

**TOWN OF ELMA PLANNING BOARD**  
**1600 Bowen Road, Elma, New York 14059**  
**Phone: 716-652-3260**

**MINUTES OF REGULAR MEETING ~ February 21, 2023**

*The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, February 21, 2023, at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.*

**PRESENT:**

*Member James Millard-  
Acting Chairman  
Member David Baker  
Member Michael Cleary  
Member Gregory Merkle  
Member Charles Putzbach  
Member Robert Waver*

**ABSENT:**

*Chairman Michael Cirocco  
Alternate Thomas Reid  
Phyllis Todoro - Town Attorney*

**TOWN REPRESENTATIVES:**

*Raymond Balcerzak - Asst Building  
Inspector  
James Wyzkiewicz – Town Engineer*

**I. Approval of Regular Meeting Minutes from January 17, 2023**

*Charles Putzbach motioned to approve the Minutes of the EPB Regular Meeting held on January 17, 2023. Robert Waver 2nd the motion. Motion approved.*

**II. Site Plan Review for a 450 Sq Ft addition to existing building @ 6900 Seneca St. for Springbrook Family Dental**  
**Applicant Jennifer Finney**

Mike Berger from Sutton Architecture returned to get approval for a proposed addition to 6900 Seneca St. He discussed the plans that have been changed to show 19 parking spaces, size 9 ft x 20 ft. An information sheet about the new lighting was presented. The lighting is also shown on the plans. There is no new lighting in the parking lot, just a wall pack on the addition by the parking area. More information about landscaping was provided on the plans. A letter from Spring Brook Fire District was provided. Mr. Baker asked about the easement that was mentioned last month. There is an easement that provides access to the construction company located behind them. Mr. Putzbach asked how many dental rooms there will be. Mr. Berger explained that the waiting area will be moved to the new addition allowing them to reconfigure the dental rooms and add 2 for a total of 7 rooms. The EPB reviewed the checklist and all required materials have been provided.

*The EPB reviewed the SEQR. Gregory Merkle made a motion to check box #2 on the SEQR, motion was seconded by Robert Waver. Yes-6 No-0. Motion Carried.*

*A motion was made by Michael Cleary and Seconded by Charles Putzbach to give Final Site Plan 3 Yes-6 No-0 Motion Carried*

**III. Site Plan Review for a new entrance way @ 6272 Seneca St- Applicant- Todd Huber**

Mr. Todd Huber presented a plan to add an entrance way to an existing building at 6272 Seneca St. He received a zoning variance from the zoning board on February 14, 2022. A variance was need due to the proximity to another existing building. He received approval to connect the 2 buildings. The properties the buildings are on have been merged so there are 3 buildings on one parcel. They all share parking and share parking with the business on the neighboring property as well. They are adding an entrance way to the building. This will make the building wheelchair accessible. This area will also have bathrooms and an elevator lift for access to the 3 levels inside. Mr. Huber has not obtained a business use permit for this building yet. It will be an extension of the barbeque business in the other building known as TSG to use for private parties and events. Mr. Millard asked what materials will be used to construct the entrance way. Mr. Huber said it would be a stick frame with corrugated steel and blocked brick. The roof will be shingled. His idea is to have it look like a silo and keep the rustic look, so it matches the TSG building. Mr. Putzbach asked about the restrooms in the building. Mr. Huber said they are using the same septic system as the TSG building which was previously approved.

*EPB reviewed the checklist:*

*Documentation:* received a zoning variance

*Site & Building Details:* stamped survey, property details and blueprints provided.

*Lighting:* no new lighting

*Parking:* no change to parking

*Drainage:* No drainage issues

*Signage:* new signage for TSG approved by zoning board

*Landscaping:* no landscaping

*Water Service & Septic System:* no letter, existing septic

*Fire Department:* N/A

*A motion was made by James Millard and Seconded by Gregory Merkle to give Preliminary Site Plan Approval Yes-5 No-0 (David Baker abstained) Motion Carried*

*The EPB reviewed the SEQR. Changed the answer to #2 and initialed by applicant.*

*Michael Cleary made a motion to check box #2 on the SEQR, motion was seconded by Robert Waver. Yes-5 No-0. 0 (David Baker abstained) Motion Carried.*

*A motion was made by James Millard and Seconded by Gregory Merkle to give Final Site Plan Approval. Yes-5 No-0 0 (David Baker abstained) Motion Carried*

**IV. Plan Review for 150,000 Sq. Ft facility @ 7021 Seneca St for MOOG Aircraft Group**

**Applicant: Matthew Edwards**

Mr. Matt Bradley from MOOG, Mr. Peter Dechert from Buffalo Construction and Mr. Thomas Bock with CPL Engineering Firm were present to give an update to the project. Mr. Bradley recapped all the town meetings they have attended. The Elma Town Board did declare lead agency. Copies of the long form SEQR and an Environmental Review Referral form have been sent to various interested parties. There is a 30-day period to get these forms back. There was a request from NYSOPRHP for a phase 1A & 1B cultural resources investigation which is currently being conducted by Dual Archaeological and is expected to be completed this week.

Mr. Bradley gave an update on several small changes to the site plan. They included refining the truck entrance, dock area and the # of docks. They tweaked the parking area to help with snow removal. One retention pond was removed, and some dry swales were added. Mr. Bock went over more details on the storm water plans. A copy of the SWPPP was submitted and reviewed by the town engineer. Mr. Reid asked about fire hydrants, there are 3 on the plan. Mr. Merkle asked for more information about the dry swales. Mr. Bock explained more about the stormwater drainage plan. Mr. Baker asked about what can be viewed from Seneca St. This building is about 1400 feet from Seneca St and sits behind plant 11 and a large pile of dirt. It will not be seen from the road. Mr. Baker asked if there were any changes to the driveways. The only change is a current dirt access road is being paved. The EPB received a letter from Springbrook Fire district stating they didn't have any concerns about the project. They plan to start clearing the land next week when the study is over.

*Mr. Millard made a motion to check box 2 on the Environmental Review Referral form. This states that the proposed action does not present any known concerns, but we would be interested in attending and informational conference if one is held. Motion was seconded by Daid Baker.*

*Yes-6 No-0 Motion Carried*

**V. Adjourn** *Motion to adjourn at 7:50pm by unanimous consent.*

*Respectfully submitted,*



*Barbara Blair*

*Elma Planning Board Secretary*