

WORKSHOP MEETING  
MARCH 2, 2022

Board Members Present: Mayor Art Miller  
Trustee Kari Doino  
Trustee Mark Belcher  
Trustee Bryan Woleben  
Trustee Craig Miller

Board Member Absent:

Present: Scott Jagoda, Village Clerk/Treasurer  
Peter Clark, Attorney  
John Penhollow, Legislator

Mayor Miller opened the meeting with the pledge to the flag at 6:00 p.m.

**Public Comments:** John Penhollow discussed with the board the County IDA plans regarding occupancy tax money and how the Village may be able to benefit from this.

**Workshop:** The board review the 2022-2023 tentative budget.  
The board reviewed the local laws regarding parking and junk vehicles.  
Trustees Kari Doino and Bryan Woleben will be in charge of the summer recreation program and begin the hiring process.

**New Business: RESOLUTION 02-2022**

**APPROVAL OF FEE SCHEDULE FOR BUILDING PERMITS**

WHEREAS Trustee Bryan Woleben introduced a new fee schedule for building permits to be enacted immediately as stated below:

**VILLAGE OF BROCTON FEE SCHEDULE FOR BUILDING PERMITS**  
**ALL FEES ARE NON-REFUNDABLE**

Single, Two Family or Multiple Family Homes	\$0.08 Square Foot
Shed – Up to 144 Square Feet	\$20.00

Any accessory buildings over 144 square feet – including carports	Minimum \$35.00 or \$0.08 sq. ft. (whichever is greater)
Decks & Porches	Minimum - \$35.00 Plus \$0.08 over 150 sq. ft. \$40.00
Pools	\$35.00
Wood Stoves & Solid Fuel Burning Appliances	\$35.00
Demolition Permits	\$25.00
Non-Agricultural Fences	\$35.00
Farm Buildings	\$10.00
Electrical Permit	\$20.00
Conversions, alterations, additions & repairs Applicable only when a Building Permit is required for, but not limited to any of the following: replacement of rafters, replacement or alteration of bearing walls or floor/ceiling joists, foundation reinforcement, or the construction, alteration or replacement of stairs, porches and decks. Building permit cost includes Certificate of Occupancy Fee	Minimum \$35.00 or \$0.08 sq. ft. (whichever is greater)
Requested Inspection outside of normal Village Business Hours (no Saturdays or Sundays)	\$25.00 per hour (after 4:30pm)
Certificate of Occupancy	No charge if building permit is in effect, otherwise 50% of the schedule of fees
Temporary Certificate of Occupancy	Residential - \$10.00 Commercial - \$20.00
New Construction or Alteration for Commercial (Includes Farm Retail)	Minimum \$35.00 or \$0.08 sq. ft. (whichever is great)
Truss Placard (Required by State in Commercial Bld.)	\$50.00
Plan Review for any construction, repair Or Alteration, Commercial Only Non-Refundable	Up to 10,000 sq. ft. floor area (whichever is greater)

10,001 – 50,000 sq. ft. floor area  
\$0.02 x sq. ft. floor area

50,001 – 100,000 sq. ft. floor area  
\$0.015 x sq. ft. floor area

100,001 sq. ft. floor area and up  
\$0.01 x sq. ft. floor area

Permit Renewals  
(Renewal of permit granted only, if applicable is  
Made prior to expiration of original permit. Otherwise,  
the full fee is required.

First renewal is no charge.  
Subsequent renewals are 50%  
of the original fee.

Annual Mobile Home Park License Renewal Fee

\$5.00 per lot with a minimum  
of \$50.00

Permits Requiring Public Hearing

\$40.00

Zoning Book Fee

\$20.00

Fire Safety Inspection

One (1) or two (2) Family Residence  
(Only when requested by owner)

\$35.00 per dwelling unit

Multiple Residence three (3) or more Dwelling units

\$35.00 flat fee per dwelling

All Other Occupancy

0-5000 sq. ft.

\$50.00

5001 sq. ft. and over

\$100.00

Operating Permit

No Charge

Planning Board Site Review

\$250.00

(Including any studies requested)

Wind Energy Conversion Systems (WECS)

A. In addition to any fee schedule adopted by the Village of Brocton Board, there shall be non-refundable application fees as follows:

1. Wind Overlay Zone rezoning: \$500 per zone.

2. WECS Special Use Permit \$50 per megawatt of rated maximum capacity.
3. Wind Measurement Towers: \$200 per tower.
4. Wind Measurement Tower Special Use Permit renewals: \$50 per Wind Measurement Tower.
5. The cost of all legal notices and mailings shall be assessed to the applicant.

B. Building Permits

1. The Village believes the review of building and electrical permits for Wind Energy Facilities requires specific expertise for these facilities. Accordingly, the permit fees for such facilities shall be increased by administrative costs which shall be \$100 per permit request, plus the amount charged to the Village by the outside consultant hired by the Village to review the plans and inspect the work. In the alternative, the Village and the applicant may enter into an agreement for an inspection and/or certification procedure for these unique facilities. In such case, the Village and the applicant will agree to a fee arrangement and escrow agreement to par for the costs of the review of the plans, certifications or conduct inspections as agreed by the parties.

NOW THEREFORE BE IT RESOLVED fee schedule for building permits is approved.

Resolution introduced by Trustee Bryan Woleben, second by Trustee Craig Miller with vote as follows:

\_\_4\_\_ ayes                      \_\_0\_\_ nays                      \_\_0\_\_ absent

Dated: March 2, 2022

Scott Jagoda  
Village Clerk/Treasurer

RESOLUTION 03-2022

**APPROVAL FOR AARON WILLEBRANDT AND RICH LEWIS TO ATTEND  
GBEC TRAINING**

WHEREAS, Aaron Willebrandt and Rich Lewis have requested to attend GBEC training sponsored by the Western Chapter NYWEA. The purpose is continuing education and renewal hours for license. The registration cost is \$280.20. Travel will be by personal vehicle with an estimated cost of \$75.00.

NOW THEREFORE BE IT RESOLVED, authorization is approved for Aaron Willebrandt and Rich Lewis to attend the training as listed above.

Resolution was introduced by Trustee Mark Belcher second by Trustee Craig Miller with vote as follows:

\_\_4\_\_ ayes                      \_\_0\_\_ nays                      \_\_0\_\_ absent

Date: March 2, 2022

Scott Jagoda  
Village Clerk/Treasurer

**Old Business:**

A motion was made by Trustee Bryan Woleben, seconded by Trustee Craig Miller to authorize payment of signed and approved vouchers. Vote was unanimous, motion carried.

A motion was made by Trustee Craig Miller, seconded by Trustee Mark Belcher to approve February 9<sup>th</sup> regular meeting minutes as presented in written form. Vote was unanimous, motion carried.

A motion was made by Trustee Craig Miller, seconded by Trustee Bryan Woleben to approve the written reports as presented. Vote was unanimous, motion carried.

With no further business brought before the Board, a motion was made to adjourn the meeting at 7:36p.m. by Trustee Bryan Woleben seconded by Mark Belcher. Vote was unanimous, motion carried.

Respectfully submitted by,

Scott Jagoda  
Village Clerk/Treasurer