

# TOWN OF CARROLLTON PLANNING BOARD

## Minutes for September 19, 2017

Present: Chairman Bob Wood, Board Members: Rolland Corbin and Colleen Dixon, Water/Sewer Clerk Rosemary Fowler, Code Enforcement Officer John Helgager, Excused: Linda Brown, Julie Chartreau

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

**Motion** to accept the minutes of the August 2017 meeting was made by Colleen Dixon, seconded by Rolland Corbin. Motion carried.

Colleen Dixon said she may have a Town resident interested in joining the Planning Board. Bob suggested the interested person submit a brief resume and invite her to the October meeting.

The “Thank You” letter that was sent to Ralph Bottone and Debbie Sartore for all their donated time and effort on the enhancement of the Memorial area was circulated.

The area surrounding the concrete pad was discussed. There is enough money in the revitalization budget to dress this area up. A border of PVC or landscaping edging of some sort, plastic material for weed control, mulch or stones should be put in place. It was mentioned to ask Ralph Bottone his thoughts on this. Grahams did such an excellent job it was decided to remain with them for any additional landscaping work.

The purchase of additional banners will be discussed after the first order is received.

The 2018 Budget information sheets are due by September 20<sup>th</sup>. Rose Fowler will forward last years to Bob for a guideline.

John Helgager, Code Enforcement Officer, brought several zoning issues to the Planning Boards attention.

The temporary 6-month Special Use Variance issued to Sig Digitz in April 2017 has expired. Mr. Digitz has not requested an extension.

Carrollton Heights, an 18-unit residential home, located at 560 Main Street in the Hamlet of Limestone, is zoned as Business 2. It should be residential. Dave Frederick, located at 750 Main Street in the Hamlet would like this

property re-zoned to business. Both Main Street situations require a variance.

The re-zoning of the School property (Municipal Building) and re-zoning of Main Street was again discussed. Chairman Wood recommends the Planning Board issue a formal letter to the Town of Carrollton Board asking what their intentions are before the PB can begin the process. Bob stated it is up to the Town Board to determine when and how this should proceed. A rough draft information letter to send to neighbors was established at the August 2017. This letter should be sent to the people that would be affected by these changes before a public meeting is held to change the zoning. CEO Helgager was going to check his paperwork for this draft.

Fall Planning & Zoning Training is scheduled for November 8 **or** 9, 2017. All members agreed to attend this training. This will satisfy the training hours required. The Town will send payment for the registration fees to Southern Tier West before the November 1, 2017 deadline. There will be no need for the PB members to register.

Motion to adjourn the meeting at 6:15 was made by Colleen Dixon, seconded by Rolland Corbin. Motion made.

**Our next scheduled meeting is October 17, 2017 at 5:00 PM.**

Respectfully submitted,

Rosemary Fowler