

CITY OF ITHACA
ZONING BOARD OF APPEALS MINUTES
Thursday, February 27, 2020
6:00 PM

The regular meeting of the Zoning Board of Appeals was called to order by Chair Hubbard at 6:00 p.m., followed by the Pledge of Allegiance to the American Flag.

Board Members Present: Clark Hubbard, Rob Endter and New Member Steve Sigafoose

Board Members Absent: Jim Wideman

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

Audience in Attendance: Jim Bowen

Deputy Clerk Cameron swore in Alternate Member Steve Sigafoose.

Motion by Endter, second by Sigafoose to approve, with correction of the spelling of Endter, the minutes of the regular meeting held December 26, 2019; motion carried.

New Business

Chair Hubbard presented a zoning request for 112 N Elm Street submitted by Jim & Cecille Bowen on behalf of the property owners, Gratiot County Historical & Genealogical Society. Mr. Bowen stated that there was a house fire at this location and all debris had been cleared. Their board decided the best use of this vacant space was a parking lot for the neighboring Historical & Genealogical Society.

Old Business

Old Business

Deputy Clerk Cameron reported that City Hall has not received any new variance requests at the time of this meeting. Next meeting is scheduled for April 23, 2020.

Transmittals

Planning Commission Minutes of December 10, 2019

Public Comments

Chair Hubbard asked for public comments. None was given.

Motion by Endter, second by Sigafoose to adjourn the meeting at 6:40 p.m.; motion carried.

Rob Endter, ZBA Secretary

Cathy Cameron, Recording Secretary

CITY OF ITHACA
ZONING BOARD OF APPEALS MINUTES
Thursday, June 11, 2020
6:00 PM

The regular meeting of the Zoning Board of Appeals was called to order by Chair Hubbard at 6:00 p.m., followed by the Pledge of Allegiance to the American Flag.

Board Members Present: Clark Hubbard, Rob Endter and Jim Wideman

Board Members Absent: None

Staff Present: City Manager Jamey Conn and Clerk-Treasurer Barbara Fandell (Recording Secretary)

Audience in Attendance: Steve Sigafoose, George Bailey, Bill and Jackie Bowen, Larry Flegel and John Allen.

Chair Hubbard added Item 3B to the Agenda, Oath of Office to George Bailey.

Moved by Wideman, second by Endter to approve the minutes of February 27, 2020. Motion carried.

Chair Hubbard stated that due to Zoning Law, as a representative of the City Council, he is not allowed to hold the Chair position, so another member would need to be selected. He resigned as the Chair.

Moved by Endter, second by Hubbard to appoint Jim Wideman as the Chair of the Zoning Board of Appeals. Motion carried. 2-0 with 1 Abstaining (Jim Wideman).

Clerk-Treasurer Fandell gave the Oath of Office to Alternate Member George Bailey.

Public Hearing

Chair Wideman stated it was time for the public hearing.

Moved by Hubbard, second by Endter to open the public hearing to take comments on the variance request by Larry Flegel for an accessory building at 418 S. Ithaca Street. Motion carried. The hearing was opened at 6:08pm.

City Manager Conn reviewed the variance request. Mr. Flegel desires to build a 32x48 foot attached garage which equals 1,536 sq. feet, and exceeds the allowed 864 sq. feet. The new construction will require a Special Use Permit due to the size and also would require a five (5) foot variance on the rear set back requirement which is 25 feet and he has 20 feet.

John Allen, contractor for Mr. Flegel, stated the project was a 32.48-foot attached garage. They will reside the house and garage to match. The height is a 4/12 pitch which makes it 15 feet.

Jackie and Bill Bowen, neighbors, shared that they were in support of the Mr. Flegel's project.

Member Hubbard commented that most of the homes in the surrounding neighborhood have good size garages or out buildings so the size would blend within the neighborhood. He inquired on the driveway.

John Allen said the drive would have a slight set back because of the hill.

Steve Sigafoose asked if there were any water concerns because you can't direct it onto the neighbor. John Allen stated there were none and will work with the permits office when constructing.

He added the south wall of the house will be flush with the new addition as in the drawing. Chair Wideman read the written comment received from Marla Macha in which she exempted herself from making any decisions on the project as she was one block away.

John Allen asked if another permit was required for the Special Use. City Manager Conn stated it was not as it was all covered under this zoning permit.

Chair Wideman asked for additional comments. There were none.

**Moved by Hubbard, second by Endter to close the public hearing. Motion carried.
The hearing was closed at 6:20pm.**

Moved by Hubbard, second by Endter to approve the Special Use Permit for Larry Flegel to build a 32 x 48 feet attached garage which totals 1,526 sq. feet at 418 S. Ithaca Street. Motion carried.

