

PLANNING, ZONING & BUILDING COMMISSION

CITY HALL

May 9

16

Mayor Woofter swore in Commission Member Curt Moll for the term ending 12-31-18.

The City of Cortland Planning, Zoning & Building Commission met on Monday, May 9, 2016 at 6:50 P. M. at the City Administration Building, 400 N. High Street, Cortland, Ohio. In attendance were the following board members: Chairman Sally Lane, Bill Sasse, Don Bell, Donald Fatobene and Curt Moll. Also present were Mayor Jim Woofter, Service Director Don Wittman, Law Director Patrick Wilson and the following individuals:

Robert Birrell, Jr.	400 S Mecca	Cortland
Greg Corson	345 Denman Ave.	Cortland

Sally Lane: Good evening. It is 6:50, Monday, May 9, 2016. I would like to call to order the Cortland Planning, Zoning and Building Commission for Public Hearing 07-16. The purpose of the public hearing is to consider a Use Permitted Upon Review within an Industrial District to use existing building for Building Contractor and Related Activities. Is there anyone here to speak about this?

Robert Birrell, Jr.: Yes, I am Robert Birrell, the owner of the property.

Sally Lane: Okay, does anyone have any questions?

Don Wittman: Before Greg goes ahead I will give a little background on this. 400 S Mecca St. is a parcel that is zoned Industrial. Any use of a parcel zoned Industrial must have a Use Permitted Upon Review which requires a public hearing. So this public hearing is just to consider the use explicitly enumerated Building Contractor and Related Activities on that parcel. So it is to comply with the ordinance. Mr. Corson is going to talk about how his business fits Building Contractor and Related Activity so that the board can make an informed decision.

Greg Corson: Greg Corson, 305 Denman Avenue. Basically what we are using it for is storage for extra building materials, tools, parking our trucks, and a place for the guys to meet in one spot and head out to the jobs from there instead of working out of my house and driveway and making the neighbors mad. Just trying to keep everyone happy and just run a business.

Sally Lane: Does anyone have any questions?

Curt Moll: You are not going to do anything that is going to generate any noise there?

Greg Corson: No. Just parking vehicles and storage is really all I am doing there. We are not doing work there.

Bill Sasse: What type of building contracting do you usually do?

Greg Corson: 90% of my business is metal roofing. That is the majority of my business. We do a little bit of construction, pole barn and stuff like that, siding and windows but it is mostly metal roofing.

Bill Sasse: How is the material you don't use disposed of? Do you leave it on the property?

Greg Corson: We store it inside. Anything that can't be stored, we scrap it – recycle it whatever. Anything that we can use or salvage from a job, we store inside.

Curt Moll: So you are going to have inventory in the building?

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Greg Corson: Yes, just extra pieces here and there.

Bill Sasse: Do you have to store any type of gasoline, oils or anything along those lines?

Greg Corson: No.

Don Bell: Will you have a dumpster there?

Greg Corson: No.

Bill Sasse: This is a picture of the building, correct?

Multiple: Yes.

Sally Lane: Is there anyone else here to speak for this? Is there anyone here to speak against it? Hearing none, can I have a motion to close the public hearing?

Curt Moll made a motion to close the public hearing, seconded by **Bill Sasse**.

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The City of Cortland Planning, Zoning & Building Commission met on Monday, May 9, 2016 at 7:00 P. M. at the City Administration Building, 400 N. High Street, Cortland, Ohio. In attendance were the following board members: Chairman Sally Lane, Bill Sasse, Don Bell, Donald Fatobene, and Curt Moll. Also present were Mayor Jim Woofter, Service Director Don Wittman, Law Director Patrick Wilson and the following individuals:

Robert Birrell, Jr.	400 S Mecca	Cortland
Greg Corson	345 Denman Ave.	Cortland
Gerald Keller	3555 Lake Ridge	Medina
Diane Fitch	211 W Main St.	Cortland
Dondi Fitch	211 W Main St.	Cortland
James Westbay	1440 Miller's Landing	Cortland

Sally Lane: Good evening. It is 7:00, Monday, May 9, 2016. I'd like to call to order the regular meeting of Cortland Planning, Zoning & Building Commission. Can we have roll call please?

Roll Call: Bill Sasse, here; Sally Lane, here; Curt Moll, here; Don Bell, here; Donald Fatobene, here.

Sally Lane: Can I have a motion for approval of commission minutes for April 11, 2016 regular meeting?

Bill Sasse made a motion to approve April 11, 2016 meeting minutes, seconded by **Donald Fatobene**.

