



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center
NYS Route 19
Belmont, NY 14813
585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany County Planning Board Minutes: January 21, 2015

Members Present: Robert Ellis, William Emrick, Brian Fanton, Dale Foster, Lee Gridley, Jon Gorton, Larry Kaminski, James Ninos, Valerie Perkins, John Stoltzfus

Guests Present: Daniel Action, Mitch Alger, Ann Baldwin, Don Cameron, Bob Chaffee, Sherman Clark, Linda Clayson, Judy Cooper, Curt Crandall, Kathy Crandall, David Decker, Lynette Decker, Kier Dirlam, Lisa Dirlam, Mary Faga, Darwin Fanton, Jo Fenske, Gail Foster, Justin Grigg, Gretchen Hanchett, Eva Heaney, William Heaney, William Hendricks, Richard Hull Jr., Chuck Jessup, Dawn Ketchner, Ginny LaForge, Kevin LaForge, Judith Lynch, John Maynard, Fiona McCrea, Vicki Joyce Middaugh, Lauren Oliver, David Pullen, Nancy Jo Pullen, Patience Reagan, Debra Root, Dana Ross, Don Skinner, Wendy Skinner, Tammy Stoltzfus, Norman Ungerman, Bill Whitfield, Cathleen Whitfield

Location: Wellsville Country Club, Wellsville, New York

Chairman Lee Gridley provided opening greetings to attendees and distinguished guests of the Annual Allegany County Planning Board dinner and business meeting.

The Pledge of Allegiance was led by William Heaney

The Invocation was led by David Pullen

Following a delicious buffet dinner, Chairman Lee Gridley convened the business meeting.

I. CALL TO ORDER:

Chairman Lee Gridley facilitated the introductions of attendees, county, town, and village planning board members and distinguished guests.

William Heaney also recited a letter written by Senator Young to thank the planning board for their work and invitation and also in regrets for her absence.

II. ANNUAL BUSINESS MEETING:

- A. The official business meeting was called to order at 8:04 PM by Chairman Lee Gridley.
- B. Nominating Committee Report: Chair of the Nominating Committee, Dale Foster presented the following slate of officers for 2015:
 - a. Chairman: Lee Gridley
 - b. Vice Chair: Dale Foster
 - c. Secretary: Larry Kaminski
 - d. Assistant Secretary: Valerie Perkins

On a motion by James Ninos and seconded by Bob Ellis, the planning board members voted to close nominations and for the secretary to cast one vote for the proposed slate of officers for 2015. Motion passed.

The Allegany County Planning Board meeting was suspended at 8:05 PM for the purpose of the scheduled guest program and presentation.

III. GUEST PROGRAM

- A **Data and Efficiency in Allegany County:** Chair Lee Gridley introduced County Planner, Kier Dirlam and Town of Alfred Supervisor Justin Grigg to present on the county's intentions to unveil an online GIS program and explain on how this will interplay with efficiency efforts.

- B. **Guest Program Closing Remarks:** Curt Crandall, Chairman of the Allegany County Board of Legislators closed the program with remarks on development in Allegany County and to extend his thanks and gratitude on behalf of the entire Allegany County Board of Legislators.

Following the disbursement of guests, the regular ACPB business meeting was reconvened at 8:55 PM

IV. MINUTES:

The minutes for December 17, 2014 were reviewed: **On a motion by Bob Ellis and 2nd by James Ninos, the minutes from December 17, 2014 were reviewed and approved.**

V. NEW BUSINESS:

- A. Village of Alfred: – Kier Dirlam provided and reviewed a site map, a short environmental assessment form, and an information packet from the Allegany County Soil & Water Conservation District regarding proposed development plans for the Brookside Apartment Complex. The project shall intend to construct 8 – 2-bedroom apartments on Glen St in Alfred, NY. The Village has reviewed and approved this project a number of years ago and the village and developer also recently recognized that county planning board review and approval shall also be necessary to move this project forward. Because of the time that has passed since the original review had taken place, a new SEQR form was completed on 1/19/15, also submitted to the Village of Alfred on 1/21/15 to re-ensure that there will be no known environmental impacts associated with this project.

Following review and discussion, the following requests and questions were proposed:

1. The ACPB requests for a more specific site location map.
2. Will the site be utilized for student or family housing?
3. Is the project being constructed on a previously “filled” area?
4. Is the site located near or adjacent to any flood plains?
5. Due to concerns over run-off, is there any stormwater management plan in development or in place?

In light of additional requests for information and questions raised, K. Dirlam shall forward the above listed requests and questions to the appropriate village/developer personnel.

On a motion by Valerie Perkins, and a 2nd by Dale Foster, the ACPB shall table any further actions and/or determination until additional response to requests and questions are provided.

- B. Town of Allen: Kier Dirlam provided and reviewed a local law filing and an environmental assessment form regarding a proposal for the prohibition within the Town of Allen of natural gas and petroleum exploration and extraction activities, underground storage of natural gas, and disposal of natural gas or petroleum extraction, exploration, and production wastes as received from the David Stottje law office. Following review and discussion the following additional questions/inquiries were raised by ACPB members:

1. Can the ACPB be provided with supporting explanation and/or motivation regarding the town’s intentions on the moratorium?
2. Is there evidence of support from local officials and community?
3. Can local officials be made available to the ACPB to answer additional questions?

