

**Cattaraugus County Planning Board
303 Court Street, Little Valley, New York
October 29, 2015 at 7:00 pm**

PLANNING BOARD MEMBERS PRESENT: Charles Couture, Chairman
Paul Mager, Vice Chairman
Michael Zaprowski, Secretary
Florence Fuller, Assistant Secretary
Robert Keis
David McCoy
Andrea Mellon
Mark Smith
James Valent

PLANNING BOARD MEMBERS ABSENT: Tina Abrams
Al Ormond
Joe Pillittere

PLANNING DIVISION STAFF: Crystal Abers, Director
Paul Bishop, Senior Planner
Ginger Malak, Program Assistant
Kate O'Stricker, Development Specialist

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

APPROVAL OF MINUTES

David McCoy moved with a second from Robert Keis to approve the minutes of the September 24, 2015 meeting. Motion was carried.

NEW BUSINESS

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

Village of Little Valley

Zoning Map Amendment and Zoning Text Amendment

Paul Bishop reported that the Village of Little Valley is requesting a review of a Zoning Text Amendment. The Village of Little Valley is adopting a revised Zoning Law, including revisions to both the text and zoning map. Changes include revisions to definitions (Article 2), revisions to the Land Use Table (Article 5), revisions to the Administration and Enforcement provisions (Article 7), expansion of the provisions in Supplementary Regulations (Article 11), and the addition of the authority to conduct Site Plan Review (Article 10).

Changes to the zoning map include the elimination of the Agricultural-Residential District; the creation of two new residential zoning districts, for a total of three; a new public recreation district; a new community facilities district, which is a mixed use district that allows both

residential and commercial land uses; the creation of a new business district (B-2) to supplement the district that is currently mapped; and the creation of a second industrial zoning district. Zoning District boundaries are established to follow lot lines wherever possible.

An additional purpose of the Amendment is to ensure that the Village's development policies are consistent with the Little Valley Comprehensive Land Use Plan, 1999.

Mr. Bishop pointed out that generally a zoning map does not include a flood plain overlay. The planning staff assisted the Village planner in putting a disclaimer on the zoning map that the Flood Overlay District is an approximation. This is to avoid any confusion in the future.

Mr. Bishop also reported that there is a Referral Exemption Agreement between the Cattaraugus County Planning Board and the Village of Little Valley that took effect in 2012.

Additional information included:

- SEQR: Type 1 Action - A Full EAF was submitted.
- Archaeological Sensitive Area: A portion of the Village in the area of 1st Street
- Public Hearing: Yet to be scheduled.

STAFF RECOMMENDATION: The proposed action has no significant countywide or inter-community impact.

Paul Mager moved with a second from Michael Zaprowski to accept the staff recommendation. Motion was carried.

Town of Allegany

Site Plan Review – 3261 West State Road (St. Bonaventure University)

Paul Bishop reported that the Town of Allegany is requesting a site plan review of a project that proposes to replace St. Bonaventure University's Ministries Center (Thomas Merton Center) building with a new facility constructed on the site of the existing building, which will support the existing Ministries Center program. The building will be one-story, with a brick and terra-cotta panel exterior as noted on the architectural elevations and will consist of three main areas: office wing, great room and prayer or meditation room in the base of the tower. Highlights of the project:

- New sidewalks around the building on the north, west and south sides
- Plaza spaces at the main entrance and just outside the great room
- New landscaping in keeping with the character of campus and highlighting the plaza and entry areas of the building
- New pedestrian lighting along the proposed walkways will be in accordance with St. Bonaventure campus standard fixture types and light levels.

Additional information:

- Tax Map No'(s): 94.003-1-16.1
- SEQR: Unlisted Action - Short EAF submitted
- Archaeological Sensitive Area: Yes
- Public Hearing: Yet to be scheduled

STAFF RECOMMENDATION: The proposed action has no significant countywide or inter-community impact.

Robert Keis moved with a second from Florence Fuller to accept the staff recommendation. Motion was carried.

