

**MEETING OF THE  
TOWN OF ALLEGANY PLANNING BOARD**

**Monday, August 12, 2013  
at 7:00 p.m.  
Allegany Town Hall  
52 W. Main Street, Allegany, NY**

**AGENDA**

**Salute to the Flag**

**Minutes**

July 8, 2013

**Old Business**

None

**New Business**

Presentation by Supervisor Hare

**Other Business**

Zoning ordinance update:

Section 5.13 Off-Street parking and Loading Regulations

Section 5.14 Landscaping Regulations

Section 5.15 Performance Standards

Article II: Definitions (time permitting)

**Correspondence**

None received

**Next Planning Board meeting:  
Monday, September 9, 2013**

**Town of Allegany Planning Board  
Meeting Minutes**

Monday, August 12, 2013 at 7:00 P.M.  
Allegany Town Hall, 52 W. Main Street, Allegany, NY

**APPROVED October 7, 2013**

**Present:**

Frank DeFiore, Chairman  
Pete Hellier  
Rick Kavanagh  
Helen Larson  
John Sayegh

**Also Present:**

John Hare, Town Supervisor; Ed Allen, David O'Dell, Town Council; Carol Horowitz, Town Planner; Lynette Semsel, Secretary; Town Residents

---

Chairman DeFiore opened the meeting at 7:00 PM with the Pledge to the Flag. The first item on the agenda was the minutes of the July 8, 2013 meeting.

***Mr. DeFiore made a motion to approve the minutes of the July 8, 2013 meeting. 2<sup>nd</sup> by Mrs. Larson. Ayes all. Carried.***

**New Business: Supervisor Hare**

In light of the fact that the approval and construction of the Good Times facility in Olean was done in a very short period, Supervisor John Hare said that he had asked to be on the Agenda to solicit suggestions from the Planning Board on ways to smooth the process for Site Plan Review in the Town of Allegany. Mr. Hare, Mrs. Horowitz and Mr. DeFiore previously had met to discuss the procedure. Mrs. Horowitz has developed draft Guidelines for Applicants that would facilitate timely review and approval of a proposed project. She also prepared a checklist for the applicant (taken from the current zoning ordinance) that would specify the information needed when the project is presented to the Planning Board.

Mrs. Horowitz asked the Board to review the Guidelines and checklist and bring their suggestions to the September meeting.

Mr. Hare also asked the Planning Board for suggestions on ways they feel the process for the Town of Allegany could be less time-consuming.

Mr. Sayegh proposed three possibilities: 1) The Town of Allegany can enter into an inter-municipal agreement with the County that allows some items to be considered local issues and not county and, therefore, do not need County approval. (Mr. Hare said the agreement is in place now.) 2) If necessary, the Planning Board should schedule extra meetings to address new projects. 3) The City of Olean was proactive with the developer and worked to expedite the Good Times project. The Town of Allegany Planning Board should do all they can to assist new projects.

Mrs. Horowitz stated that some of the requirements such as the landscaping plan are

mandated by the Town Board and the Planning Board has to follow those regulations. Mr. Hare asked the Planning Board and Mrs. Horowitz to inform him of any regulation or requirement the Town Board can modify or amend that would expedite the process when possible.

**Other Business**

The following items in the Zoning Ordinance were discussed:

**Zoning ordinance update:**

Section 5.13 Off-Street parking and Loading Regulations

Mrs. Horowitz referenced *Parking Standards*, edited by Michael Davidson and Fay Dolnick, published by the Planning Advisory Service of the American Planning Association, Report Number 510/511, November 2002 for recommendations on the minimum number of parking spaces required for Section 5.13.

Section 5.13(B)(3) – The Board determined they would keep the minimum of a drive aisle in a parking lot at 25 feet rather than the standard 24 feet. Reason: Allegany has a higher percentage of large vehicles such as pickup trucks. The extra wide drive aisle allows for easier maneuvering of the larger vehicles.

***Mr. Hellier made a motion to adjourn. 2<sup>nd</sup> by Mr. Kavanagh. Ayes all. Carried***

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,



Lynette K. Semsel  
Secretary