

**CITY OF ITHACA**  
**PLANNING COMMISSION MEETING MINUTES**

Tuesday, May 19, 2020  
6:00 PM

The special meeting of the Ithaca Planning Commission was called to order by Vice Chair Teal at 6:00 p.m., followed by the Pledge of Allegiance to the American Flag.

Present: Commissioners Richard Teal, Alison Jerome, Jerry Timmons, Clare McCollum, Rob Endter and Mayor Alice Schafer

Absent: Dale Sherman

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

Audience Present: Joshua Schmidt

**Motion by Schafer, second by Jerome to approve the minutes of the regular meeting held December 10, 2019; motion carried.**

**Public Comments**

Joshua Schmidt (representative of Mint Investment Properties LLC) informed the commission that the building would be moved to the west one foot to accommodate the requirements for the drive thru.

**Site Plan Review**

City Manager Conn presented a site plan review submitted by Mint Investment Properties LLC for commercial development at 1008 E Center Street as an ice cream shop. The building will have a drive-up window with no ordering board on the east side and two walk up windows on the north side. The zoning code requires that drive through lanes have a minimum center line radius of 25 feet. (the site plan as proposed is 24 feet). Manager Conn stated that he has spoken with owner Sam Smith regarding this and Mr. Smith has agreed in adjusting the site plan to accommodate the extra foot needed on the east side of the property.

Chair Teal noted the site plan should be conditional based on approval of the county drain commissioner, outdoor lighting and signage.

**Motion by Timmons, second by Endter to approve the site plan for Mint Investment Properties LLC, with the following conditions; obtain 25' radius for the drive through, approval of the county drain commissioner, outdoor lighting is observed under 13.04(a), and signage is approved by the Zoning Administrator prior to installation; motion carried.**

**Old Business**

There was none.

**Public Comments**

Vice Chair Teal asked for any public comments; none were given.

**Motion by Schafer, second by Timmons to adjourn the meeting at 6:12 p.m.; motion carried.**

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Alison Jerome, Commission Secretary

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Cathy Cameron, Recording Secretary