

**Sheshequin Township Planning Commission**  
**November 5, 2003 Minutes**

meeting location: Sheshequin Township Office

**ATTENDANCE:** Commission Members present: Jody Stroud, Rob Sweppenheiser Laura Blain, Ty Reynard Marshall Fuller, Skip Smith, Eric Matthews, Greg Grenier; absent: Bob Whipple; also present: Karen Grabel and Frank Wright

Jody opened the meeting at 7:15 pm . Ty introduced Karen & Frank, who have recently moved here. Karen has extensive experience in preparing comprehensive plans, and is offering to assist our commission.

**PRIOR MINUTES:** Minutes from the prior meeting were distributed; a Smith/Fuller motion was passed to approve the October 1, 2003 minutes corrected to reflect Greg and Eric as present.

**PUBLIC COMMENT:** none

**COMMUNICATIONS:**

**EarthRes regarding Janiak property:** Laura received a phone inquiry from EarthRes; for one of their clients, they are requesting information on any known concerns regarding Frank Janiak's 53 acre property on River Road. We believe it may be in the flood plan. Also, based on our survey results, we are aware of overwhelming opposition to mining operations, which is immediately adjacent to this property, so expansion of a mining corridor is a concern. Without knowing who the potential buyer is, or the intended use, Laura will pass along that concern.

**OLD BUSINESS:**

**Driveway Permits:** Jody postponed a meeting requested by Jon Foster because she did not want to spend billable time with the solicitor when our expectation had been that he simply review our proposal and notify us if the language would meet legal requirements. We are also still waiting for Gerald Place to review and recommend specs that would be applicable to our township. Marshall reported on some of Gerry's suggestions from their discussions, however, we needed something in writing to finalize the draft.

Skip presented another sample driveway ordinance, from Athens Township, and which can be presumed to be legally acceptable to Jon Foster since he is also Athens' solicitor. After review, a Reynard/Matthews motion was approved to recommend adoption of a driveway ordinance matching Athen's with the inclusion of "section 6" related to the time line from our previous (9/3/03) proposal.

Laura will contact Athens Township to get a copy of the ordinance electronically, or will re-type, and will get a copy to Janet in time for distribution at Monday's township meeting.

**Logging Ordinance:** Skip will check at Athens Township for their ordinance.

**Comprehensive Plan:** Jody delivered the original completed survey forms, Janet's tally, Jody's tally, and two computer disks with survey data on them to Laura. Laura will combine data from all tallies to determine overall totals, and will send that information to Karen. Karen will review and decide what software application will be most useful to present the data.

Rob delivered the completed draft from Asylum..

Laura delivered survey results from Ulster, as prepared by the county, and noted that township

cost of county assistance can be offset by expenses already met, ie, our postage. A decision was not made whether to request county assistance or not.

Karen divided the areas in the plan that need descriptive narrative, and recruited volunteers for each section. They are (in no particular order): Historic: Marshall; Economic/Development: Ty; Municipal Facilities: Ty; County Maps: Ty, Environmental/Conservation/Land Use: Rob; Housing: Greg; Agriculture: Bob (Greg will contact Bob);Transportation: Karen; Government: Eric; Demographics: Jody; Education/Schools: Skip; Parks/Recreation: Laura; Survey: Laura

**County Comprehensive Plan:** The draft plan has just been released, and should be available. Karen has an editing copy and will pass that along for our review.

**NEW BUSINESS:**

**Subdivision reviews:**

2 subdivisions were reviewed: Manzek (BCSC# 03-243, Bustin), and Scott Shores (BCSC#03-326, Benish), the later already released by the supervisors. No concerns were noted.

**Communication between Planning Commission and Board of Supervisors:** Even though we have two supervisors on the commission board, it remains unclear who should represent the commission at township meetings. After some discussion, it was suggested that at each planning meeting one person will be designated to bring information to the township meeting. Skip will represent us at the upcoming November 10<sup>th</sup> meeting, presenting the proposed driveway ordinance and a request for use of the copier. (See next item.)

**Copier Access:** In order to facilitate distribution of our work with each other, we need access to a copier at our next meeting. The only copier available is currently locked in the secretary's office, and neither Supervisor has a key for access. If office access is an issue, we would like the copier left in another location so we can use it.

**ADJOURNMENT:** The meeting was adjourned at 9:20 pm by a Matthews/Sweppenheiser motion.

**Next meeting: December 3, 2003, 7:00pm**

Respectfully Submitted,

Laura Blain, Planning Commission Secretary