In light of additional requests for information and questions raised, K. Dirlam shall forward the above listed requests and questions to the appropriate town personnel.

On a motion by Larry Kaminski, and a 2nd by Dale Foster, the ACPB shall table any further actions and/or determination until additional response to requests and questions are provided.

VI. OLD BUSINESS:

None

VII. CORRESPONDENCE:

None

VIII. REPORTS:

None

IX. GOOD OF THE ORDER

None

X. ADJOURNMENT:

On a motion by William Emrick, and 2nd by Dale Foster, the meeting was adjourned at 9:24 pm.

Respectfully submitted,

Larry Kaminski, Secretary



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center
NYS Route 19
Belmont, NY 14813
585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany Planning Board Minutes: March 18, 2015

Present: B. Ellis, Wm. Emrick, B. Fanton, J. Gorton, L. Gridley, L. Kaminski, J. Ninos, J. Stoltzfus, V. Perkins
Excused: Dale Foster
Absent: None
Guests: Kier Dirlam - County Planner; Jared Lusk - Nixon Peabody LLP Partner; Mark Coon - Verizon Wireless Engineer
Location: Crossroads Conference Center, Town of Angelica

I. CALL TO ORDER:

Chairman L. Gridley called the meeting to order at 7:10 PM. The Chairman also welcomed guests present.

II. MINUTES:

Minutes for **January 21, 2015** were reviewed: **On a motion by Valerie Perkins and 2nd by William Emrick, the minutes from January 21, 2015 were reviewed and approved.**

III. NEW BUSINESS:

- A. Verizon Wireless Micro-Cell Wireless Telecommunication Facility, Village of Cuba:** - Kier Dirlam briefed members regarding a telecommunications improvement proposal being considered by the Village of Cuba which shall require county PB review and approval. Kier also shared and reviewed information received today via Federal Express mail delivery from the legal counsel representing Verizon Wireless. Kier then introduced Jared Lusk and Mark Coon for further information regarding the proposal.
- In further review, Jared Lusk stated that due to the heavy customer usage on the Verizon network within the Cuba area, Verizon's existing capacity is not able to adequately satisfy the existing and emerging usage demand. Verizon Wireless has proposed to address this demand by adding 3 micro cell facilities within the Village of Cuba to provide additional wireless network bandwidth and improved performance to the commercial and residential areas. Specific placements will be at the Cuba Chamber Office, another at the Cuba Cheese retail sales location, and the third at the Cuba Elementary School site. These micro cell facilities will consist of a secure ground mounted micro cell cabinet (roughly 4.5ft high by 2ft wide) which will be connected to a roof-top antenna (roughly 2ft high by 1ft in diameter).
- Mark Coon also shared additional cellular tower system background information dating back from the mid-eighties and updates/advancements since then to the wireless industry which assist in easing transitions to present day wireless communications systems and demand.
- It was further explained that project acceptance shall be contingent upon the Village of Cuba Planning Board review and approval as well.
- Following additional questions and discussion, Chairman Lee Gridley requested for a motion to either address each of the 3 proposed micro cell installations individually or to address all 3 collectively within one motion. **On a motion by Bob Ellis, and a 2nd by William Emrick, a motion was approved to address all 3 micro cell installation projects within one proposal.** To follow:
- On a motion by William Emrick, and a 2nd by James Ninos the Allegany County Planning Board accepted and approved the 3 Verizon Micro cell project proposals collectively.**

IV. OLD BUSINESS:

- A. Village of Alfred - Townhouse Referral:** The Village of Alfred has received advisement and recommendation from the Allegany County Soil & Water Conservation District to update the local law compliance documents and permit filings to reflect a more recent site evaluation and current conditions. Any additional updates and evaluations will be scheduled following the spring thaw.
- B. Town of Allen – Oil & Gas Law:** Kier Dirlam updated and advised members that the Town of Allen had approved the Oil & Gas Law filing at their February meeting.

V. CORRESPONDENCE:

- A. Kier Dirlam advised that the board has received an approved copy of the Town of Allen Oil & Gas Law and this document has been filed accordingly.

VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam shared information and copies of 4 total DEC reports posted for our area since January 1st. (3/18 from Town of Friendship, 3/11 from Friendship Dairies; 3/11 from the Cuba VFW, & 2/4 from Cuba-Rushford CSD)
- B.) **Intergovernmental Review Projects [IRP'S]:** None to report since January.
- C.) **Southern Tier West Report:** Members were also advised that the next STW Regional Planning & Development Board meeting will be held on Thursday March 19th.

D.) Community Planning:

Town of Almond: Kier Dirlam had met with town officials recently and advised that they continue to work on development of their comprehensive plan.

Town of Alma: Larry Kaminski reported that the Town of Alma Community Development Organization board had recently met in February in further planning and development of their comprehensive plan and would like to have a draft plan available for town officials later this spring. Larry also briefly mentioned a discussion during the TACDO meeting regarding a Wells Fargo Bank Housing Foundation property donation being considered by the town.

Town of Caneadea: Valerie Perkins reported that with Kiers assistance at the last 3 town meetings, they've been able to create a draft map and established zones within their town.

