

Town of Carrollton Planning Board Minutes

December 13th, 2022- 6:00 pm

Attendees:

Wendy Johnston

Laura Rogers

Erica Strauch

Jeff Case

Dan Newbury

Jody Peterson

- I. Called to order 5:52 pm**
- II. Roll call/sign in**
- III. Approval of November minutes**
 - a. Motion to accept made by board member Strauch, seconded by board member Rogers
- IV. Open/Old Business**
 - a. **TRAINING** - 4 credit hours of training are still needed by some board members- get it done. Sexual harassment, etc.
 - a) Reminded to get on-line using archived trainings, or sign up for live if interested.
 - b. **Zoning areas of concern:**
 - a) J.Peterson campground – Special Use Permit Review tonight
 - a. J.Peterson attended to discuss the progress of the requirements necessary to continue the Permit.
 - b. No photo's or documentation were brought to show progress.
 - c. J.Peterson stated he has been trying to get a copy of the water/sewer tests from the county and bank, but they have not been able to find it.
 - d. J.Peterson stated that he has been installing the required fencing. It was noted that the wooden fence

required between the northern properties is leaning and should be properly stabilized.

e. J.Peterson was informed that we would discuss the possibility of extending the review, as long as he showed proof of progress.

b) We will be sending J.Peterson an email as record of these requests, as it has become apparent to this board that he not following through.

V. New Business

a. Renewable Permits

- i. We have been discussing and researching renewable permits.
- ii. We would like to see copies of renewable permits issued for the town. It is understood that these should be done by the Code Enforcement Officer.

b. Code Enforcement Officer (CEO)

- i. We have learned that the CEO position has changed again, as the Town Board has retained Lance Jobe to refill the position again.
- ii. The PB requests that when these changes are made, that we are informed immediately, as we coordinate directly with the CEO on most of our work.

c. Preparing a new survey for changes in zoning

- i. After discussions with the Cattaraugus County Planning Board, it was decided NOT to start over from scratch with our Zoning.
- ii. It was suggested that we await a CEO that will actually enforce the laws of our Zoning, as they are written well, just need to be followed and enforced appropriately.

d. Christmas Decorations for Town

- i. The PB was to meet and help decorate in front of the school and on the Main Street Bridge.
- ii. Mike Fox and myself were the only ones available, and decorated as much as we could. <THANK YOU MIKE!>

e. Food Van

- i. We received a call from a resident who wishes to start a food van and asked what would be required to park the van at locations in the town.
- ii. We were unable to find anything directly related in the Town's Zoning. Should we amend our zoning to address these circumstances? Ask the Town Board. Cattaraugus County PB sent various other Towns zoning related to food trucks/vans for us to use as guidance should we head this direction.
- iii. It is known that a Permit is required through the County Health Department, regardless of the Towns zoning.

VI. Adjournment

- a. Motion to adjourn made by board member Case seconded by board member Strauch at 7:55 pm.