Moved by Endter, second by Hubbard to approve the variance request by Larry Flegel for a 20 feet rear set back instead of the required 25 feet to build a 32 x 48 feet attached garage at 418 S. Ithaca Street. Motion carried.

New Business

There was no public hearing to be set nor any other new business.

Old Business

There was no old business.

Transmittals

There were no transmittals.

Public Comments

Chair Wideman asked for public comments. None were offered.

Member Hubbard stated that a Vice-Chair needed to be selected.

Moved by Hubbard, second by Wideman to appoint Rob Endter as the Vice-Chair. Motion carried 2-0 with 1 Abstaining (Rob Endter).

Members and Alternate Members discussed the pros/cons to adding members to the Board and making it a 5-person board because of the limitations with the Council and Planning Commission board seats. They asked City staff to look into the ZBA legal requirements for the possible change.

Chair Wideman asked for additional business to come before the ZBA. None was offered.

**Moved by Hubbard, second by Endter to adjourn. Motion carried.
Meeting adjourned at 6:33pm.**

Rob Endter, ZBA Secretary

Barbara Fandell, Recording Secretary

CITY OF ITHACA
ZONING BOARD OF APPEALS MINUTES
Thursday, July 9, 2020
6:00 PM

The regular meeting of the Zoning Board of Appeals was called to order by Vice Chair Endter at 6:10 p.m., followed by the Pledge of Allegiance to the American Flag.

Board Members Present: Clark Hubbard, Rob Endter and Steve Sigafoose

Board Members Absent: Jim Wideman

Staff Present: Deputy Clerk Cathy Cameron

Staff Absent: City Manager Jamey Conn

Audience in Attendance: None

Moved by Hubbard, second by Sigafoose to approve the minutes of June 11, 2020. Motion carried.

Clerk-Treasurer Fandell gave the Oath of Office to Alternate Member George Bailey.

Public Hearing

Vice Chair Endter stated it was time for the public hearing.

Moved by Hubbard, second by Sigafoose to open the public hearing to take comments on a variance request by Rick Umlauf for an accessory building 640 Norton Gibbs Drive. Motion carried. The hearing was opened at 6:12pm.

Deputy Clerk Cameron presented the variance request. Mr. Umlauf desires to build a 24' x 24' detached accessory building 22' in height. Zoning Code limits all detached accessory buildings in a residential district to a maximum height of 20 feet. The location of the building meets all set back requirements. The variance would be for the additional 2' in height. Mr. Umlauf was unable to attend the meeting. He has stated that the request for the 22' was to accommodate for a storage loft to be easily accessible within the structure.

Discussion was held on the additional 2' in height and the low impact it would have on the neighborhood. Deputy Clerk Cameron shared that there were no responses from the neighboring property owners.

Vice Chair Endter asked for additional comments. There were none.

Moved by Hubbard, second by Sigafoose to close the public hearing. Motion carried. The hearing was closed at 6:17pm.

Moved by Hubbard, second by Sigafoose to approve the Variance for Rick Umlauf to construct a 24 x 24 feet accessory building with a 22' height limit at 640 Norton Gibbs Drive. Motion carried.

New Business

Next meeting will be held July 23, 2020

Old Business

There was no old business.

Transmittals

There were no transmittals.

Public Comments

Vice Chair Endter asked for public comments. None were offered.

Deputy Clerk Cameron stated that a Secretary needed to be selected.

Moved by Sigafoose, second by Endter to appoint Clark Hubbard as the Secretary. Motion carried.

Members discussed the advantages of having a drone for current aerials to be obtained. This would benefit the ZBA and the City as a whole.

Vice Chair Endter asked for additional business to come before the ZBA. None was offered.

**Moved by Hubbard, second by Sigafoose to adjourn. Motion carried.
Meeting adjourned at 6:35pm.**

Clark Hubbard, ZBA Secretary

Cathy Cameron, Recording Secretary

CITY OF ITHACA
ZONING BOARD OF APPEALS MINUTES
Thursday, July 23, 2020
6:00 PM

The regular meeting of the Zoning Board of Appeals was called to order by Chair Wideman at 6:00 p.m., followed by the Pledge of Allegiance to the American Flag.

Board Members Present: Jim Wideman, Rob Endter and Clark Hubbard

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

Audience in Attendance: None

Moved by Hubbard, second by Endter to approve the minutes of July 9, 2020. Motion carried.

Public Hearing

Chair Wideman stated it was time for the public hearing.

Moved by Hubbard, second by Endter to open the public hearing to take comments on a special use permit request by Kim Hodge for an accessory building at 720 S St. Johns St. Motion carried.

The hearing was opened at 6:05pm.

