

AGREEMENT BETWEEN
THE
ORLEANS COUNTY PLANNING BOARD
AND THE
TOWN OF ALBION



EXEMPTING CERTAIN MINOR LAND USE ACTIONS
FROM
COUNTY PLANNING BOARD REVIEW

MARCH 2009
(DATE OF FIRST REVISION)

*ENABLING LEGISLATION: NY STATE GENERAL MUNICIPAL LAW, ARTICLE 12-B,
SECTION 239-M.3.(c) AS AMENDED BY THE LAWS OF 1991*

AGREEMENT EXEMPTING CERTAIN MINOR LAND USE ACTIONS
FROM COUNTY PLANNING BOARD REVIEW

I. Authority

In accordance with New York State General Municipal Law, Article 12-B, Section 239-m.3.(c) of the Laws of 1991, the Orleans County Planning Board is authorized to voluntarily enter into agreements with towns and villages that certain proposed land use actions are of local, rather than inter-community or County-wide concern, and therefore are not subject to referral to the Orleans County Planning Board as would otherwise be required by Section 239-m.

II. Purpose

It is the intent of this agreement to eliminate the need for local referral, and thus County review and recommendation, of actions which do not have significant inter-community or County-wide impacts as defined herein. By eliminating referral of such minor land use actions, the permitting process is expedited for the applicants, with a corresponding reduction in administration on the part of both the municipality and the County Planning Board. And as County population and development continue to increase, the agreement will afford greater opportunity for the County Planning Board to focus on more consequential referrals, as well as large scale, long-term planning priorities. It is furthermore the desire of the County Planning Board that this agreement be entered uniformly among municipalities to maintain a fair and efficient process. That is, the agreement between the Orleans County Planning Board and Town of Albion shall be identical to that between the County and any other municipality.

III. Procedures

Upon the Town of Albion's receipt of a proposal by an applicant, it is the responsibility of the municipal official(s) who is charged with submitting referrals to the County Planning Board to determine if an application is exempt from referral to the County Planning Board. This determination shall be based on those actions specifically listed in Section IV ("Minor Land Use Actions Exempt from Referral to the County Planning Board") of the agreement. If a proposal does not fall within one of the categories listed in Section IV, it shall be submitted to the County Planning Board in the prescribed manner. If it does fall within Section IV, there is no need for further involvement of or notice to the County Planning Board.

IV. **Minor Land Use Actions Exempt from County Planning Board Review**

1. Projects which require an area variance(s), provided it is not:

- a. also subject to special use permit, or**
- b. also subject to site plan approval, with the exception that site plans as provided in paragraph 4 herein shall be categorically exempt from County Planning Board review, or**
- c. for a principal structure on a parcel which adjoins a lot in another town or village in Orleans County.**

2. Projects which require an area variance(s), site plan review and/or special use permit for:

- a. sign(s) or fence(s)
- 3. Projects requiring a special use permit or site plan approval on real property within 500 ft. of the boundary of a farm operation within an agricultural district as defined by Article 25AA of agriculture and markets law, provided that such projects would not otherwise qualify for submittal to the County Planning Board under Section 239-m. of General Municipal Law.
- 4. Projects which require site plan review for the following, regardless of whether an area variance(s) or special permit is also required:
 - a. the construction of one, two, or three-family residence(s), or the construction of their accessory structures, or
 - b. the partitioning of a parcel into one or more other parcels, or the reconfiguration of an existing parcel, or the combination of separate parcels into one or more parcels

V. Optional Review

Notwithstanding the previous section, nothing shall prevent the municipality from submitting any application to the County Planning Board for its review and recommendation as would be required under Section 239-m of General Municipal Law if this agreement were not enacted.

VI. Effective Date

This agreement shall be effective immediately upon its passage by majority resolutions of **both** the County Planning Board and the Town of Albion.

VII. Amendment

Any amendment to the agreement becomes effective immediately upon passage of a majority resolution of **both** the County Planning Board and the Town of Albion. Upon such action, the amended version succeeds previous editions of the agreement.

VIII. Termination

This agreement can be terminated at any time without cause by majority resolution of **either** the County Planning Board or the Town of Albion. Notice of such termination should be made in writing within ten days of the resolution to the other party which entered into this agreement. Upon termination, the municipality shall resume responsibility for sending all eligible referrals to the County Planning Board as otherwise established in Section 239-m.

