

**Alfred Village Planning Board  
Regular Meeting  
December 3, 2015 – 7:30 pm Village Hall**

**Members Present: Herb Ehrig (Chair), Sherman Clarke, Karrie Edwards, Ellen Bahr**

**Public Present: Christel Rodd, Jason Rodd, Peter McClain**

Herb Ehrig called the meeting to order at 7:30 pm.

1. Approval of the minutes of the November 5, 2015 Regular Meeting.

Ellen Bahr made a motion to approve the minutes, with one correction, and Sherman Clarke seconded. The motion passed unanimously.

2. Applications

A. No new applications have been received.

Herb Ehrig observed that applications received by the board are frequently unnumbered. Peter McClain thinks that this is a procedural problem that can be corrected through coordination with Chuck Cagle and the village clerk. Applications need to be numbered by the CEO before they are copied and distributed to the board.

B. Village Code Enforcement Officer Charles Cagle has been informed by Peter Brown of Champs Properties, LLC that he has decided not to pursue the idea of opening L' Italia West at 11 North Main Street at this time.

There was some discussion about the role of the Historical Preservation Commission. Herb Ehrig clarified that HPC recommendations are advisory rather than binding.

3. Public Comments

Jason Rodd raised a question about consistency in applying the zoning ordinance. He asked for clarification about when certain sections of the zoning ordinance, having to do with variances, were updated. Peter McClain

explained that the most recent changes to the zoning ordinance included some updates to this section, including the removal of the special permit use for college- or university-owned properties.

Christel asked about keeping meeting minutes up-to-date on the village website. Herb Ehrig is working on it with the village web master. Ellen Bahr suggested that the Village consider rebuilding the website with Wordpress, or other software, to make the site easier to manage and to make it easier for Village staff to post meeting minutes and make other routine changes. Perhaps an Alfred State College student in the web development program would be interested in doing the work as part of an internship. Peter McClain offered to follow up.

#### 4. Monthly CEO Report

The CEO report was distributed at the meeting.

Herb Ehrig also distributed a document from the Allegany County Planning Board about the requirement to refer some applications to their board. There has been some discussion with Kier Dirlam about which types of applications need to go to the county board. Peter McClain will follow up with Kier in order to clarify things.

#### 5. Trustee Report – Peter McClain, Village Trustee

The trustees are beginning work on the budget for next year.

Some trustees led a training session for members of the Zoning Board of Appeals, which will count towards the training hours requirement for ZBA members.

The trustees approved the rezoning of 123 N. Main Street from R1 to R2 and an updated zoning map will be issued soon.

Ellen Bahr asked if the results of the comprehensive plan survey would be shared with the community. Peter McClain said that the results had been tallied, but still need to be organized in a meaningful way.

6. Report on the December 2, 2015 Zoning Board of Appeals public hearing and meeting regarding John Ninos's request for a use variance for his property at 16 South Main Street.

Sherman Clarke, who attended the hearing, provided a brief report. The ZBA granted a continuance, with the expectation that the applicant will provide additional documentation by January 19. Another hearing is tentatively scheduled for February 2.

There was a discussion about the complex nature of ZBA hearings and the challenges that this creates for board members, especially when the group meets so infrequently. It was suggested that ZBA members be encouraged to attend planning board meetings and that this time might count towards their training requirement. It was also suggested that individuals with significant planning board experience sometimes be appointed to the ZBA.

7. Other Business – Origin of the Historical Preservation Commission – Sherman Clarke

Sherman Clarke shared a copy of a letter, dated July 14, 2010, appointing him to the Historical Preservation Commission. The letter includes a brief charge to the Commission. It is believed that the Commission was established at the time that the letter was issued.

8. Next Scheduled Meeting is January 7, 2016

Ellen Bahr and Sherman Clarke are unable to attend the meeting.

9. Motion to adjourn

Sherman moved to adjourn and all were in favor. The meeting was adjourned at 8:35 pm.

Respectfully submitted,  
Ellen Bahr  
Acting secretary