

Cattaraugus County Planning Board



CATTARAUGUS COUNTY PLANNING BOARD MEETING MEETING MINUTES October 28, 2021

PLANNING BOARD MEMBERS PRESENT:

Charles Couture, Chairman
Paul Mager, Vice Chairman via Zoom
Mike Zaprowski, Secretary
Andrea Mellon, Assistant Secretary
Tina Abrams
Kathy Ellis

Robert Keis
David McCoy, via Zoom
Dan Newbury
Al Ormond
Mark Smith
James Valent, via Zoom

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October

PLANNING BOARD MEMBERS ABSENT:

Andrea Mellon, Assistant Secretary
Tina Abrams

Kathy Ellis
Daniel Brown

PLANNING DEPARTMENT STAFF

Crystal Abers, Director
Marie Myers Shearing, Planner
Kate O'Stricker, Development Specialist, via Zoom

GUESTS:

Peter J. Sorgi, Esq.

Wendy Johnston, Town of Carrollton

1. Call to Order
[Charles Couture, Chairman, called the meeting to order at 7:03pm](#)
2. Welcome & Opening Remarks
3. APPROVAL OF MINUTES
 - 3.1. September 30, 2021
[Mike Zaprowski moved to approve with a second from Dan Newbury. Motion carried.](#)
4. NEW BUSINESS
 - 4.1. General Municipal Law Section 239 (l) & (m) Referrals

4.1.1. Franklinville

Area Variance - Amendment

Planner Myers Shearing reviewed the referral. Attorney Peter Sorgi, Esq. summarized the narrative document to the CCPB and the need for the amendment due to a recent archeological report dated September 21, 2021. Planner Myers Shearing stated the rationalizations noted in the narrative for the area variance were sufficient.

- Significant inter-community impact as the site is comprised of multiple parcels and across the Town of Franklinville/Town of Freedom municipal border.
- Approved with Modifications or Advisories
- Advisory: Parcel number should be amended to 40.003-2-1 on all documents.

Paul Mager moved to approve staff recommendation with a second from Al Ormond. Motion carried.

4.1.2. Town of Franklinville

Site Plan - GLC

Planner Myers Shearing reviewed the referral materials. Attorney Peter Sorgi, Esq. was available for questions and illustrated the shift of the site plan due to the archeological report dated September 21, 2021.

- Significant inter-community impact as the site is comprised of multiple parcels and across the Town of Franklinville/Town of Freedom municipal border.
- Approved with Modifications or Advisories
- Advisory: Parcel number should be amended to 40.003-2-1 on all documents.

Dan Newbury moved to approve staff recommendation with a second from Michael Zaprowski Motion carried.

4.1.3. Town of Great Valley

Zoning Amendment – Manufactured Housing

Planner Myers Shearing reviewed the referral, noting the solution to amend the Zoning Ordinance of modifying Table 3-1 to require a Special Use Permit to place a manufactured home on a Rural Residential parcel. This change in policy is in line with the Town's comprehensive plan

- Significant countywide or inter-community impact.
- Approved

Robert Keis moved to approve staff recommendation with a second from Al Ormond. Motion carried.

4.1.4. Town of Mansfield

Comprehensive Plan

Planner Myers Shearing reviewed some of the changes made to the comprehensive plan noted in the September review of the plan. She worked with Town of Mansfield Planning Board Members Annie Widger and Margaret Puszcz to reformat and finalize the plan.

- Significant countywide or inter-community impact
- Approved

Michael Zaprowski moved to approve staff recommendation with a second from Paul Mager. Robert Keis abstained. Motion carried.

4.1.5. Town of Otto

Special Use Permit – 8428 Scott Corners Road

- Planner Myers Shearing illustrated the proposed location of a concrete slab for displaying automobiles for sale on the parcel.
- No significant countywide or intercommunity impact.
- Advisory: The Town should insure setback requirements are met as a stipulation of issuing the Special Use Permit.

Michael Zaprowski moved to approve staff recommendation with a second from James Valent. Motion carried.

