



# ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center

NYS Route 19

Belmont, NY 14813

585-268-7472

[www.alleganyco.com](http://www.alleganyco.com)

E-Mail: [development@alleganyco.com](mailto:development@alleganyco.com)

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

## Allegany County Planning Board Minutes: January 20, 2016

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

**Guests Present:** Ann Acton, Daniel Acton, Deb Aumick, Don Cameron, Lesley Gooch Christman, Sherman Clark, Dawn Wildrick Cole, Jeremy Cole, Judy Cooper, Cathy Crandall, Curt Crandall, David Decker, Lynette Decker, Kier Dirlam, Kim Duthoy, Cindy Dutton, Herb Ehrig, Phebe Fanton, Dar Fanton, Melody Fanton, Gayle Foster, Phyllis Gaerte, Brian Gamache, Anne Gorton, Karl Graves, Jill Grigg, Justin Grigg, Gretchen Hanchett, Steve Havey, Eva Heaney, William Heaney, Judy Hopkins, Richard Hull Jr., Laura Hunsberger, Ed Hunsberger, John Jessop, Earl Johnson, Dawn Ketchner, Ginny LaForge, Kevin LaForge, Judith Lynch, Reita Sobeck Lynch, Vicki Joyce Middaugh, Della Mulvey, Karrie Ninos, Lauren Oliver, David Pullen, Nancy Jo Pullen, Carla Raz, Paul Rice, Debra Root, Don Skinner, Wendy Skinner, Diana Smith, Connie Sowards, Tammy Stoltzfus, Norman Ungerman, Paula Van Dyke, Bill Whitfield, Cathleen Whitfield, Barb Zlomek, Dave Zlomek

**Location:** Moonwinks Restaurant, Cuba, 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:**

County Director of Planning Kier Dirlam facilitated the introductions of attendees, county, town, and village planning board members and distinguished guests.

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

The official business meeting was called to order at 8:21 PM by Chairman Lee Gridley.

### **II. ANNUAL BUSINESS MEETING:**

**A.** Nominating Committee Report: Chair of the Nominating Committee, Dale Foster presented the following slate of officers for 2016:

- |                         |                |
|-------------------------|----------------|
| a. Chairman:            | Lee Gridley    |
| b. Vice Chair:          | Dale Foster    |
| c. Secretary:           | Larry Kaminski |
| d. Assistant Secretary: | James Ninos    |

**On a motion by John Stoltzfus and seconded by Jon Gorton, the planning board members voted to close nominations and for the secretary to cast one vote for the proposed slate of officers for 2016. Motion passed.**

**III. GUEST PROGRAM**

**The Planning Process – The Allegany County Experience:** To be presented to attendees following the conclusion of the business meeting by Diana Smith and Connie Sowards from the MRB Group.

**IV. OLD BUSINESS:**

None

**V. NEW BUSINESS:**

None

**VI. GOOD OF THE ORDER**

None

**VII. ADJOURNMENT:**

On a motion by Dale Foster, and 2<sup>nd</sup> by James Ninos, the meeting was adjourned at 8:22 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](http://www.alleganyco.com)

E-Mail: [development@alleganyco.com](mailto:development@alleganyco.com)

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

## Allegany Planning Board Minutes: March 16, 2016

**Present:** Wm. Emrick, B. Fanton, D. Foster, J. Gorton, L. Gridley, L. Kaminski, J. Stoltzfus, V. Perkins  
**Excused:** B. Ellis, J. Ninos  
**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 7:05 PM.

### II. MINUTES:

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

Minutes for **January 20, 2016** were reviewed: **On a motion by William Emrick and 2<sup>nd</sup> by John Stoltzfus, the minutes from January 20, 2016 were reviewed and approved.**

### III. NEW BUSINESS:

- A. Jon Gorton reported that the town of Grove has a planning board meeting scheduled for March 29 to address a special use permit for a weather notification system.

### IV. OLD BUSINESS:

- A. None

### V. CORRESPONDENCE:

- A. Kier Dirlam advised on the recently distributed Sothern Tier West Local Government Conference flier. The STW Conference is scheduled for May 11<sup>th</sup> and will be held at Houghton College in Houghton, NY.

### VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam provided and reviewed the Environmental Notice Bulletins for Allegany County from December, 2015 through present. Contained and reviewed from this time period was one (1) permit application to install a 12 slip docking facility at the Hutton Bay dock in Rushford, NY.
- 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 by the Olean Municipal Airport within Cattaraugus County including a one project intending to procure snow removal equipment and a second project to replace the perimeter fence at the airport.
- C.) **Southern Tier West Report:** The next STW Regional Planning Board meeting is scheduled for Thursday, March 17<sup>th</sup>. Kier further recapped on the upcoming local govt. conference in Houghton on May 11<sup>th</sup>.
- D.) **Community Planning:**  
Town of Alma: Kier advised that he attended a recent Alma town board meeting to assist in answering questions relating to their comp plan draft. Town board members intend to take their plan under further review and will plan to host further discussion at upcoming town board meeting(s).  
Towns of Alfred/Wellsville: Kier advised that representatives from Alfred and Wellsville remain in the process of updating their towns' plans in preparation for their local town board reviews. Updates to those respective town boards are anticipated by spring, 2016.

Town of Caneadea: Valerie Perkins advised that Caneadea's zoning updates and articles are being reviewed by legal representation. The town planning board's next steps shall factor legal advisement.

Kier concluded to advise that consolidated funding applications are expected to be posted within the next two months.

E.) **Continuing Education & Training:**

Sothorn Tier West Local Government Conference, May 11<sup>th</sup>, Houghton, NY.

Kier also advised to visit and further "like" Allegany County Planning on Facebook to learn further on other training event notifications and opportunities.

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

a. **Comprehensive Plan School:** Kier reported that phases 1 & 2 have been completed and all financial information is current and up to date. Phase 3 remains in process which involves town/village representative attendees to complete their comprehensive plans.

b. **Broadband Project:** The Sheriff's office is working with Motorola in development of a contractual agreement to erect 6 new broadband equipment towers throughout the county. The new towers will be located in Angelica, Alma, Whitesville, Bolivar, Grove, and Rushford. It is also anticipated that all towers will be completed in 6 months. It was also noted that this project is fully supported with grant funding.

The Broadband Development Corporation has now been allocated money in January to initiate start up activities including accounting, legal work, and appointment of an executive director. As a result, in February, Ryan Cool has been officially appointed as executive director of the Broadband Devlp. Corp. Ryan is currently working with last mile providers to foster and establish relationships between the service providers and business/residential customers.

c. **Land Banks Project:** Kier reported that in January, the county board of legislators approved a resolution to establish the Allegany County Land Bank Corporation. The Land Bank shall in part allow the county to acquire, redevelop, and improve tax delinquent, vacant or abandoned property, providing a mechanism to convert these properties to productive uses and offer future, long-term benefit to the county.

Following this approval, paperwork was submitted to Empire State Development and the county is now awaiting their review and approval. Additional attorney general's office funding could additionally be made available following ESD approval.

d. **New profile pieces: Overview, Living and Visiting:** Kier provided an overview on four (4) new brochures being developed targeting potential business owners and new residents. Four (4) profiles/themes shall be created. The 1<sup>st</sup> shall be a general overview entitled "Experience Allegany County". The 2<sup>nd</sup> is recreationally themed brochure is "Visiting Allegany County – A Great Place to Visit". The 3<sup>rd</sup>, will be called "Living in Allegany County – A Great Place to Live". The 4<sup>th</sup>, targeting business/commerce will be "Doing Business in Allegany County – A Great Place to Do Business". The planning office is also working with realtors to have these brochures included within literature packets they provide to potential business/residential interests. The brochures will further be targeted towards businesses and colleges to which they could then include within their welcome packages offered to potential employees, students, etc.

e. **Friendship Empire Zone:** Kier summarized key facts outlining the Friendship Empire Zone project which expired in June, 2010. In 2003, there were 157 businesses which were certified and although some of the associated business benefits have expired, a 2014 report provides indication that 48 businesses remain certified in 2014. Further, these remaining businesses represent and maintain a \$13.8 million dollar capital investment and 1,769 employees receiving benefits directly from this program. Overall, there has been \$225 million dollars in capital investment to businesses over the course of the 20 year term of this program within the county. This represents a very strong and positive testament to the effectiveness of this program.

f. **Goals/Strategies:** Kier reported on a group in Alfred that had recently put together goals and strategies for the county's development program. Additional review and wordsmithing shall be completed on these goals and strategies for an anticipated presentation to the county board of legislators for implementation in the county comprehensive plan updates.