Environmental Reviews - None

Intergovernmental Reviews – None

OLD BUSINESS – None

REPORTS / OTHER BUSINESS

Chairman's Report - None

Department Reports

Director's Report

Crystal Abers reported on the following:

- The Department has submitted the **Land Bank** for approval. Staff has followed-up on questions the State has had.
- There were six **CFA applications** submitted from Cattaraugus County in July. Announcement of awards is expected in early December.
- On October 28, the Department held an educational session on **High Tunnel Greenhouses** presented by Judson Reid, Senior Extension Associate with the Cornell Vegetable Program. The session covered how to get started in tunnels and maximize return on investment, which included: Economic returns of various crops, Soil management - conventional and organic, Horticultural requirements of crops in tunnels, Pollination and varieties. The Department would like to hold monthly trainings for businesses and is in the process of preparing a list of possible sessions.
- **Travel Writer Visit.** Marie France-Bornais, newspaper columnist and author charged with writing an Upstate NY, Vermont and Connecticut Travel Book visited the County in mid-October. Being from Quebec and Montreal area, as well as writing in that region, she was not familiar with WNY, other than Niagara Falls. In fact, she was not planning on visiting WNY, but a fellow tourism colleague directed her to the County Department of Tourism. Cattaraugus County partnered with Chautauqua County to allow for additional exposure to the region. She stayed in Chautauqua County for two days and almost four days in Cattaraugus County. Department staff provided her with a general feel of the area and a tour of the major attractions in the County. In the Olean area she visited Good Times, Rock City Park, Four Mile Brewing Company, Sprague's Maple Farms and St. Bonaventure University. She received a tour of the Allegany State Park and stayed at the Holiday Inn Express in Salamanca. She was also able to visit with the Seneca Nation of Indians in Salamanca, which included The Seneca Allegany Casino, and the

Highbanks Campground. The Amish Trail was a special delight for her. In the Ellicottville Area, she experienced Holiday Valley, Cadillac Jack's, and the many shops and restaurants in the downtown.

- The **County Budget Process** has begun. The Department is putting the final touches on its budget.

Comprehensive Plan

Paul Bishop reported that the Department has completed the Comprehensive Plan. Two hard copies of the document were passed around for members to take a quick review of the Plan. The complete document may be found at: <http://www.CattCo.org/2015-Comp-Plan-PDF>

Mr. Bishop thanked Ginger Malak for her work on the content of the document, revisions and final text. Also thanked Kate O'Stricker for her assistance in the packaging of the final product.

Crystal Abers commented that there was a limited amount of money for the consultant; therefore Wendel could only provide the primary information/content for the document and not a complete final product. It took a significant amount of in-house work to prepare the final product, while at the same time staff was preparing five grants. The Department had a very short period of time to complete the document, as chapters were still being provided by Wendel in June.

Mrs. Abers stated that the Department would like the Planning Board to pass a resolution accepting the final document so that it can be forwarded on to the Legislature.

Mr. Bishop explained that there is a process that must be followed for SEQR according to law. He reviewed the steps of the process with the Board, stating that the Public Hearing is scheduled for December 9.

Mr. McCoy asked if a SEQR Findings Statement was prepared. Mr. Bishop replied that yes, Wendel had prepared that as part of their contract.

Michael Zaprowski moved with a second from Paul Mager to accept the Comprehensive Plan as presented and send it on to the Legislature. Motion was carried.

Discussion followed:

- The Comprehensive Plan is both a "snap shot" in time depicting the current conditions of the County and also a vision for the future, with the goals and objectives for accomplishing that vision.
- The Department added a section on "Placemaking", which is a process of creating places where people want to gather.
- Question as to "Future Growth Areas". They are defined as areas with, or near, existing infrastructure (mainly water and sewer) where growth is less costly to the municipality.

Community Revitalization Fund

Ginger Malak commented that the viewing of at least one of Roger Brook's videos by the applicant community is a requirement of the Community Revitalization Fund.

Mrs. Malak reported that there are four communities that have viewed at least one Roger Brook's video and are currently working on an application – Village of Allegany, Town/Village of Portville, Town of Carrollton, and City of Salamanca. The Town of Ashford has viewed a video, but has not moved forward. She has reviewed several draft applications, but has yet to receive a completed application. A few of the ideas that have been discussed are: planters, bike racks, signage, picnic tables, plantings, benches, trees, gazebo, and decorative fencing.

Communities that have also showed an interest are: Town of Humphrey (no matching funds at this time), Town of Perrysburg (had mostly maintenance project ideas, which are not eligible), and Town of Persia.

Trails Initiative

Ginger Malak reported that at the **October 14th meeting** of the Trails System Advisory Committee, the NYS DEC gave a presentation on DEC Part 190 Regulations, Temporary Revocable Permit (TRP), and Volunteer Stewardship Agreement (VSA). It was very well received.

