



# Town of Cortland

## Agenda Request

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

**ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR**

☒ **RESOLUTION**                      ☐ **ORDINANCE**                      ☐ **INFORMATION**                      ☐ **OTHER**

**DATE PREPARED: 07/17/23**

**FOR MEETING ON: 07/24/23**

**DESCRIPTION/TITLE: RESOLUTION FOR APPROVING THE PLAT FOR THE PENELOPE ALMADY SUBDIVISION – UNIT 2  
WITHIN THE CHESTNUT GROVE – UNIT 1 SUBDIVISION**

**REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE (ACTION ITEM)**

**STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE RESOLUTION**

**STATEMENT OF SUMMARY: A DUPLEX IS UNDER CONSTRUCTION. THE REQUIREMENTS OF TOWN CODE AND THE  
ANNEXATION AGREEMENT HAVE BEEN MET IN REGARDS TO THE PLAT.**

### AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS      ☒ NEW BUSINESS      ☐ CONCERNS      ☐ STAFF REPORTS  
☐ COMMITTEE OF THE WHOLE      ☐ PRESIDENT'S REPORT      ☐ CONSENT AGENDA      ☐ UNFINISHED BUSINESS  
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

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