Roll Call: Donald Fatobene, yes; Sally Lane, yes; Bill Sasse, yes; Curt Moll, abstain; Don Bell, abstain. **MOTION APPROVED.**

Sally Lane: There is no old business, so we will move on to new business. Can I have a motion to approve **08-16 Use Permitted Upon Review – 400 S Mecca St.** Consider a Use Permitted Upon Review within an Industrial District to use existing building for Building Contractor and Related Activities.

Bill Sasse made a motion for approval of **08-16**, seconded by **Curt Moll**.

Sally Lane: Is there any further discussion? Hearing none, can we have a vote on 08-16 please?

Roll Call: Sally Lane, yes; Bill Sasse, yes; Donald Fatobene, yes; Curt Moll, yes; Don Bell, yes. **MOTION PASSED.**

Sally Lane: Can I have a motion to approve **09-16 New Business – 400 S Mecca St. – GC Construction & Property Maintenance – Roofing & Construction.**

Bill Sasse made a motion for approval of **09-16**, seconded by **Don Bell**.

Sally Lane: Is there any discussion? Hearing none, can we have a vote on 09-16?

Roll Call: Curt Moll, yes; Don Bell, yes; Sally Lane, yes; Donald Fatobene, yes; Bill Sasse, yes. **MOTION PASSED.**

Sally Lane: Can I have a motion to approve **10-16 – New Sign – 400 S Mecca St. – GC Construction & Property Maintenance – ground mounted sign, 32 sq. ft. and not lit?**

Curt Moll made a motion for approval of **10-16**, seconded by **Bill Sasse**.

Sally Lane: Any discussion?

Bill Sasse: Thank you for putting up a nice display so we can see the sign very easily and what it is going to look like. It is appreciated by the board.

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Mayor Woofter: Greg, I have a question for you. I noticed that you only have this on one side. Are you going to do a double sided sign?

Greg Corson: I had taken it down – I was using it at home shows.

Mayor Woofter: So will this be your permanent sign?

Greg Corson: Yes.

Don Bell: Is that like a banner?

Greg Corson: Yes it is a wood frame sign, with the banner attached to it.

Curt Moll: As long as it doesn't get too ratty.

Sally Lane: Thank you. Can we have a vote on 10-16 please?

Roll Call: **Curt Moll, yes; Donald Fatobene, yes; Sally Lane, yes; Don Bell, yes; Bill Sasse. MOTION PASSED.**

Sally Lane: Next, can I have a motion to approve **11-16 – Zoning Permit Approval – Duplex, Lot 47 Spring Creek Dr., Hidden Lakes Dev. Plat #6** – Jim Westbay, Cortland Industrial Developers, Inc.

Don Bell made a motion for approval of 11-16, seconded by **Curt Moll**.

Sally Lane: Any discussion? Any questions?

Don Wittman: Essentially this is before the board, because I can only issue zoning permits for single family residences. Any time that there is a commercial building, duplex or triplex, it has come to the board for review. This is similar to all of the other condos that were built on Spring Creek. All of the city ordinances and regulations as far as setbacks and area restrictions are complied with.

Curt Moll: The paperwork doesn't have the zoning classification checked but I looked it up and it is RM.

Don Wittman: Right, that area was rezoned but the north side of Spring Creek was excluded from being re-zoned to the R-10.

Curt Moll: It is right in between two similar units.

Sally Lane: Thank you. Can we have a vote on 11-16 please?

Roll Call: **Bill Sasse, yes; Sally Lane, yes; Don Bell, yes; Donald Fatobene, yes; Curt Moll, yes. MOTION PASSED.**

Sally Lane: Next, can I have a motion to approve **12-16 – New Sign – 369 N High St. – Cortland Health & Rehabilitation Center** – Ground Mounted Sign – 32 sq. ft. – Externally lit?

Bill Sasse made a motion for approval of 05-16, seconded by **Don Bell**.

Sally Lane: Is there anyone here to talk about this?

Jerry Keller: Jerry Keller. I am with A Sign Above. We made the original sign that is there currently. They are doing the remodel and wanted to put a nicer sign up.

Multiple: It is a nice sign.

Don Bell: Will there be any signs on the building?

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Jerry Keller: There are none that are going on the building. There may be a couple on the door that do not require permits such as “Employee Entrance”,

Curt Moll: This is stone?

Jerry Keller: It is a faux stone, polyurethane foam – same material that the sign that is out there currently is made out of. Essentially it is the foam you fill the gaps with in your garage only they make it in a vacuum under pressure and so they take sheets and mold. It will have MDO sign grade internal structure that will support it. I do have a picture of one that we have actually done – already on site at another location.

