

**Cattaraugus County Planning Board  
November 29, 2018**

**PLANNING BOARD MEMBERS PRESENT:** Charles Couture, Chairman  
Paul Mager, Vice Chairman  
Michael Zaprowski, Secretary  
Robert Keis  
Kathy Ellis  
Andrea Mellon  
Dan Newbury  
Al Ormond  
Tina Abrams

**PLANNING BOARD MEMBERS ABSENT:** Mark Smith  
David McCoy

**PLANNING DEPARTMENT STAFF:** Crystal Abers, Director  
Paul Bishop, Planner  
Kate O'Stricker, Development Specialist  
Pat McGlew, Development Specialist

**GUESTS:** Valessa Souture-Kline, Invenergy

Charles Couture, Chairman, called the meeting to order at 7:00 pm.

**1.0 APPROVAL OF MINUTES**

*Al Ormond moved with a second from Andrea Mellon to accept the minutes from the October 25, 2018 meeting. Motion was carried.*

**2.0 NEW BUSINESS**

**2.1 General Municipal Law Section 239 (l) & (m) Referrals**

**2.1 a. Village of Ellicottville – Special Use Permit, Site Plan Review and Area Variance – 5 Park Square**

•This is a Special Use Permit application to establish a medical office within an existing single family home. The entire first floor will be the medical office and the second floor will be living space. A handicapped ramp will be added to the east side. A staircase to the second floor will be added to the west side, and the enclosed rear porch will be replaced and expanded as part of the office. There is also an existing 2 story building on the rear portion of the lot - it is used as an accessory apartment.

- In addition to the Special Use Permit and the Site Plan Review, because there are exterior renovations (windows, a door, railings and an awning), the project requires Architectural Design Review (ADR) as well as review for conformance to the Village's historic district standards.

- Variance: From the plans provided, it appears that the staircase will be approximately 8 feet from the west property line (25' is required from a residential district).

- Parking: The Site Plan does not show any changes to open space or parking. According to the parking calculations 5 spaces are required. It is noted that this home and existing accessory apartment do not have any existing parking. The Planning Board referred the application to the Village Board for a determination. The Village Board agreed that the project is exempt from parking regulations because it is located within the Historic District.

- TAX MAP NO'(S): 55.035-3-11
- SEQR: Type I Action - Full EAF submitted
- AG DATA STATEMENT: N.A.
- FLOODPLAIN: No
- WETLANDS: No
- ARCHAEOLOGICAL SENSITIVE AREA: Yes
- PUBLIC HEARING: To be held November 13, 2018 at 5:30 PM at the Ellicottville Town Hall

**STAFF RECOMMENDATION:** The proposed action has no significant county-wide or inter-municipal impact.

*Robert Keis moved with a second from Andrea Mellon to accept the staff recommendation. Motion carried*

## **2.2 Environmental Reviews:** None

## **2.3 Intergovernmental Reviews**

Paul Bishop reported that the County received Intergovernmental Review STW #18.17 (NYS DEC Great Lakes GLRI funding through the DEC and EPA for watersheds) Received, reviewed no comment.

Valessa Souture-Kline from Invenergy introduced herself. She attended to introduce herself to the Planning Board.

## **3.0 OLD BUSINESS**

None

## **4.0 REPORTS / OTHER BUSINESS**

### **4.1 Chairman's Report**

Town of Ashford had a barn collapse in the middle. No cows or people hurt. Will be able to rebuild within a week due to people in the area that can get materials as soon as possible

Dairy Revenue Protection: Invitation for Insurance Protection through Crop Insurance Carrier in Springville December 5<sup>th</sup> at the Flip Side Restaurant. It will be put on by Farm Bureau and the Evans Agency.

### **4.2 Department Reports**

#### **4.2 a. Director's Report**

Finishing year end with Legislature we have 7 loans, a couple of them are agriculture loans. Next month there will be a year-end report that will be presented to the Planning Board.

#### **4.2 b. Comprehensive Plan Implementation (Goals Referenced)**

Community Revitalization (Goal #6): No New Applications

County Trails (Goal #8): Plan to have a meeting in January or February. The Committee needs to start prioritizing the trails that will be mapped during 2019's ARC grant.

Land Bank (Goal #6): The Land Bank was awarded \$650,000 from Enterprise for 2019-2020 with a chance to apply for more at the end of 2019 depending on how we are progressing. We have sold four rehabs, have demoed and sold nine side lots and one green space. There are six Round 2 demos and seven in Round 3.

The 2019 Foreclosure List for Cattaraugus County is out. We will be going through the list to see if there are any municipal problem properties that will be up for foreclosure. They will be priority properties for the Land Bank.

ARC Community Development (Goal #4): Finishing up some activities, including a survey to the municipalities.

ARC Cultural Development Grant (Goal #4): The grant has been revised and sent to Southern Tier West, then on to ARC.

#### **4.2 c. Census 2020**

Paul will work with the County Attorney to see if the Legislature needs to pass a resolution to name the County Planning Board the Complete County Committee.

**Agriculture and Farmland Protection Plan:** Pat McGlew reported that Cattaraugus County was awarded a grant of \$40,000 from NYS Ag and Markets to

complete the update of the plan. Pat is working on documents for the contract and putting together an Advisory Committee.

**Introduction:** Dan Newbury from Carrollton, newest member of the County Planning Board.

**NYS Division of Local Government Services:** Winter Webinar Series. Paul announced that he will award one hour of training for each session attended.

The Board is in need of an Assistant Secretary since Florence has resigned. Andrea Mellon volunteered for the position and was accepted.

**4.3 STW Report:** No Report

**4.4 Members Forum**

Dan Newbury: Announced the demo of Casey's. Would like to know about the Home Town Heroes Program and how it is done. Carrollton would like to do the same program. Dan also talked about the condition of the six mile stretch of Route 219. Paul Bishop reported that construction is expected to begin in Winter 2019/2020 and completed in Spring 2020.

Andrea Mellon announced that the Ashford Tree lighting will take place on December 7<sup>th</sup>.

James Valent: Inquired if there are projects being worked on with the Amish.

Mike Zaprowski: Christmas Parade in Salamanca tomorrow with 20 floats, tree lighting.

Tina Abrams: New Administration was sworn in and they will be focusing on Economic Development in Salamanca.

Valessa Souter-Kline from Invenergy: The Wind Farm development is still moving forward in Farmersville and Freedom. They will be submitting the Article 10 before the holidays. She will let Crystal know once this is processed.

**5.0 CORRESPONDENCE AND UPCOMING MEETINGS / EVENTS**  
(attached to the back of the agenda)

**6.0 NEXT MEETING**

The next meeting of the Planning Board will be held on December 27, 2018 at 7:00 pm at the County Center in Little Valley.

**7.0 ADJOURNMENT**

*Mike Zaprowski moved to adjourn with a second from Paul Mager at 7:30 pm.*