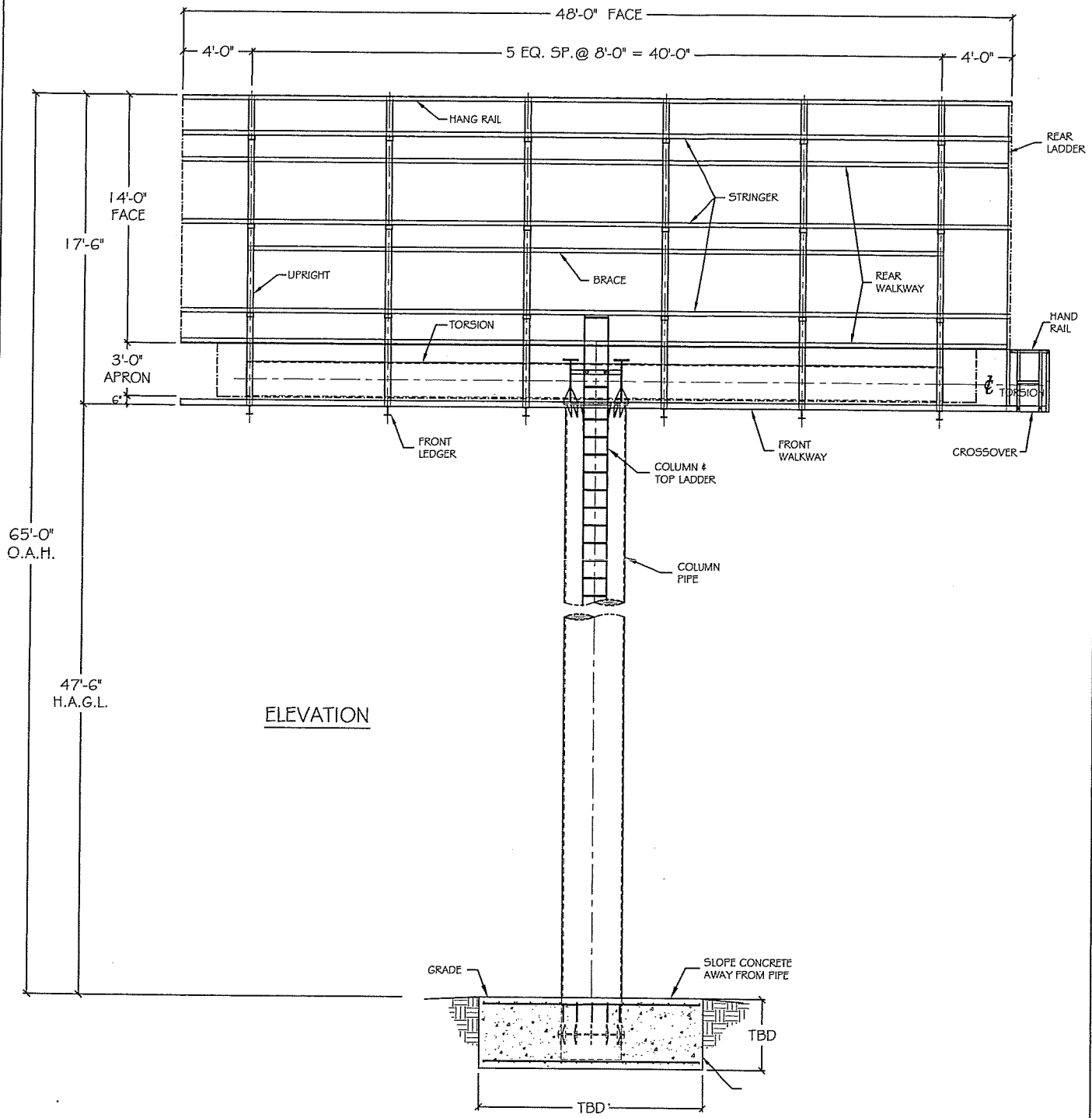
It is our opinion, based in part in our research and in part on a stamped survey identified as job # 18021 and dated 6/1/18 from G. Bruce Davison, that a portion of the identified tax map parcel is situated in an agricultural zone that was zoned commercial as of September 21, 1959. If the current agricultural zoning on that tax map parcel were changed to commercial zoning, as a logical inclusion to the adjacent commercial zone, that portion of the property that falls within the 1959 commercial zone would then qualify for an off premises advertising device.