- g. IncubatorWorks/76 West Clean Energy Business Competition:** IncubatorWorks represents the new name of the ceramic incubator in Alfred. IncubatorWorks held an informational session recently on the 76 West Clean Energy Business Competition which would allow for proposals from new businesses with clean energy ideas to set up within incubator program within the southern tier areas of NYS. Prizes to be awarded include a \$1 million dollar award for 1<sup>st</sup> Place, \$500,000 for 2<sup>nd</sup> place, and \$250,000 for 3<sup>rd</sup> place which businesses could apply towards technical resources and business startup costs.
- h. Hazard Mitigation Plan:** The county hazard mitigation plan is due to be completed by the end of summer and a consultant was recently contracted to conduct the hazard mitigation study.

## **VII. GOOD OF THE ORDER**

Dale Foster suggested that brochures being developed should also include caption/reference to location and background on utilized pictures.

## **VIII. ADJOURNMENT:**

**On a motion by Dale Foster and 2nd by William Emrick, the meeting was adjourned at 7:47 pm.**



# ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center

NYS Route 19

Belmont, NY 14813

585-268-7472

[www.alleganyco.com](http://www.alleganyco.com)

E-Mail: [development@alleganyco.com](mailto:development@alleganyco.com)

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

## Allegany Planning Board Minutes: April 20, 2016

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

### **I. CALL TO ORDER:**

Chairman L. Gridley called the meeting to order at 7:02 PM. The Chairman welcomes guest John Roederer and facilitated planning board member introductions.

### **II. MINUTES:**

Minutes for March 16, 2016 were reviewed: Following one correction of a misspelling, and correction of a grammar error, **on a motion by William Emrick and 2<sup>nd</sup> by James Ninos, the minutes from March 16, 2016 were reviewed and approved with noted addendums.**

### **III. NEW BUSINESS:**

- A.** Referral – Angelica Tower: Kier Dirlam provided a review of an invitation to comment memo from EBI Consulting on plans for the erection of a tower within the town of Angelica. Also included and reviewed within the EBI memo were site location maps, general project description illustrations, and antenna schedules. The memo also specified that EBI only seeks comments relating to the project's potential effects on historical properties. Planning board review discussion included the identification of a stone house at the corner of the Short Tract Rd., recognition of the Town of Angelica on the historic register, and a general concern over the tower's relative closeness to a nearby roadway. Following review and discussion, **on a motion by Jon Gorton, 2<sup>nd</sup> by Dale Foster the ACPB acknowledges the review of the April 5<sup>th</sup> EBI Angelica Tower Referral citing no known associated detrimental impacts on historical properties.** Brian Fanton provided additional clarification to also state that the board's action serve to represent historical viewpoints and impacts only. Kier shall provide a letter back to EBI acknowledging our discussion and review.
- B.** Referral – Little Genesee Tower: Kier Dirlam provided a review of an invitation to comment memo from EBI Consulting on plans for the erection of a tower within the town of Bolivar. Also included and reviewed within the EBI memo were site location maps, general project description illustrations, and antenna schedules. This memo also serves as an update to a prior project submission provided in January, 2016. The update from the prior submission addresses an increase to the tower height from 275 feet to 305 feet. The memo specifies that EBI only seeks comments relating to the project's potential effects on historical properties. Planning board review discussion included intended signal reach and connectivity, associated area topography challenges. Cited comments included that this area also contains a large number of old oil & gas wells and that this area is known to have many rock formations/outcroppings. Air maps shall also require updates to reflect new tower locations. Following review and discussion, **on a motion by James Ninos, 2<sup>nd</sup> by Dale Foster the ACPB acknowledges the review of the April 11<sup>th</sup> EBI Bolivar Tower Referral citing no known associated detrimental impacts on historical properties.**
- C.** Comprehensive Plan Review: Kier Dirlam provided and reviewed copies of the Intergovernmental Cooperation Chapter (Section 5) of the County's 2013 comprehensive plan to initiate further conversation on pending required updates to the plan. Kier also shared that he will be disseminating portions of the plan to other associated relative agencies/affiliations for input and feedback. Members were asked to consider taking ownership of this section by providing an in-depth review and to initiate updates to this section through additional informational suggestions, comment, and and/or edits to currently illustrated material. Any comments/additional context for consideration is requested to be provided to the planning office in writing for further review and eventual incorporation within overall plan

updates. Any comments received shall be shared with the comprehensive review committee as well. Comments/editorials are encouraged to be made available for additional consideration at the May planning board meeting.