- E.) **Continuing Education & Training:** Kier Dirlam advised on a Consolidated Funding Application Training session scheduled on March 25th, from 4:30 - 6:00pm at the Crossroads Conference Center. Kier further encouraged any town/village/nonprofits officials to attend. Please RSVP to Patience Reagan.

The STW Local Government Conference is scheduled on May 6th at Houghton College. Invitations and agenda shall be forthcoming. The County CAP membership fee rate is available to ACPB members and members were encouraged to attend the local government conference citing the value as an excellent training opportunity. Reimbursement is also available to members' associated registration costs with proof of attendance. ACPB members were further reminded that a minimum of 4 hrs. of planning-related training is required to be documented every year. Please return any documentation of attendance to James Ninos.

F.) Planning & Economic Development Office Report/Updates:

- a. Industrial Development Agency Director: Kier Dirlam advised on current IDA director John Foels' retirement announcement which will be effective at end of March. The county intends to launch a solicitation to the position in the near future and the county BOL shall be primarily responsible for the review and evaluation of candidates. In the interim, any IDA related questions/information should be directed to the Allegany County Planning Office.
- b. Comprehensive Plan School: Classes shall be starting in April and attendance is planned from the towns and villages of Alfred and Wellsville. Completion is expected at the end of August.
- c. Broadband Project: Equipment has been ordered for county-wide broadband service & high speed internet. Installation on towers is expected to occur in the next 2 months with a go live date anticipated around September. Last mile providers yet to be determined. Kier also shared a copy of the NYS Broadband Flash Volume 7, Issue 7 Bulletin with members present.

VII. GOOD OF THE ORDER

None

VIII. ADJOURNMENT:

On a motion by James Ninos and 2nd by Bob Ellis, the meeting was adjourned at 8:18 pm.



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center
NYS Route 19
Belmont, NY 14813
585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany Planning Board Minutes: May 20, 2015

Present: B. Ellis, Wm. Emrick, B. Fanton, D. Foster, J. Gorton, L. Gridley, L. Kaminski, J. Stoltzfus, V. Perkins
Excused: J. Ninos
Absent: None
Guests: Kier Dirlam - County Planner; Mark Klingensmith - Alfred/W. Almond
Location: Crossroads Conference Center, Town of Angelica

I. CALL TO ORDER:

Chairman Lee Gridley called the meeting to order at 7:00 PM. Chairman Gridley also welcomed and introduced the present guest.

II. MINUTES:

Minutes from **March 18, 2015** were reviewed. Valerie advised on a minor correction to the Town of Caneadea community planning notes and Brian advised on a misspelling within the Broadband Project paragraph. **On a motion by Bob Ellis and 2nd by William Emrick, the minutes from March 18, 2015 were reviewed and approved with noted corrections.**

III. NEW BUSINESS:

- A. Public Comment:** Mark Klingensmith reintroduced himself as a technical specialist from the Alfred School of Art Design who has interests in government and local issues. Mark shared that he was also interested in learning more about the Allegany County Planning Board activities but found that the planning board meeting minutes are not up to date on the planning board website. Kier Dirlam assured Mark that this concern shall be addressed in the near future.
- Mark also shared interest in Allegany County's involvement and investment in energy projects and advocated for Allegany County to consider community solar projects. In response, Kier advised Mark to visit the recently completed Houghton College solar array for an example of Allegany County's recent involvement and investment in solar energy projects.

IV. OLD BUSINESS:

- A.** None.

V. CORRESPONDENCE:

- A.** None.

VI. REPORTS:

- A.) DEC Report:** Kier Dirlam shared information and copies of Environmental Notice Bulletins from March – May 2015. Included within the notice was a permit request from Arvos Inc. (previously known as Alstom Air-Pre-Heater) relating to an air permit request. Also enclosed was a May 6th SPDES renewal request from the Bolivar WWTP and an April 22nd SPDES renewal request from a Rushford Lake campground owner.
- B.) Intergovernmental Review Projects [IRP'S]:** None.
- C.) Southern Tier West Report:** Kier Dirlam shared information and copies of the April 16 & May 21 STW Director's reports. Kier highlighted STW's involvement in local food projects and successes with coordinating local farmers market activities.
- Kiers also mentioned that the next round of the STW Appalachia Regional Commission grant applications deadlines are due shortly.
- Kier also provided copies of the STW Planning & Development Board March 19, 2015 meeting minutes.

D.) Community Planning:

Town of Almond: No additional progress to report on the Town of Almond comprehensive plan.

Town of Alma: Larry Kaminski reported that the next Town of Alma Community Development Organization Board of Directors next meeting is scheduled for May 26th. Topics for discussion shall include updates on progress in the development of the town's comprehensive plan and intentions on an Allentown property donation from Wells Fargo.

Town of Caneadea: Valerie Perkins outlined new thoughts and ideas on draft town zoning map updates shared earlier with Kier.

Town of Amity: Updates to the town's comprehensive plan are almost complete. Kier met with the town last Thursday, May 14th to review a draft being prepared for the town boards' review. The town PB also met with the town board last Monday, May 18th in further review of the draft plan. The SEQR review has also been completed. It is anticipated that the town will hold a public hearing on the draft plan at their June meeting. It is also anticipated that the draft plan will be available for review by county PB at the June meeting. The last updates to this plan were in 2009.