The zoning change is necessary in order to comply with conditions specified in the 1965 Highway Beautification Act and Title 17, Part 150 of NYS Codes, Rules and Regulations for off premises signing within a "protected area" along an Interstate Route.

If you have any questions regarding this information please contact me by phone at (315) 448-7334 or e-mail at steve.roof@dot.ny.gov .

Very truly yours,

Stephen Roof
Office of Right of Way / Property Management
Acting Real Estate Specialist 2

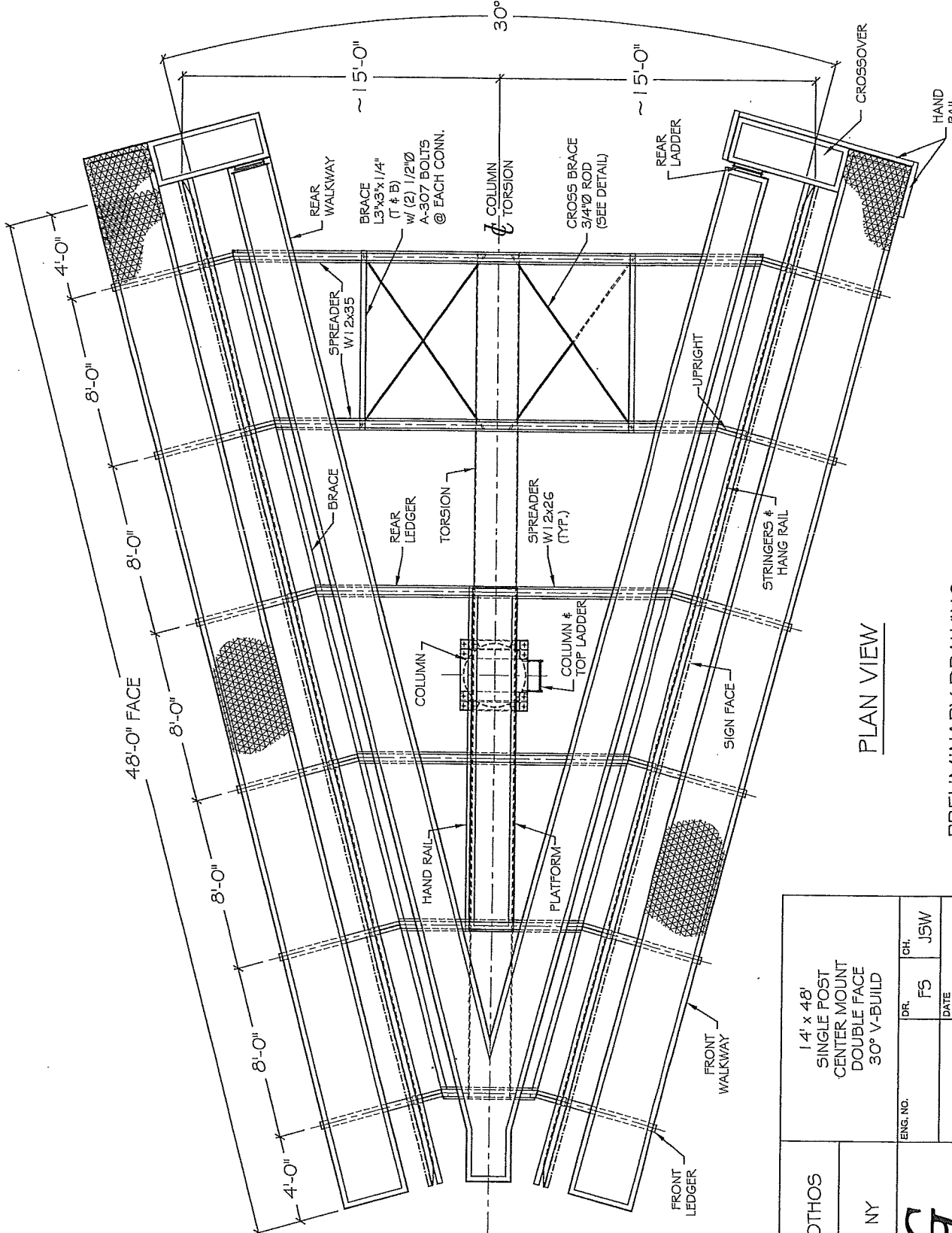


ELEVATION

PRELIMINARY DRAWING
NOT FOR CONSTRUCTION

CUSTOMER		EMMANUEL POTHOS		14' x 48' SINGLE POST CENTER MOUNT DOUBLE FACE 30' V-BUILD	
SIGN LOCATION		POLKVILLE, NY		ENG. NO.	DR. CH.
<p>4425 North 24th Street, Suite 200 Phoenix, Arizona 85016 (602) 230-8634 Fax: (602) 230-9071</p>		DATE		F5	J5W
		SHEET NO.		06/28/18	
JOB NO.		SHEET NO.		1 of 2	

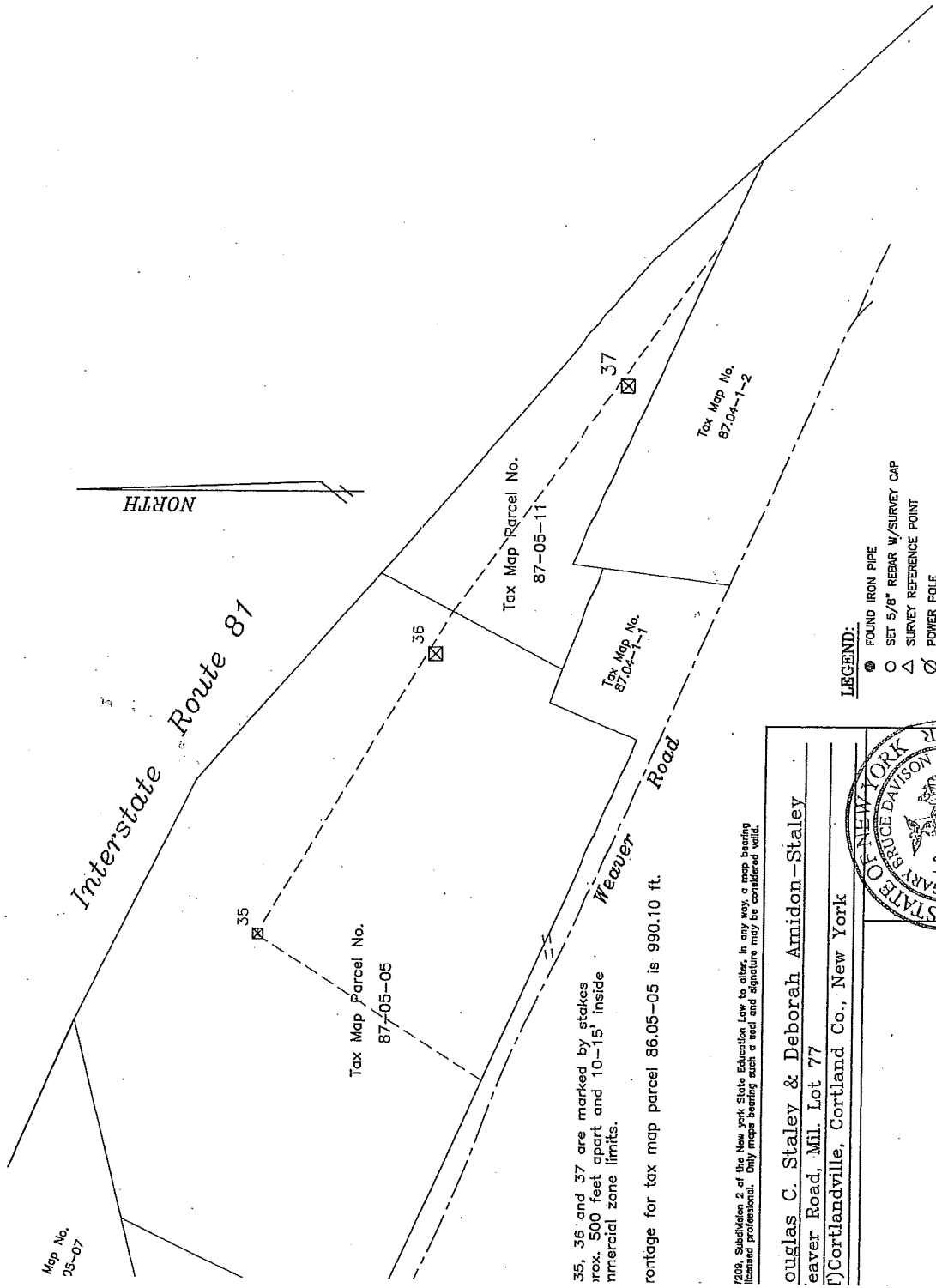
C:\RMG E-SHEETS\2018\148\CMNT\Y 48' SPREAD EMMANUEL POTHOS PLAN ELEVATION