#### IV. OLD BUSINESS:

- A. Goals/Strategies – Revised version: Kier Dirlam provided and reviewed revisions to a goal and strategy document developed by a group tasked with a focus on economic conditions and development within Allegany County. This group is comprised of county legislative members, key leaders from Alfred College, Alfred University, and Houghton College, and high level business leaders from throughout the county. Highlighted within the review were updates to the Allegany County development vision statement and an outline on the county mission, strategies, and objectives table. This information has also been shared within preliminary reviews with CPIG and with the county planning and development committee. The county P & D committee also intend to present this information to the full board of legislators on May 5<sup>th</sup>. This document and information shall also become the basis for updates to section IV of the county comprehensive plan and shall also serve to foster better collaboration/cooperation among agencies. This document is also integrated and designed as an enhancement to a county-wide marketing campaign and to help establish a county “brand”. Benchmarks/key performance indicators also being developed and shall be built out as this document is developed further. Members were also encouraged to participate within this development process through comments, ideas, or active participation within the process. Anyone with additional thoughts and suggestions were further advised to see Kier directly to explore further.

#### V. CORRESPONDENCE:

- A. Lee Gridley advised members of a letter of resignation received from current member John Stoltzfus. John’s decision is based on personal matters which could potentially interfere with his obligations as a county planning board member. Following review and discussion, **on a motion by Dale Foster, and a 2<sup>nd</sup> by William Emrick the County Planning Board accepts John’s resignation with regret with the caveat that John remain eligible for re-appointment if personal matters are resolved.** Motion carried.

#### VI. REPORTS:

- A) **DEC Report:** None.
- B) **Intergovernmental Review Projects [IRP’S]:** None.
- C) **Southern Tier West Report:** The next STW Board meeting is on April 21<sup>st</sup>. Meeting minutes from the last board meeting on March 17 were also provided and reviewed. Of note was the appointment of Craig Clark and Debra Root to board positions vacated by Mitchell Alger and the late Theodore Hopkins. A recent number of resignations received is also leaving STW very short staffed and administration is working diligently to fill these vacant seats.
- D) **Community Planning:** Village of Canaseraga: Kier was recently contacted by the village over concerns on a request from the town planning board to review all village laws. Following further review, Kier had provided additional resources to the village for their future consideration in creating a local village planning board.  
The Town and Village of Wellsville have progressed in their comprehensive plan development processes.  
The Village of Alfred has also compiled survey data received on their comprehensive plan.
- E) **Continuing Education & Training:** Kier reminded everyone on the upcoming local govt. conference in Houghton on May 11<sup>th</sup>. Any planning board members wishing to attend were advised to register to attend through Kier.
- F) **Consolidated Funding Applications:** CFA should be coming out soon but no notice provided as of yet when it will be available.
- G) **Planning & Economic Development Office Report/Updates:**
1. **Land Banks Project:** Verbal approval only was received from Empire State Development. Additional fund allocations have also been recently earmarked for start-up processes.
  2. **Hazard Mitigation** Kier advised on the upcoming Hazard Mitigation Plan Update meetings on April 26<sup>th</sup> and April 27<sup>th</sup>. at the Belmont Legion. Tetra-tech has also been hired as consulting firm to assist in this process.

3. **Business and Development:** Kier along with other county representatives have been selected to attend the Select USA Summit in Washington, DC from June 19<sup>th</sup> – 21<sup>st</sup>.

**VII. GOOD OF THE ORDER**

**VIII. ADJOURNMENT:**

On a motion by Dale Foster and 2<sup>nd</sup> by William Emrick, the meeting was adjourned at 8:17 pm.



# ALLEGANY COUNTY PLANNING BOARD

Crossroads Commerce & Conference Center

NYS Route 19

Belmont, NY 14813

585-268-7472

[www.alleganyco.com](http://www.alleganyco.com)

E-Mail: [development@alleganyco.com](mailto:development@alleganyco.com)

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

## Allegany Planning Board Minutes: May 18, 2016

**Present:** Wm. Emrick, B. Fanton, D. Foster, J. Gorton, L. Gridley,  
L. Kaminski, J. Ninos, V. Perkins, J. Roederer

**Excused:** None

**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 **April 20, 2016** were reviewed: **On a motion by William Emrick and 2<sup>nd</sup> by Dale Foster, the minutes from April 20, 2016 were reviewed and approved with minor grammatical revisions made.**

### III. NEW BUSINESS:

Bob Ellis passing: Lee Gridley advised all on the passing of AC Planning Board member Bob Ellis and sent around a card for those wishing to express their condolences. As per the advice of the family, any donations made are requested to be directed to the Amity rescue squad. No memorial service for Bob has been scheduled at this time.