E.) Continuing Education & Training: Kier provided a recap on the STW Local Government Conference held on May 6th in Houghton. There were 375 attendees, exhibitors and vendors reported in attendance and Allegany County hosted an exhibitor booth as well. Participants/attendees also shared on their experiences through networking opportunities and programs and presentations attended during the event.

Attendees were encouraged to fill out and submit attendance forms to Jim Ninos to document planning board member annual professional development obligations. Members were also reminded that any conference related expenses were reimbursable.

F.) Planning & Economic Development Office Report/Updates:

- a. Genesee River Wilds is hosting their annual river float on Sunday, June 7th. Launch will take place at Transit Bridge and boaters shall plan to drift to Caneadea. An after-party is also scheduled post event in Caneadea.
- b. A grand opening is scheduled for the newest river access park on County Rt. 31A in the Town of Amity on Saturday, June 20th.
- c. Discussion on the Crossroads and Belvidere Truck Stop projects remains ongoing. The County continues to seek out additional funding opportunities to help support the costs associated with water service installation. Many local developers have remained active and have ongoing interest in future development opportunities associated with these sites also.
- d. The Allegany County Comprehensive Plan School is now underway and is progressing well. 6 total classes have already been completed within 3 evening sessions held so far. The Comprehensive Plan School is planned to be completed by late summer. Participants include officials from the Town and Village of Wellsville and the Town and Village of Alfred. The most significant benefit to municipalities is that most Town/Village comprehensive plan work will be completed by end of these sessions.
- e. The Broadband Project continues to move forward in bringing wireless service across the county specifically targeting underserved areas. Equipment installation on towers is expected to occur in mid-June. It is also the expectation that the service may go live by October.
- f. Planning Department: The Allegany County Planning and Development Committee approved a timeline for the creation of the Allegany County Department of Planning. The public hearing for the creation of this department is tentatively scheduled for June 8. The County further wishes to ratify this department into law shortly thereafter. The county has previously had a Department of Planning but this department was dissolved in 1978.
- g. Director of Planning Department: Allegany County has updated and approved a job description for the Director of Planning and the Secretary to the Director of Planning. Kier Dirlam's and Kathleen Whitfield's titles and roles shall also be updated to reflect the changes in titles and responsibilities.
- h. Planning & Development Specialist: As per Patience Reagan's recent retirement, a new position of Planning & Development Specialist had been created to replace Patience and to further expand the associated roles and responsibilities. Allegany County has also publicized a solicitation to fill this position.
- i. Development Director: Allegany County has publicized a solicitation to fill the Allegany County Development Director vacancy created through the retirement of John Foels.

VII. GOOD OF THE ORDER

None

VIII. ADJOURNMENT:

On a motion by Dale Foster and 2nd by William Emrick, the meeting was adjourned at 7:40 pm.

Respectfully submitted,

Larry Kaminski, Secretary



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center
NYS Route 19
Belmont, NY 14813
585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany Planning Board Minutes: June 17, 2015

Present: B. Ellis, Wm. Emrick, B. Fanton, D. Foster, J. Gorton, L. Gridley, L. Kaminski, J. Ninos
Excused: V. Perkins, J. Stoltzfus
Absent: None
Guests: Kier Dirlam, Allegany County Planner; Wendy Skinner, Town of Amity Planning Board; Charles Jessup, Allegany County Board of Legislators
Location: Crossroads Conference Center, Town of Angelica

I. CALL TO ORDER:

Chairman L. Gridley called the meeting to order at 7:00 PM. The Chairman also welcomed all guests present.

II. MINUTES:

Minutes for **May 20, 2015** were reviewed: **On a motion by William Emrick and 2nd by Bob Ellis, the minutes from May 20, 2015 were reviewed and approved.**

III. NEW BUSINESS:

- A.** Town of Amity Comprehensive Plan: Chairman Gridley began by introducing Wendy Skinner, Chair of Amity PB to lead in review and discussion. Kier Dirlam also advised that he had begun meeting with the Town of Amity last fall in review of their comprehensive plan last updated in 2009. Kier also provided draft updates for further reference and review.

Wendy advised that census and other associated data figures were updated within plan revisions. A complete page by page review was also completed by town planning board members. Wendy further advised that updates have also included photos of changes that have occurred within the town since 2009.

A summary of the planning boards' discussion regarding zoning and site plan review was provided. It was also noted that future development shall depend on zoning guidance and language has been inserted within revisions to initiate future consideration.

Following review, discussion, and further recommendations of inclusion of additional recreational references and organizations, **on a motion by James Ninos, and a 2nd by Dale Foster 2nd, the updates to the Town of Amity Comprehensive Plan were approved.**

IV. OLD BUSINESS:

- A.** K. Dirlam advised on a note received from Michael Finn's office relating to flood plains for future consideration.
B. K. Dirlam provided an update to the Wal-Mart legal challenge initiated by the Wellsville Concerned Citizens Group citing a reference from a recent local newspaper published article on this subject.

