Implementation Committee Meeting

Joint Comprehensive Plan for the Town of Chautauqua and Village of Mayville

Carlson Community Center at Lakeside Park

Mayville, NY

May 20, 2026

Attendance: Pat Appelbe, Tom Carlson, Scott Cummings, Sorena Gilkinson, Tim Hull, Mary Schiller, Brian Pender, Sharon Smead, Mark Smith

Excused: Julie Lescynski

Sharon Smead called the meeting to order at 6:40 p.m.

The Committee reviewed the March 26, ,2026 minutes. Tim moved that the minutes be accepted, second by Brian; all in favor, approved.

The agenda for the meeting was derived from the "Make Your Voice Heard" Comprehensive Plan Start-Up Checklist. Items were discussed as follows: 1. Hire a consultant to jointly update the Town and the Village zoning codes.

- Village is contracting with Nichola Ostrander of Community & Municipal Development Group
- Town is contracting with Wendel Consulting Services
- No information was available as to the committee composition, start time or zoning code project agenda.
- Brief discussion of areas of zoning consideration: signage, mixed use designations, short term rentals, noise, set backs for industrial development such as BESS, solar, and wind towers.

2. Develop and adopt strong controls to prioritize environmental quality and community character.
    - Village and Town have adopted moratoriums on battery storage and solar farms.
    - Question of Data Centers
    - CLCS students (CHQ Kids Care) in collaboration with the DPW are mapping storm sewer locations in Lakeside Park on June 5th for future adoption as part of the Water Warrior Project.

3. Establish an inventory of community assets and businesses.
   Brian shared the following:

- The Chautauqua Visitors Bureau "Mayville Chautauqua Destinations" spreadsheet (including Chautauqua Institution) captures 113 locations and the Mayville-Chautauqua Chamber listing of 234 individuals and businesses. The lists could be harmonized, edited and prioritized for business locations.
- Discussion took place on using the data for the development of an illustrative map stretching from Chautauqua Institution through Mayville to the Hartfield/Dewittville area. Possible locations for displaying the map were kicked around.
- A meeting was arranged with Bemus Point Small Business Association (BPSMA). The organization is an independent 501(c)(6) organized following the departure of the floating stage in an attempt to revitalize business in the Bemus Point area. It focuses on four areas: marketing, logistics, events, and safety. While they are independent of municipal organizations, BPSMA have an effective collaborative relationship with the Village.
- Brainstorming followed, with discussion of developing relationships with existing groups to focus on revitalizing business in our community.

4. Publish an on-line business start-up checklist
    - Brian presented a working draft "Business Start-up Checklist" prepared by New York State Small Business Development (NYSSBD) representative Brian Roveigno of the JCC Office for Small Business Development and shared with Committee members. Brian Pender will continue to work with them to refine as a resource for aspiring business owners. Posting on Village and Town websites could follow.

5. Develop a Tree Plan
    - Village has a tree policy posted on their website and the Town plan is pending.

6. Achieve qualification as a Tree City USA
    - Town has adopted a local law to organize a Tree Board. Membership to be determined, a Tree Plan developed and responsibility assigned.
    - No progress has been made by the Village.
    - The Tree Advisory Committee conducted four tree related educational events at the Mayville Library in April. Arbor Day events were held at the Town campus, Village Cemetery, and Chautauqua Lake Central School; prerequisites for applying to the Arbor Day Foundation for Tree City USA distinction.

7. Complete the pro-housing certification.
    - The Village pro-housing certification was approved in September 2025.

- The Town's pro-housing certification is still under review by NYS.

8. Develop a position proposal, including a job description, salary range, and potential funding sources for an Economic Development Coordinator, and seek approval from the appropriate governing body.
    - Village fiscal year – June 1 through May 31
    - Town fiscal year – January 1 through December 31

9. Monitor progress to the Barcelona to Chautauqua Trail Study.
    - Status: No further information available.

Other topics:

Awaiting the Village acceptance of the list of the Implementation Committee membership. Sharon will email the mayor to place on the agenda for the next Village meeting. The Town has already approved the membership.

The County Planning Department has approached the Village to make application for the NY Forward Grant (NYF).

The Implementation Committee continues to prioritize its focus for now in two areas:

1. Update zoning separately in both municipalities
2. Develop a community/business asset listing and potentially a visitor's map.

A follow-up meeting is scheduled for Wednesday, July 29, 2026 at 6:30 p.m. Location will be confirmed.

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Pat Appelbe