Date adopted by the County Planning Board: Brian Napoli June 25, 2009

Date adopted by the Town of Albion: June 8, 2009

Town of Albion

**3665 Clarendon Rd
Albion, NY 14411**

**585-589-7048 Ext. 10
585-589-0669 Fax**

Sarah M. Basinait, Town Clerk

June 12, 2009

At a regular meeting of the Albion Town Board on June 8, 2009 the following was presented and adopted:

RESOLUTION No. 81 Exempting Certain Minor Land Use Actions

**Councilperson Passarell moved the adoption of the following resolution;
Councilperson Neilans seconded the motion;**

Be it hereby enacted by the Town Board of the Town of Albion as follows:

WHEREAS, the County of Orleans wishes to enter into an agreement with the Town of Albion exempting certain minor land actions from County Planning Board review; and

WHEREAS, in accordance with the New York General Municipal Law Article 12-13, Section 239-M, 3.C of the Laws of 1991 the Orleans County Planning Board is authorized to enter into voluntary agreement with towns and villages establishing that certain land uses are not subject to referral to the Orleans County Planning Board as would otherwise be required by the above referenced Section 239-M; and

WHEREAS, the intent of any agreement would be to eliminate the need for local referral to the County of action; that do not leave significant community or County-wide impact; and

WHEREAS, the elimination of referrals of such minor land use actions, the permitting process is exempted. Many other benefits used from the elimination of the referrals; and

WHEREAS, the County of Orleans has established a procedure for any future referrals to the Orleans County Planning Board from the local municipalities in the agreement which has been proposed; and

WHEREAS, the County of Orleans has outlined in said agreement those minor land use actions that are exempt from County Planning Board review.

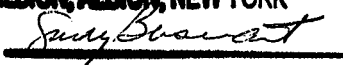
RESOLVED, that the Town Board of the Town of Albion hereby executes the agreement with the County of Orleans, exempting certain minor land use actions from Orleans County Planning Board review.

Motion was made by Councilperson Passarell and was seconded by Councilperson Neilans to adopt this resolution. Resolution duly adopted by the following vote:

**Councilperson Thom, absent
Councilperson Neilans, aye**

**Supervisor Koehler, aye
Councilperson Passarell, aye**

**THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE
COPY OF A RECORD ON FILE IN THE TOWN CLERK'S
OFFICE, TOWN OF ALBION, ALBION, NEW YORK**



TOWN CLERK



Brian Napoli, Chairman

COUNTY OF ORLEANS

Tibbs Ahlberg, Vice-Chairman

PLANNING BOARD

14016 Route 31 West
Albion, New York 14411-9382
(585) 589-3198

(Orleans County Planning Board – Albion Town Council)

Resolution No. CPB0609-03

**Resolution to Revise Agreement Exempting
Certain Minor Actions from County Planning Board Review**

WHEREAS, the Albion Town Council entered into an Agreement with the Orleans County Planning Board on June 12, 2000 for the purpose of Exempting Certain Minor Land Use Actions from County Planning Board Review, and

WHEREAS, the Orleans County Planning Board has requested amendments to said Agreement to provide further exemptions from County Planning Board Review, including site plan review for the construction of homes on individual lots as well as all subdivision of real property; and

WHEREAS, the Albion Town Council adopted said revised Agreement on June 8, 2009; now, therefore be it

RESOLVED, that the Orleans County Planning Board similarly adopts said revised Agreement, rendering it effective immediately.

County Planning Board Member who made the Motion to Adopt:

Kirk Myhill

County Planning Board Member who seconded the Motion to Adopt:

Tibbs Ahlberg

Vote: 15 ayes -

Brian Napoli, Tibbs Ahlberg, Dan Gleason, Kirk Mathes, Dan Strong, Kevin Johnson, Ted Broekhuizen, Paul Gray, Steve McAvoy, Joe Sidonio, Larry Petrie, Kirk Myhill, Gary Daum, Paul Hendel, Darryl Sanford

0 abstentions

0 nays

Adopted June 25, 2009 at the Regular County Planning Board Meeting, Albion, New York.

James R. Bensley
Acting Executive Secretary