

TOWN OF CARROLLTON PLANNING BOARD

Minutes for September, 2015

Present: Chairman Bob Wood, Linda Brown, Julie Chartreau. Town Board members, Florence Fuller and Ralph Bottone. Excused: Rolland Corbin

The meeting was opened at 5:00 PM by Chairman Wood.

Motion to accept the minutes of the August 18, 2015 minutes made by Julie Chartreau, seconded by Linda Brown. Motion approved.

Chairman Wood distributed a document on *Record Keeping*. The handout covered a long list of helpful information on various topics such as archiving records, filing systems, minutes, legal protection, content/detail of records, record retention and numerous other topics of interest. Chairman Wood requested that Town Clerk, Julie Carlson, also receive a copy.

Chairman Wood reported that he has recently had a discussion with Ginger Malack again on the Revitalization Grant. Ms. Malak stated that a more specific plan is needed before applying for the grant. The hiring of a professional architect was again suggested. The concern of everyone was the expense of an architect and how that cost would absorb a great deal of the projects funding. Another topic Chairman Wood discussed with Ginger was the old Casey building and what an eyesore it is to the community. Ginger will talk to Crystal Abers, Cattaraugus County Director of Economic Development, Planning and Tourism, to see if there are any avenues available to the Town for a remedy to this problem.

Code Enforcement Officer, Lance Jobe, has rescheduled to attend the Planning Board meeting on October 20, 2015. Lance relayed to Chairman Wood that he is eager to talk to the Planning Board. The presentation by Lance will include the difference between Special Use Permits and Variances. The question of who is the final decision maker in an appeal process will also be addressed. The Planning Board will formally ask this question to the Town Board at the October Town meeting after Lance comes to the PB meeting. Chairman Wood also requested that Town Clerk Julie Carlson be invited to the October meeting as she is involved with Zoning/Code.

Fee schedules for Zoning/Variance permits are as follows:

Zoning Application:

Residential \$ 10.00
Commercial \$ 20.00
Use Variance \$125.00
Area Variance \$125.00

Town Councilman Ralph Bottone again mentioned that he wants to change the set back building requirement in the Zoning Law as it is excessive. He also questioned what the relation is between the Code Enforcement Officer and the Assessor. Both subjects will be addressed with Lance Jobe at the October meeting.

Chairman Wood has submitted a proposed budget for the Planning Board for fiscal year 2016. This will be given to Town Supervisor Stoddard for the upcoming budget workshops that begin the week of October 21st.

Member Julie Chartreau stated that she has noticed that a number of sidewalks in the Hamlet are in need of repair or replacement. She stated that the infrastructure of the community should be looked at more closely. Property owners now have to pay for sidewalk maintenance. A short discussion was had if the Town could take over this expense. Further discussion will be needed.

Julie Chartreau will submit her expenses to Rosemary Fowler for her attendance at the Pennsylvania Greenway & Trails to be held September 20-22, 2015 in Warren, Pennsylvania so a voucher can be submitted before the October 20, 2015 meeting.

Motion to adjourn the meeting at 6:00 PM made by Julie Chartreau, seconded by Linda Brown.

Our next scheduled meeting is October 20, 2015 at 5:00 PM.

Respectfully submitted,

Rosemary Fowler