- A.** EBI Referral – Alma Tower: Kier Dirlam provided a review of the referral and invitation to comment from EBI Consulting on plans for the erection of a tower within the town of Alma. Also included and reviewed within the EBI memo were site location maps, general project description illustrations, and antenna schedules. The memo specifies that EBI only seeks comments relating to the project's potential effects on historical properties.
- Planning board review included discussion on driveway use and other tower locations adjacent to this structure. Following review and discussion, **on a motion by James Ninos, 2<sup>nd</sup> by William Emrick the ACPB acknowledges the review of the EBI Alma Tower Referral citing no known associated detrimental impacts on historical properties.**

### IV. OLD BUSINESS:

Comprehensive Plan Chapter V Review: Kier Dirlam provided and reviewed copies of the Intergovernmental Cooperation Chapter (Section 5) of the County's 2013 comprehensive plan to continue in conversation on required updates to the plan. Kier also shared that he has disseminated portions of the plan to other associated relative agencies/affiliations for input and feedback.

As a follow up from prior discussion on this matter at the last ACPB meeting in April, members were asked to review material and provide suggestions for updates to this section through additional suggestions, comment, and and/or edits to currently illustrated material.

In a page by page review, member comments were as follows:

Valerie Perkins – citing pg. v-2, 2<sup>nd</sup> line stating “Allegany County promotes the concepts of intergovernmental cooperation where justifiable...” questioned use of the term “justifiable”.

Valerie also asked for further meaning/understanding on the pg. v-2 bullet stating “develop a single source public information for Allegany County government” and “radio commentary newsletters”. As a result, Kier shall add social media to list.

John Roederer – comment regarding Inter-governmental Cooperation Objectives observation suggesting a potential redundancy on bullet points and an opportunity to consolidate bullet points.

Dale Foster – offered additional points to be shared individually with Kier following the meeting.

Kier Dirlam provided an explanation on the referenced complete streets initiative.

Valerie – regarding pg. v-3 bullet “create effective means of reaching all of Allegany County” offered the suggestion to link individual town websites to county site. Kier advised that although linkage is available on the county site, it can be challenging to find. Perhaps additional prominence will be designed within future site updates to enhance this availability of these linkages.

Valerie – regarding “improve aesthetics of Towns and Villages by encouraging site plan review and increased land use regulation” and the creation of a “permit checklist” reference as a positive means to creating standards and consistency with the process.

Valerie – also suggested to emphasize corridor aesthetics on maps.

The zoning law and planning board map references were also brought to members’ attention. Kier also mentioned that recent adoptions of comprehensive plans within the towns of Canaseraga and Burns will require updates to the comprehensive plan map. The Towns and Villages with Planning Boards maps will have to be updated similarly as well.

William Emrick – suggestion to offset shading of the Indian Oil Springs Indian Reservation to differentiate this area from other regions on the maps.

Valerie – regarding pg. v-6 bullet “Develop and maintain a master plan to address growth” questioned use of the term “address” and suggested to addition of the term “smart” before growth.

Valerie also offered positive reinforcement on pg. v-6 bullet point 3 stating “Help various entities to complete applications on grants”.

Valerie – regarding pg. v-6 bullet 4 suggested to include entities names.

Kier – pg. v-7 bullet “create, adopt, and utilize an official county map...” initiative continues but also questioned relating to the remaining validity of this concept.

John R. – question regarding pg. v-7 meaning/intentions of the comprehensive plan school bullet. Kier explained the goals and intentions behind this project and typical flow of the comprehensive planning process. As a result of discussion, we may wish to replace the word “school” with “training”.

Valerie – suggestion to provide better exposure for job postings. A help wanted clearing house shall be considered further.

Kier Dirlam also provided an update regarding the grant writing agreement between the county and the Kheops engineering firm.

