

Amity Town Planning Board

Regular Meeting, November 13, 2014

Present: Wendy Skinner, Paula Van Dyke, John Maynard, Barb Zlomek, Doug Serra

Absent: Harold Mitchell, John Clouse (having surgery)

Also: Dan and Barb Woolston.

Following the pledge to the flag the meeting was called to order.

A motion was made to wave the reading of the minutes, made by John Maynard 2nd Doug Serra carried

A motion was made by Doug Serra 2nd Barb Zlomek to accept the minutes as presented carried

Upon checking the box, there were not enough questionnaire's to open it, which led to a discussion, explain to Mr. and Mrs. Woolston the purpose of the questionnaire.

We discussed our "assignments" - John Maynard brought a CD of photos of the town of Amity, taken by Alicia L. Shields which we could use in the revised publication of the Comprehensive Plan upon it's completion.

Barb Zlomek checked into the cemeteries in the county as well as the agriculture districts.

Miranda Van Dyke mentioned the planning board should in the future, use the town office as a supply source, rather than making personal purchases. Less expensive. There will be a \$2,500.00 budget for the planning board. The plan is to print copies of the "Plan" for board members, 1 for town hall and 1 for the library - . The budget will also cover training etc. for board members.

We discussed the need to drop to 5 (five) planning board members with 2 (two) alternates. The five members will be Harold, Wendy, Paula, John Maynard and John Clouse with Doug Serra and Barb Zlomek the alternates. That was accepted on motion made by Doug Serra 2nd John Maynard. Carried Mitchell absent

There was discussion concerning the new fire hall.

Motion to adjourn John Maynard 2nd ^{Paula} ~~Miranda~~ Van Dyke carried 8:30

Respectfully submitted Paula M. Van Dyke

Amity Town Planning Board

October 9, 2014

Present: Harold Mitchell, John Maynard, John Clouse, Paula Van Dyke, Wendy Skinner, Barb Zlomek and Miranda Van Dyke

Absent: Doug Serra

The meeting was called to order at 7:08 by Chairman Harold Mitchell. All present joined in the pledge to the flag.

A motion was made by Wendy Skinner 2nd John Clouse to wave the reading of the minutes and accept as written Carried

On October 7, 2014 John Osterhout resigned from his position on the planning board as he has too many other obligations. It was accepted by the board, motion made by John Maynard 2nd Paula Van Dyke, carried

President Harold Mitchell asked for a \$5,000.00 Budget Line in the 2015 Town Budget.

We will ask the town office to print a questionnaire which will be distributed to town members with a request they return it by November 30, 2014. Other organizations will be asked to distribute it at their meetings as well. It is a u question, questionnaire, which can be folded and returned to the town office. To save money we will ask the town office to print the document on colored paper.

We will advertise this on the Rotary Board as well as in newspapers.

It states" Town of Amity Residents, It is time to review and revise the 2009 Town of Amity Comprehensive Plan- a Five Year Plan, as required by the state. In order to complete the task, the town of Amity Planning Board would like you answer to answer this survey. You may pick up copies at Town Hall or they are available on the Town of Amity website.

Meeting was adjourned at 9:20 on motion made by John Maynard 2nd John Clouse carried

Next meeting November 13, 2014 at 7:00

Respectfully submitted by Paula M. Van Dyke, secretary

Amity Town Planning Board

September 11, 2014

Present: Harold Mitchell, John Osterhout, John Maynard, John Clouse, Paula Van Dyke, Wendy

Skinner, as well as Kier Dirlam

Absent: Barb Zlomek, Doug Serra

The meeting was called to order at 7:08 by Chairman Harold Mitchell. All present joined in the pledge to the flag.

A motion was made by John Osterhout 2nd John Clouse to wave the reading of the minutes and accept as written Carried

Mr. Dirlam mentioned trainings coming up – one at Crossroads on November 3rd – how to fill out forms – as well as a Fire Academy at Watkins Glen. Southern Tier West will hold a training in Mayville later in the fall.

A mailing of a simple survey – 4 questions asking for input from the community was discussed – also a Priority list from local groups, (such as sidewalk access for the handicapped) the question then became how to get it to the public, mailing or picking up copies at town hall.

