

CITY OF ITHACA
PLANNING COMMISSION MEETING MINUTES

Tuesday, June 11, 2024 @ 5:00pm

The regular meeting of the Ithaca Planning Commission was called to order by Mayor Baublitz at 5:00pm, followed by the Pledge of Allegiance to the American Flag.

Present: Commissioners George Bailey, Jared Macha, Mary Beth Mates, Jerry Timmons, and Mayor Brett Baublitz

Absent: Richard Teal

Staff Present: City Manager Jamey Conn and City Clerk Cathy Cameron

Audience Present: Gary Melow, Fred Render & Kelly Preston with Jane 25 Properties and Jesse with Wolverine Engineers & Surveyors, Inc.

Clerk Cameron reported that the minutes of the previous meeting will be on next month's agenda.

Approval of Minutes

Minutes from the Regular Meeting held April 16, and May 14, 2024.

Moved by Timmons, second by Bailey to approve minutes of the regular meeting held April 16, and May 14, 2024. Motion carried.

Public Comments

Mayor Baublitz asked for any public comments. There was none.

Unfinished Business

There was none.

New Business

Manager Conn presented a site plan review for Jane 25 Properties, LLC (dba Capital Steel & Wire, Inc.) located at 100 Raycraft Drive. The proposed plan is for construction of a semi pass through located within the middle bay of the existing facility with installation of an overhead door. Creation of a new driveway access from South County Farm Drive with egress by joining an existing driveway access on Raycraft Drive. The proposed driveway is to be created with crushed concrete and may require a curb cut. A new stormwater conveyance system is to be built along the southern edge of the property tying into the existing system. Discussion was held. Ms. Preston, Mr. Render and their engineer answered questions from the board. The proposed project is divided into two phases. The above-listed projects are in Phase 1.

At the meeting, the applicant requested that Phase 2 be considered for approval at this time, with the understanding that there is a one-year timeline for completion. Future proposal of Phase 2 is to expand operations using a new overhead door located on the east exterior wall of the facility to be serviced by a new curb cut located on Raycraft Drive, as well as access from a new drive land located on the south edge of the property. Variance requests were made to allow for crushed aggregate in lieu of hard bituminous material for the new access drives and turnaround outside the setbacks on the property; and reduce the required minimum amount of parking on site. Discussion was held.

Moved by Bailey, second by Timmons to approve the site plan for 100 Raycraft Drive, including both Phase 1 and Phase 2 as presented with variances for the use of crushed asphalt millings for drive surfaces and allow reduction of parking spaces required to 50 or less with the parking lot to remain paved. Motion carried.

Manager Conn presented a special use permit review for Gary Melow on his property located at 624 East North Street. The proposed plan is for a 24' x 25' carport. A special use permit/variance is required because the total area of all accessory buildings exceeds the maximum allowable by 276 square feet. All setback requirements are met. Discussion was held.

Moved by Timmons, second by Macha to approve the special use permit/variance for a 24' x 25' carport at 624 East North Street. Motion carried.

Public Comments

There was none.

Moved by Macha, second by Mates to adjourn the meeting at 5:22pm. Motion carried.

Approved 8-13-2024

Cathy Cameron

Cathy Cameron, Recording Secretary