## V. CORRESPONDENCE:

## VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam provided and reviewed the Environmental Notice Bulletins for Allegany County from April 20 through May 18, 2016. Contained and reviewed from this time period was one (1) permit application from Rushford, NY to stabilize shoreline along the lake, and (1) SPDES report from Hyland Facility Associated from Angelica, NY. A review of statewide notices with relevance to county was also provided.
- B.) **Intergovernmental Review Projects [IRP’S]:** None
- C.) **Southern Tier West Report:** Kier reported that there will be no STW meeting in May. For the next STW board meeting in June, the board will be reviewing Appalachian Regional Commission grant application submissions. The STW Board shall provide a preliminary review of applications and then prioritize projects within a recommendation which is then forward to the state and then federal governments for final review and approvals.
- D.) **Community Planning:** Town/Village of Almond: Kier is assisting with the town/village in revitalizing progress in their comprehensive planning process.  
Town of Alfred/Almond: Conversation has occurred between municipalities to extend water and sewer systems between the municipalities. Currently, the Town/Village of Almond has no sewer utility and the village’s water system is in need of updates. Grant funding is being sought after to help further this discussion and initiative.  
Town of Wellsville: Kier, Brian, and Lee provided a brief report the newly town councilman and supervisor for Wellsville. There may also be new appointments to the town’s board.  
Town of Rushford: Kier attended recent meeting with the Rushford Economic Development Organization (REDO). REDO is a newly created group and is serving as an economic development entity that is looking to improve Rushford through the implementation of new projects and activities. Approximately 22 attendees were present for this meeting. A number of Main St. enhancement projects were discussed including the idea of the development of a community café:

This community café is an initiative being spearheaded by the local church community representatives to provide free or low cost meal offerings to the community. The community café is also being developed as a separate entity from REDO.

Town of Alma: Larry reported on his attendance at the last town board meeting and anticipates the board to act on the review and approval process for their comprehensive plan at their June meeting.

- E.) **Continuing Education & Training:** Kier reported on the recent STW Local Government Conference in Houghton on May 11<sup>th</sup>. Allegany County was represented with a booth at the conference and 3 AC planning board members also participated as attendees. Overall, it was reported as a good, informative conference by all in attendance.
- F.) **Planning & Economic Development Office Report/Updates:**
- a. **Consolidated Funding Applications-** Kier reported that all consolidated funding applications are due at the end of July. Kier also outlined and shared information on an upcoming consolidated funding application upcoming workshop on May 24<sup>th</sup>, 11:00 AM at ASC Wellsville campus 11am. Please notify Cathleen Whitfield if planning to attend
  - b. **Comprehensive Plan School** – Follow up meetings are planned for Alfred and Wellsville next week to discuss progress on their comprehensive plans. Final plan drafts will also be due in September.
  - c. **Broadband Project** – Kier advised that an additional agreement are being developed between the county and ION to address IT and connectivity at the county office building. Once this additional agreement is in place, the broadband project shall continue to move forward with the activation of new towers. It is also anticipated that the 6 new towers will be functional by September.
  - d. **Land Banks Project** – Kier advised on a startup grant fund of up to \$150,000 which may be available to help launch this project. Grant applications are due by May 27<sup>th</sup>.
  - e. **Crossroads Press Release** – Kier provided copies of the release of a notice from the IDA that went to local and regional publications. The notification in part intends to drive developer interest in developing a plan. Developers shall focus work on Crossroads site.
  - f. **Training form reviewed** – Kier reminded members that they are required to have 4 hrs. training per year. Members were also asked to complete and submit the appropriate training record form and to turn these training forms in to the planning office once completed.
  - g. **Alfred State Project:** Kier shared a flier and provided a review on the ASC Bio refinery Development and Commercialization Center.

## VII. GOOD OF THE ORDER

None

## VIII. ADJOURNMENT:

On a motion by William Emrick and 2<sup>nd</sup> by Dale Foster, the meeting was adjourned at 8:37 pm.



# ALLEGANY COUNTY PLANNING BOARD

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

[www.alleganyco.com](http://www.alleganyco.com)

E-Mail: [development@alleganyco.com](mailto:development@alleganyco.com)

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

## Allegany Planning Board Minutes: September 21, 2016

**Present:** Wm. Emrick, B. Fanton, D. Foster, J. Gorton, L. Gridley, L. Kaminski, J. Ninos, V. Perkins, J. Roederer  
**Excused:** None  
**Absent:** None  
**Guests:** Kier Dirlam – Director of Planning, Michelle Denhoff – Planning and Development Specialist, Doug Crandall – Chairman of Town of Caneadea Planning Board, Phil Stockin – Town of Caneadea Supervisor  
**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 guests present and facilitated introductions.