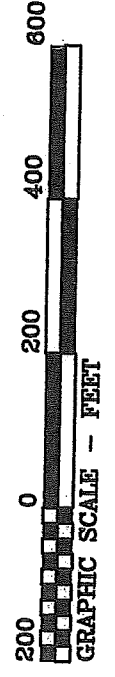
PLAN VIEW

PRELIMINARY DRAWING
NOT FOR CONSTRUCTION

CUSTOMER EMMANUEL POTHOS	14' x 48' SINGLE POST CENTER MOUNT DOUBLE FACE 30° V-BUILD			
	DR.	GH.	DATE	SHEET NO.
SIGN LOCATION POLKVILLE, NY	FS	J5W	06/28/18	2 of 2
	ENG. NO.	JOB NO.		
 RMG Outdoor Inc. 4425 North 24th Street, Suite 200 Phoenix, Arizona, 85018 (602) 238-0684 Fax: (602) 238-0071				



- LEGEND:**
- FOUND IRON PIPE
 - SET 5/8" REBAR W/SURVEY CAP
 - △ SURVEY REFERENCE POINT
 - ∅ POWER POLE



1209. Subordinate 2 of the New York State Education Law to other, in any way, a map bearing this seal and signature may be considered valid.

Douglas C. Staley & Deborah Amidon-Staley Weaver Road, Mil. Lot 77 Cortlandville, Cortland Co., New York			JOB NO. 18021
THIS MAP ACCURATELY REPRESENTS AN ACTUAL SURVEY PERFORMED BY ME HEREIN AND IS SUBJECT TO ANY AND ALL STATE OF FACTS THAT AN EXPERT SURVEYOR MIGHT DISCOVER. G. Staley DATE 6/1/88 S. 159603 STREET 45 PHONE (607) 753-8015			

Emmanuel Pothos
109 N Main Street
Cortland, NY 13045

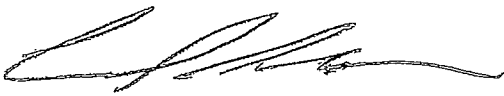
Dear Mr. Supervisor,

I am writing you and the board in regards to a parcel that I recently purchased which is situated in the Town of Cortlandville. The 2 parcels in question are Tax Map ID#: 87.00-05-05.00 (13.01 acre) & 87.00-05-11.000 (2.82 acre). If you can please see the zoning map that is attached with this letter, you will see that the land is located in Polkville NY, in between Route 11 and Interstate 81. Weaver Road, branches off of Route 11. The current zoning of the larger parcel and surrounding parcels is B-3. The smaller parcel (2.82 acres) is currently zoned as Agriculture. I am requesting that your board consider my request to change the zoning for the smaller parcel from Agriculture to B-3.

The two parcels were part of the old Alexander farm, which was recently owned by Doug and Deborah Staley. I purchased the property in June 2018, and upon researching the land, found that the inside smaller parcel's current zoning. I am in the process of working with the ZBA in Cortlandville for an area variance on the larger parcel. As part of my plan, I would like to have the smaller, landlocked parcel have the same zoning classification as its neighboring and adjacent property that I own.