A motion was made by John Clouse to inform the town board that we will make a short questionnaire available to our community- perhaps thru a press release, the town website or mail 2nd Wendy Skinner Carried

John Clouse made a motion to ask the town board to create \$2,500.00 budget line for 2015 for those expenses which will be incurred during this planning process as well as training 2nd John Maynard carried

Meeting was adjourned at 8:55 on motion made by Wendy Skinner 2nd John Osterhout carried

Next meeting October 9, 2014 at 7:00

Respectfully submitted by Paula M. Van Dyke, secretary

Town of Amity Planning Board

Regular Meeting @ Town Hall, Horn Room

August 14, 2014

Meeting was called to order at 7:05 by Harold Mitchell.

All those present joined in the pledge to the flag.

Present: Harold Mitchell, John Osterhout, Paula Van Dyke, Wendy Skinner and Doug Serra.

Absent: Barbara Zlomek, John Maynard (excused) John Klaus (3rd time)

Diane Quaintence, committee member of this town planning board has resigned her position on the planning board. We will ask Barbara Zlomek to fill the now empty position. Board members are asked to be thinking about someone to fill the empty alternate seat.

Secretary's Report: A motion was made by John Osterhout 2nd Doug Serra to accept the minutes of June 12, 2014 as presented by Wendy Skinner. Carried

We have begun the process of updating the Comprehensive Plan.

Next meeting is September 11, 2014 at 7:00

Paula will notify the Cuba Patriot to have the dates in the paper.

Meeting adjourned on motion made by Doug Serra 2nd John Osterhout carried

Respectfully submitted,

Paula M. Van Dyke, Secretary

TOWN OF AMITY PLANNING BOARD MINUTES

REGULAR BOARD MEETING

July 10, 2014

Present: Chairman Harold Mitchell; Board members: John Maynard, Wendy Skinner;

Members excused: Doug Serra, Barb Zlomek;

Members absent: John Clouse, John Osterhout, Paula VanDyke Diane Quaintance

No official business was conducted due to lack of quorum.

Respectfully submitted,

TOWN OF AMITY PLANNING BOARD MINUTES

REGULAR BOARD MEETING

June 12, 2014

Present: Chairman Harold Mitchell; Board members: Doug Serra, Diane Quaintance, John Maynard, John Osterhout, Wendy Skinner, Barb Zlomek
Members excused: Paula VanDyke; Members absent: John Clouse
Guest: Allegany County Planner Kier Dirlam

The meeting was called to order by Harold Mitchell at 7:00PM.

Pledge of Allegiance

H. Mitchell asked W. Skinner to act as secretary for the meeting.

Secretary's report for May 8, 2014 was approved on motion by D. Serra, seconded by B. Zlomek; motion carried 7-0

Training Vouchers

H. Mitchell asked if any members had vouchers for board training to submit; none submitted.

Guest: H. Mitchell introduced County Planner Kier Dirlam, who was invited to the meeting to review the Town of Amity Comprehensive Plan. K. Dirlam distributed copies of the plan to members, as well as several tables of statistics relating to demographics, economy, household, income, and housing stock.

Comprehensive Plan: K. Dirlam walked the board members through each page of the Comprehensive Plan, commenting where he felt changes were needed; he gave a brief summary of the process of creating and adopting a new comprehensive plan as follows: create a draft of the plan; submit the draft to the town board; review recommendations from the town board; incorporate them into the plan; edit and revise the plan; submit plan for public opinion, in some type of public forum or hearing.

W. Skinner asked K. Dirlam when the Comprehensive Plan Training he referred to during his prior visit with board would take place; he reported that the grant for the training was delayed, and the curriculum would not be ready for fall presentation as anticipated; K. Dirlam stated that the Town of Amity Comprehensive Plan was in fairly good order, basically needing information updates, some editing, and discussion and revision of the land use controls; he felt the board could accomplish this task; he would assist where needed.

K. Dirlam noted that the net NYMER training for planning boards would be offered in the fall in Mayville, NY.

K. Dirlam asked to be included in the electronic distribution of meeting minutes.

Town of Amity Planning Board Meeting, Horn room, May 8, 2014

The meeting was called to order by Vice President Wendy Skinner.

Those present: Diane Quaintence, John Maynard, John Clouse, Wendy Skinner, Paula Van Dyke, Barbara Zlomek and Doug Serra

Those absent: Harold Mitchell and John Osterhout

Secretary's minutes of October 28, 2013 and November 25, 2013 were accepted as written for the records by Doug Serra 2nd Diane Quaintence carried

Secretary's minutes for April 28, 2014 were approved on motion made by Barb Zlomek 2nd Doug Serra carried

Comprehensive Plan Review- this plan needs to be updated every 5 years – We need a disaster/emergency plan. **Emergency Services** needs a chain of command.