### **II. MINUTES:**

Minutes for **May 18, 2016** were reviewed: **On a motion by William Emrick and 2<sup>nd</sup> by James Ninos the minutes from May 18, 2016 were reviewed and approved.**

### **III. NEW BUSINESS:**

Town of Caneadea Zoning Law Referral: Doug Crandall began an overview of the proposed law with explanation that the town has been working on developing new zoning laws for the last 4 years. This revision will serve as an update to current law which was originally adopted on May 8, 1975, and revised in April, 1989. Most updates are focused with a business emphasis. Updates highlighted included the Rt. 19 corridor through town updates with commercial zoning. It is the hope and intention that these updates will serve to attract new businesses. The new revisions shall also serve to update the law to better recognize new available technologies. Recent nearby development and initiatives could also attract other business interests.

Phil Stockin added that updates also serve to recognize and reflect a new water line available along the Rt. 19 corridor throughout the town.

These updates have also been reviewed extensively by the town attorney, and copies of the proposed law have also been shared with all surrounding townships.

Lee Gridley continued with facilitation of dialog among county planning board members and town officials regarding use of terms, grammar, and specific meanings/intentions regarding portions of the proposed law.

Following review and discussion, **on a motion by James Ninos, and a 2<sup>nd</sup> by William Emrick, the Allegany County Planning Board offered to approve the proposed zoning law noting no adverse county impact.**

Following further discussion regarding the meaning and intentions behind a no adverse impact declaration, **on a motion by Jon Gorton, and a 2<sup>nd</sup> by William Emrick, the original motion to accept the proposed zoning law citing no adverse impact was withdrawn.**

**On a motion by James Ninos, and a 2<sup>nd</sup> by William Emrick, the Allegany County Planning Board approves the Town of Caneadea zoning law updates. Motion approved.**

A final document will be provided to county once adopted by town.

#### IV. OLD BUSINESS:

Town of Alma Comprehensive Plan: Kier Dirlam reported on receipt of the Town of Alma Comprehensive Plan which was received in August. At such time, Kier attempted to call planning board members together for review but could not establish a quorum. Kier followed up with issuance of a follow up letter to the town to inform them of the condition and to further advise on their ability to move forward in their approval process. The Town of Alma proceeded with hosting a public hearing on the plan on September 6<sup>th</sup> and following the public hearing, approval of their plan. A SEQR review on the plan was also completed.

With this recent plan adoption, Kier further estimated that approximately one third of all townships in Allegany County now have comprehensive plans.

#### V. CORRESPONDENCE:

None

#### VI. REPORTS:

- A.) **DEC Report:** Kier Dirlam provided and reviewed the Environmental Notice Bulletins relevant to Allegany County from May 18 through September 21, 2016. Contained and reviewed from this time period were seven (7) reports relating to Allegany County. A review of statewide notices with relevance to county was also provided.
- B.) **Intergovernmental Review Projects [IRP'S]:** Kier Dirlam outlined one Allegany County specific report regarding Accord Corp's Rural Business Development Program listed.
- C.) **Southern Tier West Report:** Kier Dirlam reported on the recent appointment of Hailey Kottwitz to the STW staff.
- D.) **Community Planning:** Town/Village of Almond: Kier continues to assist with the town/village in continued progress in their comprehensive planning development process.  
Town/Village of Wellsville: The town/village of Wellsville comprehensive plan continues to be developed. Kier recently reviewed a draft and returned the plan to the MRB group with a number of comments. A revised plan shall then be developed for further review by the town & village.
- E.) **Continuing Education & Training:** Notification on the upcoming STW Fall Conference have been sent out and are also available at the planning office. A stormwater conference also being held at the end of October.  
Kier facilitated further conversation on potential topics for a fall county planning board training session. Kier also mentioned that SEQR has been expressed as a continued topic of interest. A November 16<sup>th</sup> target was also identified as good date to consider for a program. Board members also suggested the topics of successful consolidation efforts and shared services for further consideration. Training would also serve to fulfill a portion of board members' 4 hr. training requirement per year.
- F.) **Planning & Economic Development Office Report/Updates:**
- a. Kier provided a written report summarizing recent office of planning activities and status updates. Items contained within the report include:
    - i. Brian Gamache's resignation and replacement by Michelle Denhoff
    - ii. ARC Funding Applications: 11 applications were reviewed. Funding review continues through winter with federal review of applications anticipated in spring, 2017. Final approval would also be expected in June, 2017
    - iii. Hazard mitigation plan update.
    - iv. Allegany County Website Development Project: Launch of new website anticipated in October.
    - v. Land Bank Project: Startup grant is being managed by Brian Gamache with Brian now serving as a contractor in continued facilitation of this project.
    - vi. Broadband Project: 2 towers foundations are complete.
    - vii. Town of Alma Comprehensive Plan Adoption
    - viii. Comprehensive Planning School Updates
    - ix. Friendship – Belvidere Waterline Project
    - x. Park & Ride Project at Crossroads Complex
    - xi. Business and Development Brochures, Skilled workforce, Market Access, Lifestyle