In closing, I am asking the town board to allow the zoning change of the landlocked smaller parcel to be changed from Agricultural (Ag) to B-3. The change will fit with its neighboring parcels which are all B-3. The parcel does not have any road frontage on Weaver Road and essentially can only be accessed from adjacent parcel which was sold in its entirety. If you have any questions or comments, please do not hesitate to contact me at the address above, or by email at: Emmanuel.Pothos@gmail.com or via cell phone: (607)-745-7434.

Respectfully Submitted,



EMMANUEL POTHOS - Owner

TOWN OF CORTLANDVILLE
3577 TERRACE ROAD
CORTLAND, NEW YORK 13045-3552

APPLICATION FOR SITE PLAN APPROVAL

APPLICANT

Name Daniel Horn Fee Paid _____

Address 1393 E River Rd Phone 607-423-0692
Cortland, NY 13045

PROPERTY OWNER

Name Daniel Horn Phone 607-423-0692

Address 1393 E River Rd
Cortland, NY 13045

PROPERTY INFORMATION

Location of property _____
Tax Map No. of Parcel 85.00-08-16

PROPERTY ACQUIRED ON, OR PENDING DATE OF ACQUISITION Dec 31, 2009

IS PROPERTY IN FLOOD PLAIN? YES NO

ZONING DISTRICT _____

PROJECT DISCRPTION see attached

Information to be included will be drawn from a check list in Article XIII, Section 178-71 of the Cortlandville Zoning Law. A sketch plan conference may be deemed necessary by the Planning Board.

DATE OF APPLICATION 7/20/18 Daniel Horn
Signature of Applicant

Zoning Officer

Planning Board Chairperson

PERMIT GRANTED _____

PERMIT DENIED _____

Site Plan Approval request for 922/924 Blue Creek Rd, Cortland NY.

December 31'st of 2009 we purchased the property at 920 Blue Creek Rd.

We subdivided it shortly after the purchase, which created 922/294 Blue Creek Rd.

After the sub division approval in the 2010 we came to be planning board for a site plan approval to build 2 homes and one garage (all attached).

This was approved, and we have been working towards this goal ever since (We are doing most of the work ourselves).

We have built the first home, 922 Blue Creek Rd, which is 95% complete and will be completed this fall.

We are currently building the garage, which will also be completed this fall.

We are about ready to submit plans for the second home, but since so much time has passed since the initial approval, I am re-applying for the site plan approval, so we can move forward.

* All of these buildings will be attached

Please See site map attached.

Thank you,

Daniel Horn

Distances from property borders:

East: approx 150'