Ideas for future meetings include:

- December 9, 2015. Invite one person from each Association/group (hiking, bicycling, equestrian, snowmobile) to give a brief report on their activities.
- February 10, 2016. Invite a few trail groups who have gone through the Consolidated Funding Application process and have secured funds to give others an idea of what it takes to be successful in this process. Thinking of Ellicottville and City of Olean (which would also encompass Village of Allegany and Town & Village of Portville).
- April 13, 2016. Invite representatives from Empire State Development and NYS Office of Parks & Recreation to talk about funding that is available for trails and the CFA process.

Association and Group Meetings. In addition to the Trails System Advisory Committee, the Department meets with the Equine Advisory Committee and the Snowmobile Federation on a regular basis, but not with any other trail groups. Mrs. Malak reported that the Department has reached out to the Trails Associations and groups to be invited to their meetings. With the addition of another staff person to help, staff has attended several meetings already.

- On October 24, the Finger Lakes Trail held a Trail Maintainer's Meeting in Springville. Unfortunately none of the staff could attend as the County's WILMA event was also that day. This group only meets every other year.
- On October 24, Mrs. Abers met with Jeff Goodyear and the Canal Society of New York State to tour the Genesee Valley Canal. The Saturday tour consisted of eight stops

starting in Belfast and ending in the City of Olean. Due to the WILMA event, Mrs. Abers was unable to do all eight stops, however, she was able to give an overview of the purpose of the tour and some of the stops.

Mr. Bishop reported that the group has found a new lock that is in the right-of-way of I-86. He also commented that the goal of the group is to have the Genesee Valley Greenway State Park extended from its current terminus in Cuba to the City of Olean.

- On October 21, Mrs. O'Stricker attended a meeting in Olean on the Allegheny River Public Access and Recreation Plan. The City of Olean and its partners – City of Salamanca; Towns of Allegany, Portville, Olean and Salamanca; Villages of Portville and Allegany; and the Seneca Nation of Indians - seeks to establish a plan for a multi-use recreation trail system along the Allegheny River.

Pat McGee Trail Video. Mrs. Malak reported that the last item on the October agenda was the viewing of a video that the Cattaraugus Local Development Corporation created for the Pat McGee Trail. She suggested that the Board might want to see it also.

Other

City of Olean. Paul Bishop reported that clean-up work on the old Agway Site in Olean is nearly complete. The Board previously reviewed a referral for the site. He stated that many tons of arsenic, mercury, and contaminated petroleum soil were found and have been cleaned up and disposed of. Question as to designated sites for disposal. The Ellery Landfill is a designated site.

STW Report

Robert Keis reported that the Southern Tier West Board met on October 15. He reported on the following items from that meeting:

- **Federal Funding.** The last day of the current fiscal year (September 30), the House and Senate approved a 10-week continuing resolution (CR) to extend funding for federal programs through December 11. It was signed by the President.
- **Farmers' Market SNAP Support Grants (FMSSG).** The US Department of Agriculture Food and Nutrition Service announced the availability of \$3.3 million in competitive grant funds to be awarded through the FMSSG in FY2015. These funds are intended to support "the participation of farmers' markets in SNAP by providing equipment and support grants to new markets and those currently participating in the program."

From the Ground Up: Expand and Sustain SNAP at Farmers Markets project will request \$99,813 in Federal funding, which will provide research and data analysis, technical assistance, educational training, volunteer training, and capacity building strategies to farmers market managers, perform outreach to SNAP clients, and develop curriculum and training materials for the STW Regional Farmers Market Network.

Mr. Keis commented that the Farmers' Market effort has become much larger than was anticipated when STW first embarked on this initiative.

