

**TOWN OF SOMERSET  
PLANNING BOARD  
February 6, 2014**

Present: Jon Hotaling  
Brian Carmer  
Chris Czelusta  
Norman Jansen  
Michael Norris, Counsel

Absent: Gary Few

Attended by Councilman Wayner, Councilman Alt, and Assistant Code Enforcement Officer Lee.

Chairman Hotaling called the meeting to order at 7:30PM.

**INTRODUCTION OF ASSISTANT CODE ENFORCEMENT OFFICER**

Councilman Wayner introduced Steve Lee as a new assistant for our Code Enforcement/Building Inspection office. Councilman Wayner stated that Steve will be primarily focusing on code enforcement. He is already signed up for intensive training over the next six months for building inspection, and then will be focusing on code enforcement. Councilman Wayner stated that the office will be able to be proactive with the efforts being divided between the two officers.

Steve Lee gave a brief synopsis of his background which includes prior building construction with local construction companies, and property maintenance as a Supervisor at State parks. As he is available he will attend future Planning Board meetings.

**APPROVAL OF MINUTES**

On a motion of N. Jansen, seconded by B. Carmer, the following resolution was  
ADOPTED Ayes 4 Hotaling, Carmer, Czelusta, Jansen  
Nays 0

Resolved the minutes of the January 8, 2014 meeting are approved as submitted.

**COMMUNICATIONS**

The Code Enforcement Report for January was not available due to their computer crashing.

Brian Carmer asked if the reports will be combined or will Mark and Steve have separate reports. After discussion about getting an update to the Code Enforcement program and training on it, Councilman Wayner stated that the goal is to have every step documented beginning with the receipt of a complaint so there is a complete trail. Currently everything is combined onto one report because it's completed on an excel spreadsheet.

Information was received for an upcoming Stormwater Conference. Clerk Carmer inquired with the Erie County Department of Environment and Planning as to whether or not the conference can count toward the board members training requirements. Documents are being forwarded to WNY APA for review, and it will probably be the beginning of March when we will find out. The conference is scheduled for March 19, 2014. Clerk Carmer will follow up on March 1<sup>st</sup> if no communication is received before then.

### **SPECIAL USE PERMITS**

Chairman Hotaling stated that he hoped the members were able to go out and look at the properties where special permits have been issued.

Norm Jansen stated that he did talk to Jeff Thuman and Jim and April Gow and they would like to keep their permits. Brian Carmer asked if the Gows have to change the name on the permit since they don't live there. He was advised that the Gows still own it so it is ok to keep it in their name.

All of the permits were approved to have renewal letters mailed out as usual, except the following:

Barker Business Association – the organization no longer exists so it was decided that the renewal is to be mailed to Richard Meyers as he was the contact for maintaining the area around the signs in the past.

Fellowship House Foundation Inc. – Chairman Hotaling stated that there is a large tree down in the front yard. The renewal letter will include a note requiring that the tree be taken care of when the weather permits.

Peter Lutz – the actual activity being performed under the permit was discussed. Before the renewal is mailed, Steve Lee will visit the property and discuss the matter with Mr. Lutz to determine if the business has deviated from the use allowed.

Thomas Staples – Councilman Alt stated that he believes the property now belongs to John Voelpel so the permit should be mailed to Mr. Voelpel since the permit goes with the property. Clerk Carmer will review the property maps on the GIS system and mail the renewal to the appropriate person.

David Tickett – Chairman Hotaling stated that the wind generator has not been used in some time and is not being kept up. It was decided that Clerk Carmer will send Mr. Tickett a letter requesting that he attend the meeting on March 6, 2014, to discuss whether the conditions of the permit are being met and if he would like to renew it.

Richard and Jamie Weller – discussion ensued regarding the maintenance of the greenhouse and whether or not they are in compliance with the conditions of their permit. Clerk Carmer will send a letter to Mr. & Mrs. Weller also asking them to attend the meeting on March 6, 2014, to discuss their permit if they would like to renew it.

NYSEG Tower – an extension had been granted that expired on December 31, 2013. Attorney Norris will follow up with a letter to the attorney who is handling this matter.

Code Enforcement Officer Lee was made aware of various properties around town that are either in violation of Town Code or possibly should be required to have a Special Use Permit.

There being no further business, C. Czelusta moved to adjourn the meeting at 8:25 PM, seconded by N. Jansen. Carried unanimously.

Respectfully submitted,

Tracy L. Carmer, RMC  
Planning Board Secretary