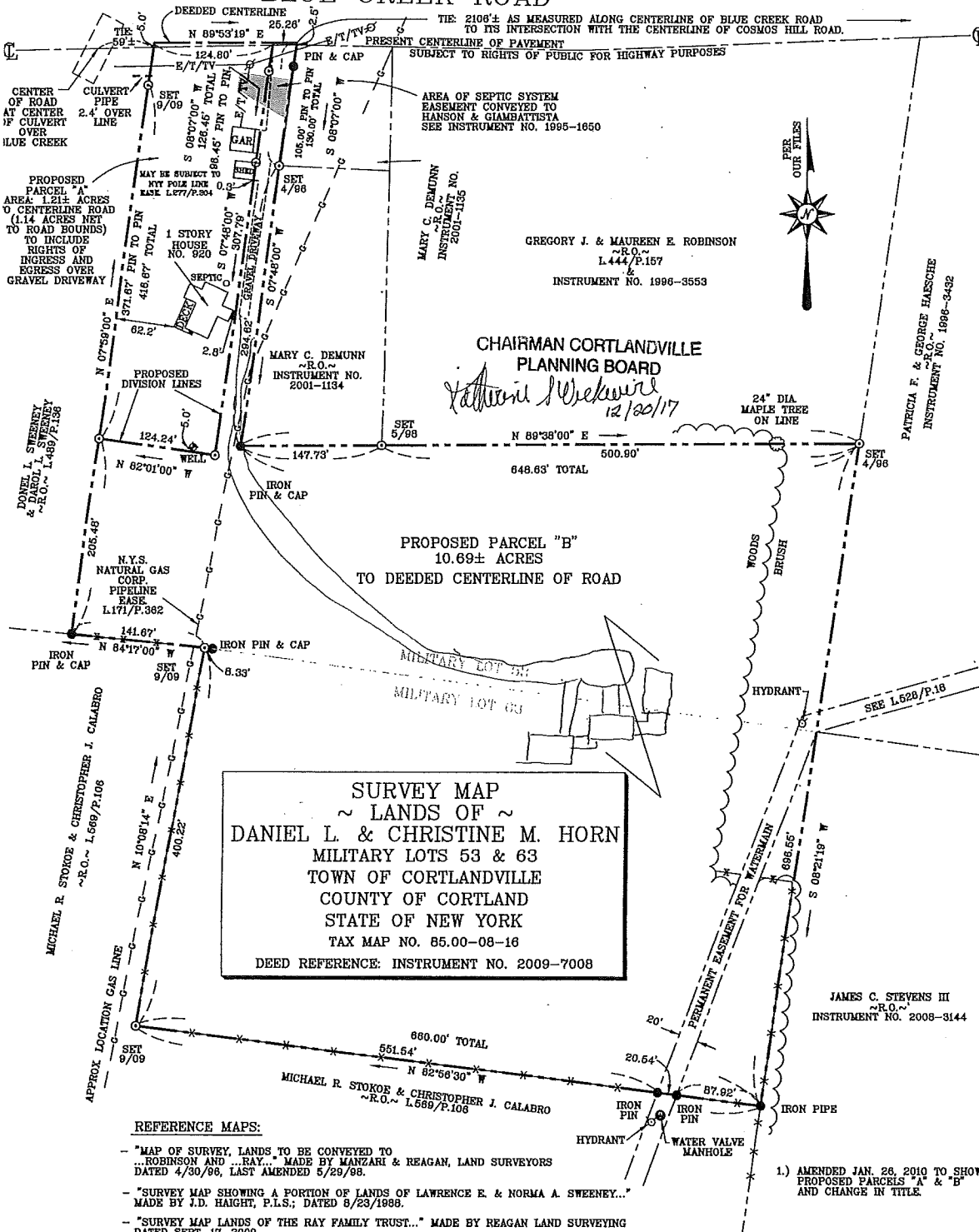
West: 300+'

North: 200' +

South: 200' +

NOTE: BRIDGE MENTIONED IN SUBJECT DEED WAS REPLACED BY A CULVERT.

BLUE CREEK ROAD



SURVEY MAP
 OF
LANDS OF
DANIEL L. & CHRISTINE M. HORN
 MILITARY LOTS 53 & 63
 TOWN OF CORTLANDVILLE
 COUNTY OF CORTLAND
 STATE OF NEW YORK
 TAX MAP NO. 85.00-08-16
 DEED REFERENCE: INSTRUMENT NO. 2009-7008

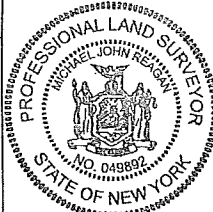
REFERENCE MAPS:

- "MAP OF SURVEY, LANDS TO BE CONVEYED TO ...ROBINSON AND ...RAY," MADE BY MANZARI & REAGAN, LAND SURVEYORS DATED 4/30/88, LAST AMENDED 5/29/88.
- "SURVEY MAP SHOWING A PORTION OF LANDS OF LAWRENCE E. & NORMA A. SWEENEY..." MADE BY J.D. HAIGHT, P.L.S.; DATED 8/23/1988.
- "SURVEY MAP LANDS OF THE RAY FAMILY TRUST..." MADE BY REAGAN LAND SURVEYING DATED SEPT. 17, 2009.

