

**Town of Pavilion
Planning Board Meeting
11/12/2013**

Present: Chairman Dean Davis, Rob LaPoint, Edgar Hollwedel, Don Brooks, Kevin Conklin, Sue Kinney, Larry Dagan, Craig Prucha, ZEO/CEO Dan Lang, and Clerk, Debby Worthington

Chairman Davis called the meeting to order at 7:02 PM. Everyone stood and pledged Alliance to the flag.

Chairman Davis started with a review of the September 10, 2013 Meeting Minutes. Everyone read them over and a motion was made by Sue Kinney to accept the minutes as written with no changes. Don Brooks seconded the motion.

The Motion passes with the following Roll Call Vote:

Dean Davis- Yes	Sue Kinney – Yes
Edgar Hollwedel- Yes	Rob LaPoint- Yes
Don Brooks- Yes	Kevin Conklin – Yes
Craig Prucha – Yes	

Chairman Davis moved on to the Land Separation application for John Gray - Job# G13-3946S with Tax Map I.D.# 8.112 that the board has received. It was discussed that the Letter of Explanation that was received along with the application was very helpful. The board discussed that it would be nice to have a Letter of Explanation for applications. It would be good background information and an actual definition of the project is nice. ZEO/CEO Dan Lang added that everything is conforming. He has no problems or questions with it. The easements that were filed are covering all aspects for Mr. Gray to always have access with a right away to his fields and well just in case the property changes hands he would always have access. Chairman Davis states that everything looks great and is well thought out and the applicant has followed all laws and provided everything that is needed. A motion is made to approve the Land Separation for John Gray by Kevin Conklin. The Motion was seconded by Edgar Hollwedel.

The Motion passes with the following Roll Call Vote:

Dean Davis- Yes	Sue Kinney – Yes
Edgar Hollwedel- Yes	Rob LaPoint- Yes
Don Brooks- Yes	Kevin Conklin – Yes
Craig Prucha – Yes	

ZEO/CEO Dan Lang gave updates for the Town:

3 pole barns are in progress – possibly a fourth soon.

2 additions - a porch and a sun room

3 fire places

1 new home being built

ZEO/CEO Dan Lang announces he is in the process of putting together a plan for abandoned houses. There are quite a few. He is going to start with the Martinez's home. This is on route 20. They did start cleaning up, but there hasn't been much action recently with clean up. There was a roll off on the property, but it has disappeared. Dan is putting together a game plan for the spring with dates and deadlines to have things cleaned up not only this property but other properties as well around the area. It is going to be a big job for the upcoming year to get abandoned places cleaned up. Some of the abandoned houses have been around forever and it could be a safety hazard. In the next year it will be nice to clean up and some of these lots are viable building lots. Dan will be looking into putting together an action plan to address this issue.

Discussed an update on Mr. Weber's violations – he pled not guilty in court with regards to violations at his house next to the fire station that he has had cars at. He will be in court again in December. This is separate issues from his original issues that had happened recently when he was found guilty. He has not paid any fines as of yet. Mr. Weber is requesting a bench trial. This will be an ongoing for a long time. It has been a very time consuming situation. Dan has been working close with the Town Clerk to make sure that all the paperwork is in order.

There is a remodel on route 20 near Texaco Town. It is a commercial building that the owner wants to turn into residential. They are working on bringing it up to code for residential use.

Chairman Davis asked Dan about his contract renewal with working with us. He said things are looking good for the upcoming year. He will try to accommodate any services that we need. Budgeting is working out okay and is within the realistic numbers. Chairman Davis thinks that we have a fantastic thing having the job share with the educated people that can help the smaller towns.

Discussion on a comprehensive plan in the future within the texaco town area with the agricultural land that is prime property for agricultural businesses to come in and build and create jobs and work together with the town. That is looking ahead quite a few years, but it is something to think about. The new Yogurt Plant in Batavia was brought up as an example. It could be good revenue to come to the Town of Pavilion.

Next discussion is the website. Rob LaPoint states that the website is going good. Dan sent him updated applications to add to website and they are currently on the website now. Chairman Davis asked about the counter on website visits. There have been a few hundred visits monthly to the website. Chairman Davis thanked Rob for all he has done to make the website a success. Edgar Hollwedel brought up the subject of how minutes are approved, amended, etc. And how to keep everything updated. Chairman Davis discusses that the unapproved minutes are approved within the next months and you need to read on to the next meetings minutes. They are unapproved when they are put on the website. They are approved in the following month's minutes. All minutes are connected to each other month to month. Chairman Davis announces that in the December meeting there is going to be a team member from Genesee County Planning Board to do some training. We will be to discussing these types of topics further.

Chairman Davis then brought up what each members powers and duties are including alternates for the Planning Board. Larry did get sworn in this evening as an alternate. We need to make sure that we keep in mind that when we have a new alternate that person needs to be sworn in. It can be changed as to how the alternate works. The discretion is up to the Town Board. Do we need to address/change how we work with alternates for this planning board? Chairman Davis would like each member to go through zoning ordinance and read what each member's duties and powers are and also review the alternate member's duties and roles. If we would like to change the process, we would make a proposal to the Town Board and they will approve or disapprove our request. Mr. Hollwedel would like to get a copy of the original documentation when we first brought alternates onto the board and how it was all set up with the creation of the alternate member. This is a topic that we will be working on to make sure that we are up to par in the whole process of the planning board's powers and duties including alternates.

The next meeting will be December 10th and we will have training starting at 7:30 PM with someone from the Genesee County Planning Board. We will be discussing the new SEQR Program and how it works and new forms. It will be an open meeting to all boards in the town and some neighboring towns and counties.

Chairman Davis asks the board to please have questions and/or discussions ready for the training. There was discussion that there are a few other trainings that are coming up for members to attend if they were interested in going.

Craig Prucha motioned for the meeting to come to a close at 8:14 PM.
Rob LaPoint seconded this motion.

Respectfully submitted,
Debby Worthington