There was discussion concerning **water**, sewer, gas and electric in the village and town.

We may need to add **water** to the Crossroads (Belvidere) area to the Comp. Plan.

It is the desire of this planning board to get the process of developing the Crossroads area, to that end, please, before the next meeting read the Comprehensive Plan for further discussion.

Those areas noted by Paula, *page 9*, needs updating, *page 12*, mentions the possibility of MERGING the town and village!, *page 17*, update A #1 and #2, *page 20*, no internet in west Belvidere, *page 24*, there are still no upgrades in Belvidere (Crossroads), *Page 26 e*, Good Records Management crucial, *page 30 and 31*, need to update, *page 34*, Clock Project is done!

Training Qualifications Wendy questioned how we prove our online training hours for credit for our certification needs of 4 hours training.

Harold and Paula plan to attend the Southern Tier West Local Government Conference in Houghton on May 7, 2014.

Steps to Site Plan Review – We need to review the Existing Law- we may hold off on that which is part of the building plan.

Next meeting is June 12, 2014 at 7:00

Meeting adjourned at 8:54

Respectfully submitted by Paula M. Van Dyke, Secretary

April 28, 2014

Planning Board

Present: Dana Ross, John Claus, Barb Zlomek, Wendy Skinner, John Osterhout, Harold Mitchell, Paula Van Dyke, Doug Serra, and Kier Dirlam

Absent: Diane Quaintance, John Maynard

Also. Robert Thompson

The meeting began with a brief discussion: Where do we want to go? How do we get there?

We would like to find places for new business, and to protect the community when businesses do come in. A site plan is necessary – it should include input from neighbors.

Kier Dirlam shared more information. He worked on the 2009 Comprehensive Plan with others. It is still shared with other towns for ideas and they like the Plan.

For a grant to be given to a town, the Comprehensive Plan must be updated every 5 years. We are at that point. Particularly, since the village needs to update its water system.

Record keeping is important, people may change, but the original plan needs to be there.

The Town Board authorizes the direction of the Planning Board. It must have a 1.) Chair 2.) Vice Chair

3.) Secretary as well as a vice secretary if deemed necessary. Minutes must be typed and sent to town Clerk after approval of the town board.

Alternates should attend all meetings as well as the seven appointed members.

We may want to consider a "policy" whereby if a member misses 3 (three) meetings he or she is asked to leave the board.

Any agenda should be on town website, as well as, the day and time of meetings posted.

Meetings should be established with a set day and time.

Emergency meetings must be advertised as such.

Each member of the planning board must have 4 hours of training each year. Secretary should keep a file of such training thru an affidavit turned in to him/her by the planning board member. The county runs trainings once or twice a year as well as Southern Tier West – one in Houghton and one in Mayville.

To that end, there is a training at Houghton on May 7th. Cost is \$35.00 per person. There will be three sessions with several choices of programs during each session. 7:30 a.m. registration

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Mr. Dirlam shared handouts with each member present. They included:
SEQR (short form) Section 239 Referrals, NYCode Section 271. A couple more will follow.

Look for information – the new Allegany County Comprehensive Plan on AlleganyPlanning.com.
Also a guide for Planning and Zoning Laws of New York State.

There was some discussion of Growing Belvidere and it's lack of water problem.
Do we want to control growth?

A question was asked- Does the County Plan supersede the Town Plan? NO

Allegany County is the Least controlled county in New York State!

A motion was made by Wendy Skinner nominating Paula Van Dyke as secretary 2nd by Harold Mitchell carried

A motion was made by Wendy Skinner nominating Harold Mitchell as Chair 2nd by Paula Van Dyke. The secretary cast one vote to close nominations. Upon vote it was carried.

Barb Zlomek nominated Wendy Skinner as Vice chair 2nd by John Osterhout carried

Our meetings will be held on the 2nd Thursday of the month at 7:00 after a motion made by John Osterhout 2nd by Wendy Skinner carried.

Next Meeting is May 8, 2014 @ 7:00 p.m.

Meeting adjourned on motion made by John Osterhout 2nd Barb Zlomek carried 8:35

Respectfully submitted Paula M. Van Dyke , Secretary