LEGEND:

- EXISTING MONUMENT AS SHOWN
- SET 3/4" REBAR AND SURVEY CAP
- UTILITY POLE
- R.O. REPUTED OWNER
- (...) RECORD DISTANCE
- (R.M) RECORD DISTANCE MEASURED DISTANCE
- O/H OVERHEAD UTILITIES
- FENCE

REAGAN LAND SURVEYING P.O. Box 1124 Dryden, New York 13653 Phone/Fax (607) 844-8837		NOTE: Any revisions to this map must comply with section 7209, Subdivision 2 of the New York State Education Law. All certifications hereon are valid for this map and copies thereof only if said map or copies bear the embossed seal of the licensed land surveyor whose signature appears hereon. This map is not valid when used in conjunction with a "Survey Affidavit" or "Certificate of No-Change".	
Date Surveyed: 9/2009	Drawn By: A. PUZO	Scale: 1"=100'	Job No.: 10-013
I hereby certify to : WELLS FARGO BANK, N.A., ITS SUCCESSORS AND/OR ASSIGNS; STEWART TITLE INSURANCE COMPANY; DANIEL L. HORN; CHRISTINE M. HORN;			
that I am a licensed land surveyor, New York State License No. 049892 and that this map correctly delineates an actual survey on the ground made by me or under my direct supervision, that it was prepared in accordance with the current code of practice for land title surveys adopted by the New York State Association of Professional Land Surveyors; and that I found no visible encroachments either way across property lines except as shown hereon.			
Signed: <i>Michael J. Berger</i>		Dated: SEPT. 17, 2009	
"Copyright 2008. All Rights Reserved, Reagan Land Surveying"			



TOWN OF CORTLANDVILLE
3577 TERRACE ROAD
CORTLAND, NEW YORK 13045-3552

APPLICATION FOR CONDITIONAL PERMIT

APPLICANT

Name Grace Christian Fellowship Fee Paid _____
Andrea Niggi
Address 1250 Fisher Ave Phone (607) 749-3233
Cortland NY 13045

PROPERTY OWNER

Name First Baptist Church of Home Phone (607) 749-3233
(Name changed to Grace Christian Fellowship)
Address 1250 Fisher Ave, Cortland NY 13045

PROPERTY INFORMATION

Location of property 1250 Fisher Ave Cortland NY 13045
Tax Map No. of Parcel 76-18-01-26-200

PROPERTY ACQUIRED ON, OR PENDING DATE OF AQUITION 3/8/2001
IS PROPERTY IN FLOOD PLAIN? YES NO
ZONING DISTRICT Residential R1 District
PROJECT DISCRPTION Establishing a school-age after school program at Grace Christian Fellowship, 1250 Fisher Ave.

Information to be included will be drawn from a checklist in Article XIV of the Cortlandville Zoning Law.

DATE OF APPLICATION 7/18/18 Andrea M Niggi
Signature of Applicant

Zoning Officer

Planning Board Chairperson

PERMIT GRANTED _____

PERMIT DENIED _____

Grace Christian Fellowship, located at 1250 Fisher Ave, Cortland, is in the beginning stages of establishing an after-school program for school-aged children. We are seeking a Conditional Permit from Cortlandville so that we can take the next step and apply with New York State Office of Children and Family Services.

There are limited after school programs in the Cortland/Homer area that are low-cost or free. Working with school faculty, we know there is a need. Our facility is equipped with an adjoining wing of 8 classrooms, 4 restrooms, an activities room, kitchen and gymnasium. We will be using these rooms for our after-school program.

Our vision is to provide a safe place for school age children to be cared for while parents are working. We will provide snacks, recreational activities, tutoring, and special guest speakers. We are on the bus route from Homer, and in the back yard of Smith school.

With the exception of the administrator and director, it is our hopes that we will be a volunteer run program, one volunteer per 10 children. We will cap our program at 60 children.

