

**PHYSICAL SERVICES
COMMITTEE MEETING
October 4, 2021**

Chairman Hill called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Councilor Hill, Councilor Gosek, Councilor Walker, and Councilor BurrIDGE.

OTHERS PRESENT: Councilor Corradino; Councilor McBrearty; Councilor Plunkett; Christopher Baker, Director of Information Technology; Deborah Coad, City Chamberlain; Jeff McGann, Permit Administrator; Mayor William J. Barlow, Jr.

MEDIA PRESENT: No media present.

OLD BUSINESS: There was no old business.

A motion to approve the minutes of the September 20, 2021 Committee Meeting was made by Councilor BurrIDGE and seconded by Councilor Walker. Minutes were approved by a unanimous vote.

NEW BUSINESS:

1. **Thomas Millar, owner of a commercial property located at 17 West Cayuga Street, requests the use of public space in order to install a projecting sign.** Mr. Millar was present to answer any questions. Councilor Walker wanted to check that Mr. Millar paid the City the taxes he owed and that everything was current. Councilor Hill confirmed that everything has been paid for. Councilor Hill stated that the request is for a projecting sign and the design is self-explanatory. He stated that he thinks it's a great design and it will fit in nicely with all of the other improvements that are occurring downtown.

COMMITTEE DECISION: Councilor Walker made a motion to forward a favorable recommendation to the Full Council the request from Thomas Millar, owner of a commercial property located at 17 West Cayuga Street, for the use of public space in order to install a projecting sign. Councilor Gosek seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE
FORWARDED TO THE FULL COUNCIL.***

2. **Thomas Millar, owner of a commercial property located at 17 West Cayuga Street, requests the use of public space in order to create an emergency exit by removing the current doors and installing two (2) metal rails.** Mr. Millar stated that right now the occupancy at the Cellar Door is 49 people. With the proposed plan to add an additional exit, it would raise the occupancy to 140 people. The concept would be to create an emergency exit by removing the bilco doors that are there currently and install two metal rails between the curb and the property. This would be done seasonally so it will not impede snow removal. Mr. Millar stated that there may be an issue with two patches of grass near the property so he would not be surprised if this did not get passed tonight and had to be reviewed. Jeff McGann, Permit Administrator, said that he went to the property to check out the situation and stated that where the grass patches are, there's about 11 feet between the patches and the property while the proposed entryway is about 7 feet. The patches are North and South of the actual entry way is perfectly located in the opening where there is concrete all the way up to the side. If it was located anywhere else the grass might impede this request but fortunately it is between the two patches. Councilor Hill asked if McGann saw any obstruction of pedestrian walkability. McGann said he did not. Councilor Burrridge wanted to confirm the safety of this proposed plan. McGann said he sees no issue with it. Millar stated that the interior stairway is already in place. Councilor Hill said it looks like a big improvement.

COMMITTEE DECISION: Councilor Gosek made a motion to forward a favorable recommendation to the Full Council the request from Thomas Millar, owner of a commercial property located at 17 West Cayuga Street, for the use of public space in order to create an emergency exit by removing the current doors and installing two (2) metal rails. Councilor Burrridge seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

3. **DePaul Properties, owner of commercial property located at 220 East First Street, requests the use of public space in order to construct a vehicular barrier planter.** Mr. McGann explained that the request for a vehicular barrier planter is due to the fact that the building is so close to the intersection at East Utica and East First Streets. From the corner of the building to the inside of the sidewalk there is about 14 feet, and there is around 24 feet diagonally from the building to the intersection, so the barrier would provide some sense of safety by creating some separation between the intersection and the building. McGann stated that he thinks it's a good idea and will fit in with the landscaping. He stated that it will not impede snow removal or cause any issues with traffic because it's centered in the green space, giving about 5-6 feet on the inside of the sidewalk. Councilor Walker asked who was going to maintain the barrier. McGann stated that DePaul is responsible for maintaining it.

COMMITTEE DECISION: Councilor Walker made a motion to forward a favorable recommendation to the Full Council the request from DePaul Properties, owner of commercial property located at 220 East First Street, for the use of public space in order to construct a vehicular barrier planter. Councilor Burrige seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

4. **The Special Events Committee through the Office of Economic Development requests the Common Council authorize the Mayor and/or Deputy Director to sign contracts within the budgeted allocation for the Creepy Crawl and Tree Lighting events.** Councilor Hill asked if this item should have been under Administrative Services instead of Physical Services due to the fact that agreements are involved and noted to maybe change it for Council. (Due to the request also involving use of public space, it could fall under Administrative Services or Physical. It will remain under Physical Services for the Recommended for Council). Hill stated that the Creepy Crawl and the Tree Lighting are both events that we've had in the past and he is happy to see them happening again this year.

COMMITTEE DECISION: Councilor Gosek made a motion to forward a favorable recommendation to the Full Council the request from the Special Events Committee through the Office of Economic Development for the Common Council to authorize the Mayor and/or Deputy Director to sign contracts within the budgeted allocation for the Creepy Crawl and Tree Lighting events. Councilor Walker seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

A motion to adjourn the meeting was made at 6:38 p.m. by Councilor Burrige. A second was made by Councilor Walker, unanimous approval.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sydney Mangano".

Sydney Mangano