V. CORRESPONDENCE:

None

VI. REPORTS:

- A.) DEC Report:** No reports specific to Allegany County
B.) Intergovernmental Review Projects [IRP'S]: None
C.) Southern Tier West Report: The next STW meeting is scheduled for June 25th. The primary order of business for the next meeting will be to review grant applications for Appalachia Regional Commission funding. No prior meeting minutes were available for review.
D.) Community Planning:
Town of Alma: Larry provided an update on a property recently acquired from Wells Fargo. Larry also provided a brief update on the draft Town of Alma Comprehensive Plan.
Town of Wellsville: Brian provided a report on a recent meeting in review of draft updates to town & village maps specific to industrial/commercial/agricultural area designations.

E.) **Continuing Education & Training:** None

F.) **Planning & Economic Development Office Report/Updates:**

- a. **Comprehensive Plan School:** Sessions continue and the school has been a positive learning environment for all involved. Participants have been very actively engaged in discussion over a number of local issues to their towns and villages as the program progresses. The consultants assigned to facilitate this course have remained very supportive as the course has progressed as well.
- b. **Broadband Project:** The project is now under construction and equipment installation on towers has commenced.
- c. **Planning Department:** The county Board of Legislators have officially created and adopted a resolution for creation of a county planning department. Official adoption occurred on Monday, June 8th.
- d. **Director of Planning Department:** Discussion has been initiated at today's Allegany County Personnel Committee meeting to start the process to create a director of planning department and a secretary to the director of planning department. It was also presumed to be taken to full committee perhaps as early as July.
- e. **Planning & Development Specialist –** The county Board of Legislators have officially created and adopted a resolution for creation of the position county "planning and development specialist". Official adoption occurred on Monday, June 8th. The creation of this position also abolishes the position of office of development clerk.

VII. GOOD OF THE ORDER

None

VIII. ADJOURNMENT:

On a motion by Dale Foster and 2nd by William Emrick, the meeting was adjourned at 7:48 pm.



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center
NYS Route 19
Belmont, NY 14813
585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany Planning Board Minutes: September 16, 2015

Present: B. Ellis, Wm. Emrick, B. Fanton, D. Foster, J. Gorton, L. Gridley,
L. Kaminski, J. Ninos, J. Stoltzfus, V. Perkins
Guests: Kier Dirlam, County Planner;
Location: Crossroads Conference Center, Town of Angelica

I. CALL TO ORDER:

Chairman L. Gridley called the meeting to order at 7:00 PM. The Chairman also welcomed the present guest.

II. MINUTES:

Minutes for **June 17, 2015** were reviewed: **On a motion by William Emrick and 2nd by Brian Fanton, the minutes from June 17, 2015 were reviewed and approved.**

III. NEW BUSINESS:

- A. Allegany County Comprehensive Plan: A review of the county comprehensive plan is scheduled to begin on Oct 27th. As per terms of the current comprehensive plan, the review committee requires representation by three (3) county planning board members. Following further discussion of committee roles, responsibilities, and expectations, it was determined and conceded that Lee Gridley, Dale Foster, and John Gorton shall represent the county planning board on this committee. The first meeting of this committee is set to convene on October 22nd at 3:00 PM. Comprehensive plan updates are tentatively targeted to be forwarded to the full board by June, 2016.

IV. OLD BUSINESS:

- A. Kier Dirlam reported that the Town of Wellsville had recently passed 3 law updates. The county planning board also elected to not serve as lead agent and an official response was provided to town attorney by the county planner's office regarding the County Planning Board action and intentions.
- B. Kier Dirlam also reported that the Town of Amity has officially passed proposed updates to their comprehensive plan.

V. CORRESPONDENCE:

None

VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam shared and reviewed Environmental Notice Bulletins June 17 – September 16, 2015. Contained within this review was one (1) water discharge permit from Empire Cheese of Cuba, NY, one (1) water discharge permit from Dresser Rand of Wellsville, NY, and one (1) water withdrawal permit from Swain Recreational Center of Swain, NY.
- B.) **Intergovernmental Review Projects [IRP'S]:** Kier Dirlam shared and reviewed two (2) IRPs dated Aug. 13th relating to wetland program development grants and clean water revolving fund grants, and one (1) IRP dated Aug. 24th relating to lakewide management projects.
- C.) **Southern Tier West Report:** The STW's annual board of directors meeting and officer installation is scheduled for Thursday, September 17th and this meeting shall be conducted on a train traveling from Olean. There were also no major changes expected in the annual officer elections.
- Kier also provided a review of the most recent Director's report highlighting a bio-refinery development and commercialization center project associated with the Alfred State Wellsville campus, Seneca Trail R.C. & D., and SUNY Environmental Science and Forestry from the Syracuse area. If development continues to move forward, an on-site lab would be placed at the Alfred State Wellsville campus for the purpose of research and development of organically-based energy products. It is also anticipated that this facility would be managed with a mix of students and contract employees.

D.) **Community Planning:**

Town of Caneadea: Further proposed updates the town of Caneadea zoning map were provided to Doug Crandall by the county planning board office last month and town planning board members are continuing to hone minor details to sections and articles.

Town of Grove: Work continues to clean up and repair flood damage at the Swain resort and surrounding area.

E.) **Continuing Education & Training:** The most recent member training opportunity was offered at the STW Local Government Conference in Houghton, NY. A future member training session shall hopefully be planned for in November. In discussion of topics of interest for future trainings, Bob Ellis suggested the subject matter of Code of Ethics for future consideration.

