**TOWN OF AMITY PLANNING BOARD**

**Meeting Minutes**

**March 11, 2021**

**APPROVED**

**VIA ZOOM and Town Hall**

The meeting was called to order at 7:05 PM. Present in person were W. Skinner, J. Clouse,

J. Maynard, G. Hanchett, D. Serra; attending by ZOOM was B. Zlomek; absent was P. VanDyke

Guests included Professor William Dean of Alfred State College, attending by ZOOM; in person from the Village Planning Board and Trustees: Dana Hand, Jeff Butler, Donald Skinner, Caroline Mapes; Allegany County Office of Planning and Development Kier Dirlam, Michelle Denhoff, and Nick Arquette.

**Pledge of Allegiance** was led by W. SKinner

**New Business Joint Comprehensive Plan for Village and Town Strategies William Dean** from Alfred State College discussed with the joint comprehensive plan team how he and his students could help strategize and prioritize goals for the village approach to their aspect of the joint comprehensive plan. He presented a brief history of his activities with students throughout the Southern Tier, and discussed a timeline for site visits, project plans, and presentation. D. Hand discussed with Bill Dean how he would like the village to be able to work with him to create a strategic plan.

**Kier Dirlam, Michelle Denhoff, Nick Arquette** from the County Office of Planning and Development presented a brief history of their office working with several municipalities throughout the county to create comprehensive plans / joint comprehensive plans. They addressed questions and concerns raised by members of the joint planning team. They provided information regarding NYS Laws for Comprehensive Planning, an outline of what they could and could not provide, and resolutions for each municipality to consider for structuring the steering committee. (See attached).

**Joint Municipal Projects / Goals** W. Skinner presented a list of questions for the guest speakers, as well as for the joint municipal teams to consider. It also included tentative joint municipal projects (see attached).

The next meeting of the joint comprehensive plan team will be on March 22, 2021 at 7PM.

**Old Business**

 **Approval of Minutes** was deferred until the next meeting

 **Vouchers** for the town planning board members were filled out to be submitted to the town bookkeeper.

**Status of William Bradley’s property**

Town Attorney Strassal was contacted by the property manager stating that he admitted to not having appropriate information filed with the town for his commercial enterprise at that location. He also stated he was looking for commercial insurance, and that he would no longer do sales at the site. J. Clouse will prepare additional Condemned Notices, and monitor continued clean-up at the site.

 **Status of Site Plan Review for P-MAC / O’Connell Electric**

 Town Attorney Robert Strassal advised P-MAC’s attorney that the planning board would be bringing suit against his client since he had failed to comply with repeated requests to submit a Site Plan Review Application. P-MAC’s attorney submitted the application within two days. Even though accompanied by the application fee, the application was incomplete, contained incorrect information, and W. Skinner was advised by the town board to return the check and incomplete application with a note of the deficiencies to R. Strassal to discuss with property-owner’s attorney.

 **Status of Belmont Storage Application**

J. Clouse presented the board with C. Ender’s application to expand his storage units at the site on Belvidere Rd. The board reviewed the application/site plan, and building specs. Motion made by J. Maynard to approve the Site Plan Review Application; second by D. Serra; vote: Yes – 6; no – 0; motion carried; application approved; J. Clouse will deliver approval / permit to C. Enders so that he can proceed with his project expansion.

**Status of Great Lakes Cheese Development Project**

Following the public hearing on the topic of eminent domain held by ACIDA, there have been no further developments at the proposed site in Amity, except that it will be put to the committee of the whole for legislative approval to continue with the development. The property owner has been encouraged to negotiate a favorable sale price with Great Lakes Cheese. An additional public hearing will be held on March 22.

 **Coffee Mill Property**

The new owner of the former Coffee Mill Property on State Route 19S plans to meet with the planning board to discuss his intentions to convert the property into a farmers’ market. Issues pertaining to his site plan review application will be discussed between both parties at this time.

**Other Business**

**Training**

 W. Skinner reminded the board that required training can be obtained from a list of topics being provided by Southern Tier West.

 **Business Directory**

W. Skinner shared the “Welcome to Amity” business investment card with guests from the village planning board. The theme slogan “A River Runs Through It” is highlighted in the promo piece; the theme aligns with one of the strategic priorities of the village. She also held up the Business Directory that had been prepared several years ago by the planning board, and addressed the need for it to be updated – removing businesses that have closed, and adding new businesses located in the town.

**Next Meeting – April 15, 2021 @ 7 PM**

**Adjournment** Motion to adjourn by J. Maynard, second by J. Clouse; motion carried; meeting adjourned at 8:50 PM.

Respectfully submitted,

Wendy J. Skinner