Manager Conn presented the special use permit request. Ms. Hodge desires to build a 34' x 36' detached accessory building. Zoning code restricts all detached accessory buildings in a residential district to 864 square feet. The total square footage will be 1824 sq ft., with the main dwelling at 1019 sq ft. The location of the building meets all set back requirements. The special use permit would allow for the accessory building square footage to surpass the residence main floor footprint. Ms. Hodge was unable to attend the meeting, however did submit a letter to the board.

Discussion was held on the square footage of the building and how it would have a low impact on the neighborhood because of the property lot size being 1.6 acres.

Deputy Clerk Cameron shared that there were no responses from the neighboring property owners.

Chair Wideman asked for additional comments. There were none.

Moved by Hubbard, second by Endter to close the public hearing. Motion carried.

The hearing was closed at 6:15pm.

Moved by Hubbard, second by Endter to approve the Special Use Permit for Kim Hodge to construct a 34 x 36 feet accessory building at 720 S St. Johns St. Motion carried.

New Business

Next meeting will be held August 27, 2020 if needed.

Old Business

There was no old business.

Transmittals

There were no transmittals.

Public Comments

Chair Wideman asked for public comments. None were offered.

Chair Wideman asked for additional business to come before the ZBA. None was offered.

**Moved by Endter, second by to adjourn. Motion carried.
Meeting adjourned at 6:25pm.**

Clark Hubbard, ZBA Secretary

Cathy Cameron, Recording Secretary

CITY OF ITHACA
ZONING BOARD OF APPEALS MINUTES
Thursday, September 24, 2020
6:00 PM

The regular meeting of the Zoning Board of Appeals was called to order by Chair Wideman at 6:00 p.m., followed by the Pledge of Allegiance to the American Flag.

Board Members Present: Jim Wideman, Rob Endter and Steve Sigafoose

Board Members Absent: Clark Hubbard

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

Audience in Attendance: Rob & Shelley Boden

Moved by Endter, second by Sigafoose to approve the minutes of July 23, 2020. Motion carried.

Public Comments

Chair Wideman asked for public comments. None were offered.

Public Hearing

Chair Wideman stated it was time for the public hearing.

Moved by Endter, second by Sigafoose to open the public hearing to take comments on a special use permit request by Rob & Shelley Boden for an accessory building at 565 Norton Gibbs Drive. Motion carried. The hearing was opened at 6:05pm.

Manager Conn presented the variance request. Mr. & Mrs. Boden desire to build a 24' x 40' sq.ft. accessory building. Zoning code restricts all detached accessory buildings in a residential district to 864 square feet. The total square footage will be 1060 sq ft., including an existing storage shed on the property. The location of the building meets all set back requirements. The special use permit would allow for the proposed accessory building to exceed the maximum allowable size of 864 square feet.

Deputy Clerk Cameron shared an email received from neighbor Dianne DesRochers in support of the accessory building.

Chair Wideman asked for additional comments. There were none.

Moved by Endter, second by Sigafoose to close the public hearing. Motion carried. The hearing was closed at 6:10 pm.

Moved by Endter, second by Sigafoose to approve the Special Use Permit for Rob & Shelley Boden to construct a 24 x 40 square foot accessory building at 565 Norton Gibbs Drive. Motion carried.

Public Hearing

Chair Wideman stated it was time for the next public hearing.

Moved by Endter, second by Sigafoose to open the public hearing to take comments on a variance request by Raeanna & Cody Bradley for an accessory building at 411 E Emerson Street. Motion carried. The hearing was opened at 6:14pm.

Manager Conn presented the variance request. Mr. & Mrs. Bradley desire to build a 21' x 22' sq.ft. accessory building. They will demolish the existing detached garage and construct the proposed accessory building on the same existing foundation. The west side property setback is closer than the zoning code requirement of 5 ft. This variance would allow for the new proposed accessory building to be closer than this required side yard setback.

Chair Wideman asked for additional comments. There were none.

**Moved by Endter, second by Sigafoose to close the public hearing. Motion carried.
The hearing was closed at 6:17 pm.**

Moved by Endter, second by Sigafoose to approve the Variance Request for Raeanna & Cody Bradly to construct a 21 x 22 square foot accessory building at 411 East Emerson Street with a west side yard setback to be less than 5 ft. Motion carried.

New Business

Next meeting will be held October 22, 2020 if needed.

Old Business

Manager Conn presented a request by the Gratiot Historical & Geneology Society to amend the variance

Transmittals

There were no transmittals.

Public Comments

Chair Wideman asked for public comments. None were offered.

Chair Wideman asked for additional business to come before the ZBA. None was offered.

**Moved by Endter, second by Sigafoose to adjourn. Motion carried.
Meeting adjourned at 6:25 pm.**

Clark Hubbard, ZBA Secretary

Cathy Cameron, Recording Secretary