Members were reminded that they are required to receive 4 training hours per year. In addition, reimbursement documentation requirement changes were outlined and reviewed.

Members were also reminded that the Annual County Planning Board meeting and dinner is being planned for January, 2016.

F.) **Planning & Economic Development Office Report/Updates:**

a. **Director of Planning Department:** Kier Dirlam had received his official Appointment of Director of Planning at the July 27th Allegany County Board of Directors meeting. Paperwork has also been filed to transfer Kathleen Whitfield from the development office to the office of planning.

b. **Planning & Development Specialist:** Kier Dirlam reported on the appointment of Brian Gamache to the Planning and Development Specialist position. Brian comes to this position highly qualified with a masters degree in public administration and with exceptional skills and experience developed through his prior position and responsibilities with the Accord Corporation.

Some of Brian's early responsibilities will include investigating the feasibility of a land banks program for the county. This program could in part allow for an opportunity to better manage county tax foreclosure properties from general delinquency including abuse and neglect. A similar program also currently exists in Chautauqua County.

Brian is also working on the development of a commercial property database with site-finder capabilities (business classifications only).

c. **Startup NY Business news:** Kier Dirlam shared and reviewed a notice received from the Governor's office highlighting the first Start-Up NY business in Allegany County. Through this program, TDG Wood Products will be taking over the Sanzo building in Cuba to manufacture micro/micron cooking wood chips.

d. **Comprehensive Plan School:** Classes shall be resuming shortly after a brief summer recess. Most outlined curriculum has been covered and remaining classes will be primarily focused on plan creation and development.

Kier Dirlam reported on recent community surveys developed by the Towns/Villages of Wellsville and Alfred that were sent out to residents over the summer. Kier also reported on a community forum hosted by the Town and Village of Alfred on September 15th. Approximately 40 people were in attendance and four stations were set up for public input and discussion on various community subjects. Lively discussion was also noted. The next community meeting is scheduled on October 1st, 7:00 pm at the Village Hall.

e. **Broadband Project:** Most installation has been completed on existing towers over course of summer. Remaining work includes additional new towers to be erected and updates to the computer room at the county jail. A Broadband LDC has also been developed to serve as oversight to the Broadband project.

f. **Available Properties Database:** Previously outlined above within Planning and Development Specialist roles/responsibilities.

VII. GOOD OF THE ORDER

Kier Dirlam encouraged planning board members to consider taking a more active role in future planning and development. This topic shall remain open with time to be set aside at future meetings for further discussion on this topic.

VIII. ADJOURNMENT:

On a motion by Dale Foster and 2nd by William Emrick, the meeting was adjourned at 7:50 pm.



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center
NYS Route 19
Belmont, NY 14813
585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany Planning Board Minutes: November 18, 2015

Present: B. Ellis, Wm. Emrick, B. Fanton, D. Foster, L. Gridley, L. Kaminski, J. Stoltzfus, V. Perkins
Excused: J. Ninos, J. Gorton
Absent: None
Guests: Kier Dirlam – Director of Planning; Norman Ungerman – Allegany County Board of Legislators
Location: Crossroads Conference Center, Town of Angelica

I. CALL TO ORDER:

Chairman L. Gridley called the meeting to order at 7:00 PM and welcomed present guests.

II. MINUTES:

Minutes for **September 16, 2015** were reviewed: **On a motion by Valerie Perkins and 2nd by William Emrick, the minutes from September 16, 2015 were reviewed and approved.**

III. NEW BUSINESS:

- A. Village of Alfred - Referral of a Zoning map amendment: Kier Dirlam reviewed an email from Alfred Village Mayor Justin Grigg outlining a slight zoning change to a 123 N Main St. parcel resulting from a property owner lot split. The Village of Alfred has also approved this change. Following county planning board review and discussion, **on a motion by Valerie Perkins, 2nd by William Emrick, the Allegany County Planning Board approved the zoning revision citing no inter county/inter municipal impacts.**

IV. OLD BUSINESS:

- A. None

V. CORRESPONDENCE:

- A. Recap of 11/17/15 email correspondence as received at the planning office from Village of Alfred Mayor J. Grigg.

VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam provided and reviewed the Environmental Notice Bulletin for the period of September 16, 2015 through November 18, 2015. Contained within the packet was one (1). SPDES discharge permit for the Scio based Hydromac plant and one (1) SPDES renewal for the Allegany County Generating Station in Hume, NY.
The remaining two items reviewed related to two (2) statewide notices regarding Water Quality Standards Regulations and Chemical Bulk Storage Regulations.
- B.) **Intergovernmental Review Projects [IRP'S]:** Kier Dirlam provided and reviewed the IRP report for November 4th & 6th, 2015 published by the Southern Tier West Planning & Development Board.
Outlined within the Nov. 4th report was a Water District Replacement Project for the Town of Westfield, a Leaking Underground Storage Tank Program, and a Leaking Underground Storage Tank Prevention Program.
Contained within the Nov. 6th report was one (1) Allegany County specific report to acquire equipment for the purpose of site maintenance at the Wellsville Municipal Airport.
Legislator Ungerman also contributed to discussion with questions regarding the identification of leaking storage tanks to which Kier further advised that these programs have been developed to further identify and support.
- C.) **Southern Tier West Report:** The October 15, 2015 STW Planning Board meeting minutes were provided in ACPB members' packet. Also contained in the minutes and reviewed was a report to the board from STW ED Richard Zink.