Curt Moll: This looks good.

Jerry Keller: This foam will match the building.

Mayor Woofter: A faux stone, huh? What is it faced on – a wood frame or concrete block?

Jerry Keller: No it is a plywood sign grade – MDO plywood designed for exterior use. So that internal structure will be made and this applied to the outside of the structure and the sign itself is a polyurethane foam. That is what is out there now that has lasted 12 years.

Mayor Woofter: And how is it anchored into the ground?

Jerry Keller: With pressure treated 6x6’s.

Mayor Woofter: I take it this is a lot less expensive to do than brick or mortar?

Jerry Keller: It is. It is a cost effective measure. You won’t get necessarily the longevity of stone but will last over a decade.

Sally Lane: Can we have a vote on 12-16 please?

Roll Call: Bill Sasse, yes; Sally Lane, yes; Curt Moll, yes; Don Bell, yes; Donald Fatobene, yes. **MOTION PASSED.**

Sally Lane: Can I have a motion to approve 13-16 – New Business – 211 W Main St. – Beach Bum Tanning & Nail Salon.

Bill Sasse made a motion for approval of 13-16, seconded by Curt Moll.

Sally Lane: Is there someone here to speak for the business?

Diane Fitch: Diane Fitch, 2540 Griffith Dr., Cortland. The business will be an indoor tanning salon.

Curt Moll: This is where the tanning salon was, is that right?

Diane Fitch: There was one. I am not sure how long ago – I think at least a year, maybe more.

Don Bell: So it is empty now?

Diane Fitch: Yes.

Bill Sasse: There will be beds and standup or just beds?

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Diane Fitch: Both. There is one standup for spray tanning.

James Woofter: Are you using the existing equipment that was in there or are you bringing in all new?

Diane Fitch: We may be using two of the beds that were left. We replaced three of the beds.

Bill Sasse: Have you done this before?

Diane Fitch: No, I have not.

Sally Lane: Thank you. Can we have a vote on 13-16 please?

Roll Call: **Donald Fatobene, yes; Sally Lane, yes; Bill Sasse, yes; Curt Moll, yes; Don Bell. MOTION PASSED.**

Sally Lane: Can I have a motion to approve **14-16 – Sign – 211 W Main St. – Beach Bum Tanning & Nail Salon – 30” x 48”** in existing marquee frame under awning.

Curt Moll made a motion for approval of **14-16, seconded by Bill Sasse.**

Bill Sasse: This is going to be professionally done?

Diane Fitch: Yes.

Bill Sasse: Exterior lighting?

Diane Fitch: We are going to use the sign that is there – we are going to pull that panel out and put ours in. The man that made the sign that is there now is doing ours.

Curt Moll: Who is going to do that?

Diane Fitch: Mike - “Mike Makes Signs” in Champion.

Curt Moll: It will be good.

Sally Lane: Thank you. Any comments? Can we have a vote on 14-16 please?

Roll Call: **Sally Lane, yes; Bill Sasse, yes; Donald Fatobene, yes; Curt Moll, yes; Don Bell, yes. MOTION PASSED.**

Mayor Woofter: Have you established your hours yet?

Diane Fitch: We really haven’t yet.

Mayor Woofter: When do you expect to open?

Diane Fitch: The first or second week of June.

Sally Lane: The last item is to **15-16 – Set Public Hearing for Use Permitted Upon Review – 640 Wakefield Dr.** The purpose of the public hearing is to consider a Use Permitted Upon Review to construct a school in a single family residential district.

Public Hearing to be set for June 13, 2016 at 6:45 p.m. May I have a motion please?

Bill Sasse made a motion for approval of **13-16, seconded by Curt Moll.**

Roll Call: **Curt Moll, yes; Don Bell, yes; Sally Lane, yes; Donald Fatobene, yes; Bill Sasse. MOTION PASSED.**

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Sally Lane: We need to elect a Vice Chairman as the last item on our agenda. Can I have a nomination for Vice Chairman? Curt Moll was nominated by Don Bell. Are there any other nominations? Seeing none, I close nominations. Can we have a vote please?

Curt Moll, abstain; Donald Fatobene, yes; Sally Lane, yes; Don Bell, yes; Bill Sasse, yes.

Sally Lane: Can I have a motion to adjourn, please?

Curt Moll made a motion to adjourn the meeting, seconded by Don Bell.

Roll Call: Bill Sasse, yes; Sally Lane, yes; Don Bell, yes; Donald Fatobene, yes; Curt Moll, yes. MOTION APPROVED.

Meeting Adjourned: 7:16 pm.

Chairman

Date

Secretary