

ADOPTION and MAINTENANCE

ADOPTION PROCESS

The Mayor of the City of Cortland appointed a special board, namely the Comprehensive Plan Steering Committee, to prepare the proposed Comprehensive Plan. General City Law, §28-a.7 and 28-a.8 sets forth the requirements for adopting a Comprehensive Plan, as does the City Charter, as detailed below.

Steering Committee - The Steering Committee must hold at least one public hearing to receive public input on the draft plan. Subsequent to the public hearing they must formally recommend the proposed Comprehensive Plan to the City Common Council via resolution. The public hearing was held on September 1, 2010 and a resolution recommending the Comprehensive Plan to the Common Council was passed on September 1, 2010.

City Planning Board – The Charter of the City of Cortland grants the Planning Board the right to prepare, adopt, and revise a Comprehensive Plan. The Planning Board must adopt a resolution adopting the draft Comprehensive Plan and recommending formal adoption by the Common Council.

Common Council - The City Common Council must hold a public hearing on the proposed plan to receive public comments. Following the public hearing, completion of County Planning Board Review, City Planning Board Review, and SEQRA process detailed below, they can adopt the plan by resolution (§28-a.8).

County Planning - Prior to the City Planning Commission and Common Council formally adopting the Comprehensive Plan, the Plan must be submitted to the Cortland County Planning Board for review and recommendation as required by State law. Within 90 days of the Steering Committee's recommendation, the City Common Council needs to hold a second public hearing.



SEQRA - A City comprehensive plan is subject to the provisions of the State Environmental Quality Review Act (SEQRA), and the adoption of a comprehensive plan is classified as a Type I action. Therefore, prior to adoption, the City of Cortland needs to satisfy the requirements for a Type I action under SEQRA.



PERIODIC REVIEW AND FILING

As time passes, community conditions, values, and attitudes may change. If the Comprehensive Plan does not continue to be relevant and useful to the City, the plan should be revisited, changed, and amended according to the community's desire. Revisiting the plan on a periodic basis for amendment considerations, rather than ignoring the Plan, will keep the City's Comprehensive Plan up-to-date. Therefore, the City Common Council will review the Comprehensive Plan every five years, which will be the maximum interval for a review process.

After adoption, this Plan must be filed in the City Clerk's Office, and a copy must also be filed with the Cortland County Planning Department.

EFFECT OF ADOPTION

Should the City of Cortland decide to adopt or revise any type of land use regulation, the regulation needs to be in accordance with this Comprehensive Plan. In addition, all plans for capital projects of another governmental agency on land included in the City of Cortland Comprehensive Plan shall take this plan into consideration.