Kier Dirlam advised that the 2016 STW budget was approved at the last meeting but further cited concerns expressed over the continuation of federal funding to help sustain programs and services. A program that has helped to support STW financial obligations as been the local foods program developed through STW which has generated very good local support.

Kier further summarized a record management program being offered to towns/municipalities through STW and Laserfische Software.

Kier also provided a recap on 3 recent training events hosted by STW including a Planning and Zoning Conference in Mayville which Kier, Dale Foster, and Brian Gamache had attended.

D.) Community Planning:

Town of Alma: Larry Kaminski advised on the Town of Alma Community Development Organization's next meeting scheduled for December 7 at Alma Town offices. The agenda for this quarterly meeting will include typical business meeting agenda items, committee reports, and an action item relating to a committee owned property on Rte 417 in Allentown. Kier further contributed with updates he had shared with Jack Wood on the Town of Alma Comprehensive Plan.

Town of Canadea: Valerie Perkins advised that there are no official updates to report on the towns' zoning map. Kier advised that an updated zoning map was provided to town supervisor for the intention of further review by the town's planning board.

Towns of Alfred/Wellsville: Kier Dirlam advised that representatives from Alfred and Wellsville have concluded in their participation in the comprehensive planning school. The participants are now in the process of updating their towns' plans in preparation for presentation to their local town boards. Updates to those respective town boards are anticipated by spring, 2016.

Town of Almond: Kier Dirlam shared that he has continued to meet with town officials periodically for the last 3 years. Most recently, Kier had met with their newly appointed committee chairman to re-establish where their comprehensive plan remains and next steps. There is also a new town supervisor which will be appointed on Jan 1st who is anxious to get the comp. plan done.

E.) Continuing Education & Training: None

F.) Annual Dinner: The ABPB annual business meeting and dinner is scheduled for January 20, 2016. Recommended location for the dinner was the Moonwinks restaurant in Cuba, NY. Secondary location if Moonwinks was not available was the L'Italia restaurant in Wellsville, NY. Programs for consideration at this year's dinner include the Fireball Run Experience and Economic Impact, and/or reflections from the recently retired Charlie Edmonson from Alfred University on changes he's seen in the county during his tenure at the university.

G.) Officers Nominating Committee: Chairman Gridley appointed Dale Foster and Jim Ninos to develop recommendations for the slate of ACPB officers to be appointed at the January meeting.

H.) Planning & Economic Development Office Report/Updates:

a. **Comprehensive Plan School:** Kier reported that the inaugural course has concluded with the last class completed yesterday. Lee Gridley and Brian Fanton had also participated as attendees in the school. All curriculum, presentation outlines, and background information has also been retained and shall continue to be utilized when future planning schools are scheduled.

The completion of the comp plan school concludes the second task of a 4 task project. The next progressive task shall be the village/town comp plan development process which now becomes increasingly dependent on local community volunteers to complete. County and contractor assistance will continue to be available through this step to assist with writing, technical assistance, and presentation. The target for plan completions is spring 2016 and plan approvals by late fall 2016.

b. **Broadband Project:** Kier reported that newly established Local Development Corporation (LDC) now has a full slate of officers and has met several times tasked in ensuring the broadband project progresses in an orderly fashion. The LDC shall also serve to provide broadband project administration and oversight on behalf of the county going forward. The LDC shall also be the controller of all associated project legal agreements and is responsible to manage all contracts with the County, the 911 program, with necessary service providers. The LDC will also facilitate any future project plans and development. Initial project construction remains the county's responsibility but once the initial construction phase is completed, the administration and management shall then be turned over the LDC.

c. **Available Properties Database:** Brian Gamache continues to develop a database that shall be utilized as a resource to businesses/commercial/industrial interests to assist in matching business needs with potential property matches. Brian has also been working with area realtors

who have been very helpful and cooperative during this development process. Access to this database shall hopefully be available on the Allegany County planning site and the Allegany County Gateway websites this week.

This database shall also help to better identify available properties that have been typically falling through the cracks in the past due to a lack of knowledge of availability. This shall also be beneficial in responding to inquiries received from other counties/entities looking for business properties meeting specific criteria.

Kier also requested for board member assistance in this project by sending over any information they come across regarding commercial/industrial properties for sale for inclusion within the database.

VII. GOOD OF THE ORDER

Norman Ungerman provided positive feedback regarding the available properties database and also stated the area realtors should stand to benefit from this resource as well.

VIII. ADJOURNMENT:

On a motion by Dale Foster and 2nd by William Emrick, the meeting was adjourned at 7:45 pm.



ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center

NYS Route 19

Belmont, NY 14813

585-268-7472

www.alleganyco.com

E-Mail: development@alleganyco.com

Chairman: Lee Gridley * Vice-Chairman: Dale Foster * Secretary: Larry Kaminski

Allegany Planning Board Minutes: December 16, 2015

Present: B. Ellis, Wm. Emrick, D. Foster, J. Gorton, L. Gridley,
L. Kaminski, J. Ninos, J. Stoltzfus, V. Perkins
Excused: B. Fanton
Guests: Kier Dirlam – Director of Planning
Location: Crossroads Conference Center, Town of Angelica

I. CALL TO ORDER:

Chairman L. Gridley called the meeting to order at 7:03 PM.

II. MINUTES:

Minutes for **November 18, 2015** were reviewed. Lee Gridley advised of a necessary change to the context contained within the Officers Nominating Committee report. **On a motion by William Emrick and 2nd by Bob Ellis, the minutes from November 18, 2015 were reviewed and approved with cited amendment made.** An amended copy shall be provided to the planning office following the conclusion of the meeting.

III. NEW BUSINESS:

- A. NS Railroad Communication Tower Proposal: Kier Dirlam outlined correspondence, site/tower illustrations, and site maps as received from Angela Kappen, Cultural Resource Scientist with Golder Associates, Inc. on a proposed Positive Train Control (PTC) system Monopole Tower structure to be installed along the Norfolk Southern railway near the intersection of Co. Rt. 15B & St. Rt. 70 in the Burns Township. Following further review and discussion, **on a motion by Dale Foster, and a 2nd by William Emrick, the ACPB approved the Norfolk Southern Tower Proposal with no comments.**

IV. OLD BUSINESS:

None

V. CORRESPONDENCE:

None

VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam provided and reviewed the current Environmental Notice Bulletin for Allegany County. Contained within the packet was one (1). SPDES discharge permit from the Town of Friendship STP.
- B.) **Intergovernmental Review Projects [IRP'S]:** Kier Dirlam reported that there were no in-county projects contained within the most recent IRP report. Kier further provided a review of projects filed within our neighboring counties including a rehabilitation project on the Olean Airport Main Hangar Doors in Cattaraugus County at \$1,060,000; a Performance Partnership Grant Program through the NYSDEC at \$12,500,000; a Great Lakes Restoration Initiative State Capacity LaMP, and an AOC with the NYSDEC at \$3,450,000.
- C.) **Southern Tier West Report:** The next STW Regional Planning Board meeting is scheduled for Thursday, December 17th.
- D.) **Community Planning:**
Town of Alma: Larry Kaminski provided a brief summary of the Town of Alma Community Development Organization's last meeting on December 7th. Larry advised that Jack Wood provided a review on the final draft Town of Alma Comprehensive Plan. The plan is also anticipated to be

reviewed by the Alma Town Board in early 2016. Kier Dirlam added that the ACPB can also anticipate a review of this plan in the near future as well.

- E.) **Continuing Education & Training:** Kier Dirlam shared information on a grants workshop recently held last week.
- F.) **Annual Dinner:** Kier Dirlam advised that the ACPB Annual Dinner and Business Meeting shall be held on January 20, 2016 at Moonwinks in Cuba. Social hour will be from 6 until 7 with the dinner and business meeting directly following. Connie Sowards and Diana Smith from the MRB Group will also provide a presentation on the planning development process and recent plan development activity in the county.
- G.) **Officers Nominating Committee:** James Ninos and Dale Foster provided an update on ACPB officer nominations. Most position recommendations are set but one seat remains pending. Recommendations shall be ready for vote for the January meeting. Of additional note, ACPB meetings are planned to continue on the 3rd Wednesday of the month.
- H.) **Planning & Economic Development Office Report/Updates:**
 - a. Crossroads Waterline: Kier Dirlam advised that this project has been split into two segments to allow for additional support through new funding opportunities that have been identified through the Dept. of Agriculture.
 - b. Park and Ride Project: It is anticipated that federal approval shall be granted soon on the proposed Park & Ride site development project. Once federal approval is received, the county shall then be moving forward to solicit bids on site construction. The Park and Ride site will be located adjacent to the south side of the Allegany County Office for the Aging building in Belvidere.
 - c. Business and Development: Brian Gamache is continuing to work with area realtors to develop an available commercial/retail/industrial use properties database: Kier also shared property listings that the db has been populated with so far. These listing shall also linked with realtor ML listings. Non realtor listings shall also be illustrated in the future but this portion of the project remains in development stages. Members were also requested to send any non-realtor property information to county planning office for inclusion. Map linking features are also being developed as well. This database has also been helpful when sharing real estate information with interests outside of our county.
 - d. Area Workforce Conditions: Kier Dirlam shared that the latest county unemployment report illustrates that our rate has fallen to 4.8% in response to a growing job market within our region. The total unemployment figure is 1,137 currently unemployed listed in county. Bob Ellis also added that recent Dresser Ramp layoffs may drive this figure up.

VII. GOOD OF THE ORDER

Member spouse charges for the planning board annual dinner remain undetermined. It is anticipated that spouses will be charged but the cost shall be determined once other event charges are compiled.

Bob Ellis indicated that the Eastwind Nursery has been purchased by the individual currently running the business and shall be diversifying business with additional services in the future.

Lee Gridley thanked all board members for their service to the planning board and wished everyone a Merry Christmas and Happy Holidays.

VIII. ADJOURNMENT:

On a motion by Dale Foster and 2nd by William Emrick, the meeting was adjourned at 7:44 pm.