4.1.6. Town of Carrollton

Special Use Permit – 8428 Scott Corners Road

Planner Marie reviewed new and improved General Plan Document, Site Plan. The CCPB discussed the viability of the septic systems and leach fields, amount of amperage slated to be installed at each site, traffic pattern, access to water, and gray water.

- Modification: Differentiate driveways on plan and during site development
 - Use One Way signs and painted arrows on roadway to improve safety
- Modification: Rework parking lot for stalls 10' x 20' with center aisle wide enough to accommodate perpendicular parking
- Modification: Require sign permit to be obtained from Town Code Enforcement Officer and proper procedure is followed.
- Modification: No building permit until County Health Department OK's septic and water systems
- Modification: Obtain a Permit to Operate a Campground.
- Advisory: 30 amp service is not enough to today's camping units. Consider increasing.
- Approved with Modifications & Advisories

Michael Zaprowski moved to approve staff recommendation with a second from Paul Mager. Dan Newbury abstained. Motion carried.

4.2. Environmental Review

4.2.1. None

5. CORRESPONDENCE

5.1. Town of Olean – Wind Energy Facilities Law 1 of 021

Approved – Agreed with CCPB

5.2. Town of Dayton – Special Use Permit - Concrete Plant

Approved – Agreed with CCPB

5.3. Town of Otto – Special Use Permit – Bed & Breakfast

Approved – Agreed with CCPB

5.4. Town of Freedom – Area Variance

Approved – Agreed with CCPB

6. OLD BUSINESS

None

7. REPORTS / OTHER BUSINESS

7.1. Chairman's Report

Charles Couture- Discussed his recent ire with the Fed Ex delivery system.

7.2. Department Reports

7.2.1. Director's Report

- Crystal Abers – The department has been very busy. She has received many inquiries about cannabis. In preparation for the Economic Development study due at the end of November, there have been a number of focus groups. Housing, particularly low income/affordable housing and senior housing came up in multiple sessions. The W.I.L.M.A. event had two good days. The WILMA winter forecast is heavy snow early, mild in the middle, and again heavy at the end of the season. She also shared the Patrick McGlew, accepted a PTAC position in Saipan.

7.2.2. Staff Reports

7.2.2.1. Kate

- Working on and have submitted multiple grants
- Land Bank – Only 2 rehabs left and they are both 50% complete.
- An ARC GIS Mapping meeting is next Thursday with Barton & Loguidice.
- Broadband – Armstrong is moving along. They are signing up households in Ischua & Portville right now and expect to be done by June 2022.

7.2.2.2. Marie

- Expecting the Town of Olean Solar Law referral in November.
- Note that the November meeting is scheduled for November 18th, but this needs to be confirmed.
- She provided a training session about referrals and other land use/zoning resources available to the Town of Freedom. It was well received and she hopes to visit more municipalities in the future.

7.3. Administration

7.3.1. Mileage Sheets

Marie reminded the Board that mileage worksheets are due Friday, October 29th.

7.3.2. December Meeting Date

Marie referenced the December calendar and asked the Board to think about potential meeting dates, if referrals are received and a meeting is necessary

7.3.3. Training

Marie noted 50% of the Board has completed their 4 hours of land use and zoning training. She also highlighted upcoming STW webinars and noted that their 2020 webinars are available 24/7 for viewing

7.4. STW Report

Robert Keis discussed the recent STW meeting. The Front Street Bridge in Olean roadway will be lowered 18 inches and the bridge will be heightened three feet in an effort to reduce large vehicles running into it and causing damage. The Queen Street bridge will be closed to vehicular traffic, but still open to pedestrians with plans for additional lighting.

7.5. Members Forum

- Mark Smith – Digitech bitcoin mining in Delevan/Town of Yorkshire.
- Robert Keis – Newly passed Open Meeting Law. Any document to be discussed has to be on the website 24 hours before meeting (if practical). This will cause a lot of hassle, staff time, and money to obtain.
- Michael Zaprowski – Thanks for the cider and donuts

8. UPCOMING MEETINGS & EVENTS

8.1. As noted in the Agenda

9. NEXT MEETING

9.1. November 18, 2021

10. ADJOURNMENT

Paul Mager motioned for adjournment, Al Ormond seconded motion. Motion passed. Meeting adjourned at 8:15pm.