- xii. Properties Database: Project transferred to Michelle Denhoff
- xiii. Resignation of Jack Wood from ACIDA. Appointment of Craig Clark as new Executive Director of ACIDA. New IDA board member also to be appointed.
- xiv. Saxon Glass 20 Year Anniversary
- xv. High Tech Ceramics 35 Year Anniversary
- xvi. Hotel development. County meeting with potentially interested parties

*Please refer to September 21 Office of Planning written report for additional detail on items*

## **VII. GOOD OF THE ORDER**

None

## **VIII. ADJOURNMENT:**

**On a motion by Dale Foster and 2<sup>nd</sup> by William Emrick, the meeting was adjourned at 8:12 pm.**



# ALLEGANY COUNTY PLANNING BOARD

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

[www.alleganyco.com](http://www.alleganyco.com)

E-Mail: [development@alleganyco.com](mailto:development@alleganyco.com)

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

## Allegany Planning Board Minutes: October 19, 2016

**Present:** Wm. Emrick, B. Fanton, D. Foster arrived at 7:20, J. Gorton, L. Gridley, J. Ninos, V. Perkins, J. Roederer  
**Excused:** L. Kaminski  
**Absent:** None  
**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 7:00 PM.

### II. MINUTES:

Minutes for September 21, 2016 were reviewed: **On a motion by William Emrick and 2<sup>nd</sup> by John Gorton the minutes from September 21, 2016 were reviewed and approved.**

### III. NEW BUSINESS:

None

### IV. OLD BUSINESS:

Review of the Caneadea Zoning Law Referral – Approved: The Caneadea Zoning Plan was approved in September 2016. The final document was provided to the county and adopted by the town of Caneadea.

Resubmit of a site for broadband towers directly across the road from previous site. Re application, approved

### V. CORRESPONDENCE:

None

### VI. REPORTS:

- A.) **DEC Report: None.**
- B.) **Intergovernmental Review Projects [IRP'S]:** None
- C.) **Southern Tier West Report:** The Southern Tier West group will meet on October 20, 2016.
- D.) **Community Planning:** T&V, Alfred Comp Plans, T&V, Wellsville Comp Plan, The Village and Town of Alfred will turn in their notes and completed work, diagrams, maps, and surveys. Wellsville Town and Village has completed their plans and has shared the results. Projects were submitted to the county.
- E.) **Continuing Education & Training:** Allegany County Planning Board will conduct a training session on November 16, 2016, entitled “Signs, Etc.” The training session will begin at 6:30 PM with a light meal. Location: the large classroom. The program will cover correct zoning laws for towns and villages.
- F.) **Planning & Economic Development Office Report/Updates:**
  - a. Wellsville will be working on their comprehensive plan updates at the Stevens fire hall.
  - b. Broadband towers: Rushford, Bolivar, and Alma. The Bolivar tower location was moved 300-foot tower.
  - c. Note: we spoke of a problem-solving solution for your business it included: business incentives, workforce development, and a training and program catalog
  - d. Craig Clark has taken the position of head of the IDA.
  - e. Kier report that there has been a lower population distribution in the demographics of Allegany County by 3% less between the years 2010 - 2015.

## **VII. GOOD OF THE ORDER**

- a. Discussion on the impact of the millennial age group born between 1980-1999 and their involvement in local politics and volunteering. It was noted that they are more self-involved than previous generations and less apt to volunteer.
- b. The January annual dinner meeting this year will be located at Moonwinks in Cuba, New York.
- c. Kier and Lee are hoping to have the new president of Alfred University speak on Alfred University place within the county.
- d. Jim Ninos was asked to head the Nomination Committee for the upcoming year's slate of officers. Normally Dale Foster and Jim Ninos work together, this year Dale will be out of town for the annual dinner meeting.

## **VIII. ADJOURNMENT:**

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