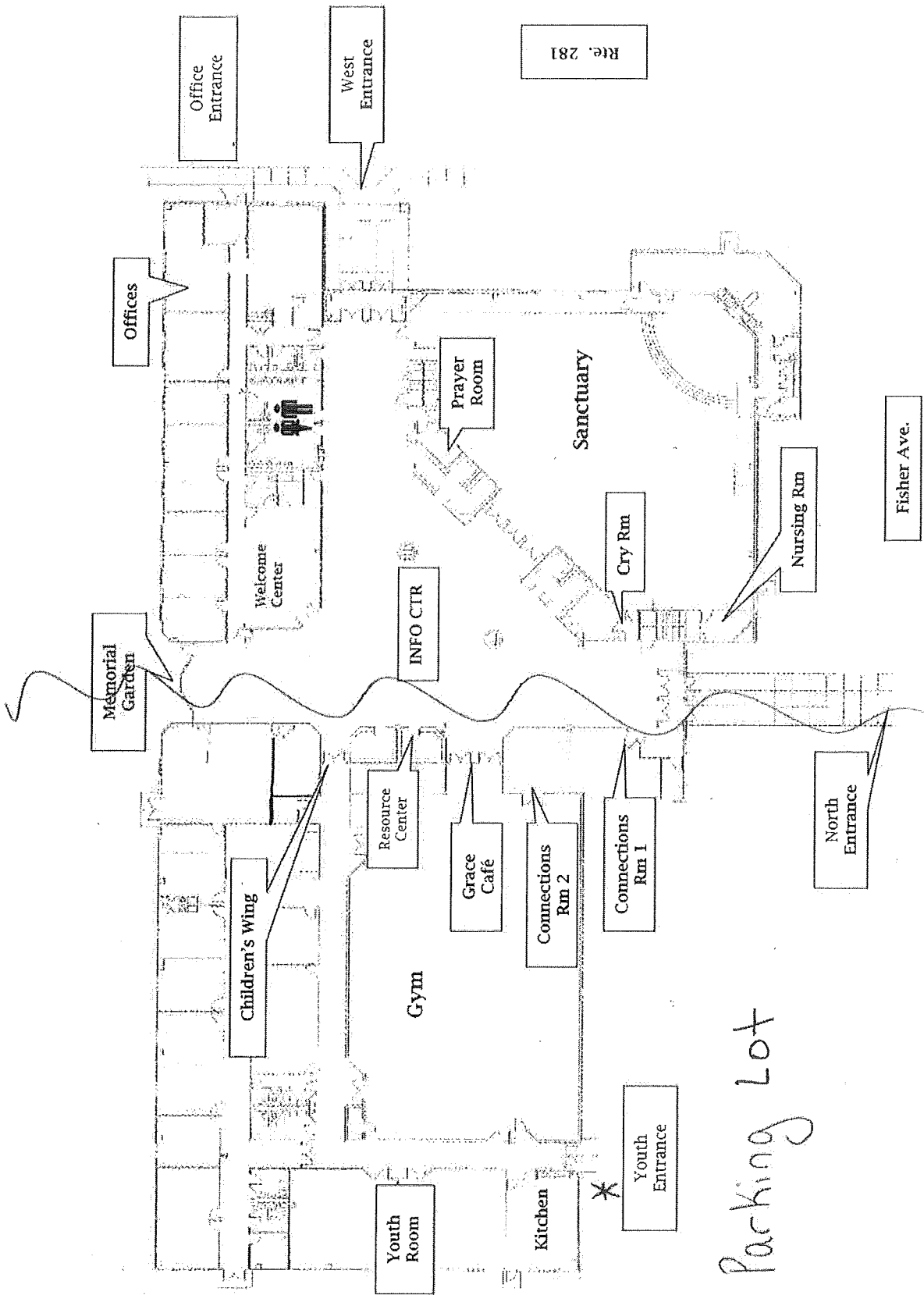
Our program will follow the Homer Central School calendar. Our times of operation will be 3:00pm-6:00pm school days, September through June. We will not be open on snow days, holidays, and school scheduled vacations.

While there are numerous entrances into our facility, we will be using one central door, located on the North Side of our building, labeled Youth Entrance. There is ample parking located near that door. We will be using the left side of the building, looking at the attached site plan, including the Children's Wing, Gym, Youth Room and Kitchen.

We thank you for your time and look forward to working with you.

Andrea Niggli

Children's Ministry Director,
Grace Christian Fellowship
1250 Fisher Ave.
Cortland, NY 13045
607.749.3233
www.gfccortland.org



Rte. 281

Fisher Ave.

Packing Lot

Office Entrance

West Entrance

Offices

Welcome Center

Memorial Garden

INFO CTR

Prayer Room

Sanctuary

Cry Rm

Nursing Rm

Children's Wing

Resource Center

Grace Café

Connections Rm 2

Connections Rm 1

North Entrance

Gym

Youth Entrance

Youth Room

Kitchen