- **Records Management Activity.** Southern Tier West assists municipalities with records retention and records disposal. Mr. Keis commented that this is a good program for municipal files.
- **Culvert Data Collection.** Southern Tier West continues to assist communities with their culvert data collection. In addition, Southern Tier West can also collect data points on man-hole covers, water valves, fire hydrants, stop signs, and other infrastructure. Mr. Keis commented that this program is very beneficial to communities.
- **Forestville Dissolution Study.** Southern Tier West continues to be involved in the discussions and the dissolution study for the Village of Forestville. On October 20th, the Dissolution Study Report completed by CGR was provided to the community in preparation of the vote on Election Day. Mr. Keis stated that STW can be very helpful in these discussions.
- **P-2 Collaborative Update.** The New York State Practice Transformation Network (NYSPTN), led by the New York eHealth Collaborative and Finger Lakes Health Systems Agency, is one of 39 healthcare collaborative networks selected to participate in the Transforming Clinical Practice Initiative. NYSPTN will administer \$48.5 M over four years to provide technical assistance support to help equip clinicians in NYS with tools, information, and network support needed to improve quality of care, increase patients' access to information, and spend healthcare dollars more wisely. STW will be participating in this project, providing assistance to doctors and hospitals that do not currently have data storage, patient access to information, which will help the quality and availability of healthcare.
- **Training opportunities** being offered by Southern Tier West as follows:
 - Annual Fall Planning & Zoning Conference – November 4 at Salamanca BOCES Center and November 5 at Chautauqua Suites Hotel and Expo Center.
 - EXCEL Training - November 12 & 13 at the Salamanca BOCES Center
- **STEDO.** The Board recently approved one loan for a business in Cattaraugus County with the retention of over 5 jobs. The primary purpose of STEDO is to create and/or retain jobs and stimulate development of small to mid-sized businesses within the region. STEDO has a strong history of working closely with businesses and lenders to assemble financial packages flexible enough to accommodate the needs of most small business owners.

Members Forum

Charles Couture. He reported that the Commissioner of Agriculture will be the guest speaker at the **Farmer-Neighbor Dinner** on April 13, 2016.

In July 2016, the **Farm Bureau Board of Directors** will hold their Annual Meeting in Cattaraugus and Allegany Counties. 25-35 people generally attend the meeting. The agenda will include a two-day tour (one day in Allegany County and one day in Cattaraugus County).

The group is not necessarily interested in agriculture, so maybe something like a tour of Gernatts would be appropriate.

Mr. McCoy suggested having them stay at The Woods at Bear Creek. Mr. Keis suggested Sprague's to show how a small farm grew into a bigger business. There was further discussion on the maple products of Sprague's.

Michael Zaprowski. He reported that the work on **I-86** is completed. They are still working on expansion joints on the bridges.

Speaking of Glamping, Mr. Zaprowski stated that he and his family recently rented cabins at **Allegany State Park**. The new cabins at Red House are as nice as the ones at Bear Creek. The cabin included a microwave, dishwasher, linens, cookware, shower, heat, electric, etc. He reported that there still are cabins that do not have the amenities.

Robert Keis. He asked if the Board will get a hard copy of the final Comprehensive Plan. Mrs. Abers stated that a hard copy would be provided to any Board member wishing to have one. Mr. Keis added that **Tuesday is Election Day**.

Mark Smith. He inquired about a **cell tower** being constructed on County land in the Town of Dayton. As Town Supervisor, he is unaware that a permit was obtained. Mrs. Abers replied that DFT is putting an antenna on a County cell tower, but not constructing a new tower. She will follow-up with County DPW as to what they may be doing.

Paul Mager. Although he was unable to attend the **WILMA event**, he wanted to know how it went. Mrs. Abers commented that it is interesting to see who the vendors are and what they do. The event seems to be catching on. There was a good turn-out of vendors as well as attendees.

Mr. Mager asked who he would contact about **archiving historical documents**. This might include digitizing the documents and posting on the Internet. There is interest in old photos, films, etc. It is quite expensive to have it done. Are there grants available for this? He would like the County to keep this in mind.

Mr. Keis stated that the State Archives provides funding for communities to archive records that they are required to keep.

Mrs. Abers stated that the County has a Historical Advisory Committee. She will ask them if they know of any grants.

Mr. Zaprowski will ask the intern that is working with the Salamanca Historical Society if they know of any grants available.

CORRESPONDENCE AND UPCOMING MEETINGS / EVENTS

Charles Couture reported that these are attached to the agenda.

Paul Bishop noted that in regard to the City of Olean Site Plan Review for 239 N. Union Street, the applicant has decided to only develop the bar/restaurant on the first floor at this time. The project will return for an additional site plan review for the development of the second floor.

NEXT MEETING

It was agreed that the Planning Board would meet on November 19 if any referrals are received. If none come in, the next meeting will be held on December 10, 2015 at 7:00 pm at the County Center in Little Valley.

ADJOURNMENT

Michael Zaprowski moved with a second from James Valent to adjourn the meeting at 8:15 pm. Motion was carried.

Training Credit

Roger Brooks Video – “20 Ingredients of an Outstanding Downtown-Part 2”

Considering that several Board Members are in need of training hours to achieve the required number for the year, it was suggested at the last meeting that the Board view one of Roger Brooks Videos following this meeting.