

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

MINUTES OF REGULAR MEETING ~September 19, 2023

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, September 19, 2023, at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

*Chairman Michael Cirocco
Member Michael Cleary
Member David Baker
Member Gregory Merkle
Member James Millard
Member Charles Putzbach
Member Robert Waver
Alternate Thomas Reid*

ABSENT:

TOWN REPRESENTATIVES:

*Phyllis Todoro - Town Attorney
Raymond Balcerzak - Asst Building Inspector
James Wzykiewicz – Town Engineer*

I. Approval of Regular Meeting Minutes from August 15, 2023

Mr. Merkle asked for the word back to be corrected to Baker in Section 2. James Millard motioned to approve the Minutes of the EPB Regular Meeting held on August 15, 2023. Robert Waver 2nd the motion. Motion approved.

II. Site Plan Review for a new 50' x 100' pole barn at 1211 Maple St for Fetch the Vet

Applicant James Mann

Mr. Mann, Dr. Tudini and Mr. Schenne returned with updated plans for a pole barn at 1211 Maple St. The address on paperwork was corrected to 1211 Maple St. The new plans show more windows on the front to meet the 25% in the code. Wall packs shown on the plans will be down lite. Plan shows a 10 ft setback from the property line that backs up to a commercial property. Mr. Millard asked what kind of screening is planned for the side facing a residence on the south side. Dr. Tudini said she would prefer natural screening versus having a large fence. The town engineer still needs to review the plans and give his approval on drainage. Mr. Millard asked if the applicant really wanted all the windows in the front. Dr. Tudini stated she did not, but they were added to the plan to meet the 25% code. There are so many windows due to the large size of the building. The EPB and applicant agreed to remove the upper windows shown on the plan. Dr. Tudini initialed the change. A sign was also removed from the plans. There will only be a small sign within the landscaping in the front. The applicant has not made a final decision on the colors, but they will be neutral colors, possible grey, blue, or taupe. The front and south side will have stonework. Chairman Cirocco proposed that there be screening along the south side the entire length of the building. The residential neighbor introduced himself as James Teller. He asked a few questions about drainage and snow removal. Dr. Tudini said the snow will be pushed towards the back of the property. They are leaving some trees in the back as well. There will not be any lighting in the parking area.

II. Site Plan Review for a new 50' x 100' pole barn at 1231 Maple St for Fetch the Vet Applicant James Mann (Continued)

EPB reviewed the checklist:

Documentation: have applied for a business use permit

Zoning: the whole parcel is C-3

Site & Building Details: provided a stamped survey and site plan showing structures on adjacent properties, engineered blueprints and design blueprints.

Lighting: on plans, just planning on wall packs on building, they need to be downlit. No planned lighting in the parking area

Parking: need approval from Erie County Highway for the curb cut

Drainage: no wetlands, need approval from town engineer and to form a drainage district

Signage: no sign on building, only small sign within landscaping by building front

Landscaping: will be minimal, showed screening for dumpster, need natural hedgerow for screening from neighbors

Water Service & Septic System: need EC Health Department approval and Elma Water Department

Fire Department: provided fire department approval.

A motion was made by James Millard and Seconded by Gregory Merkle to give Preliminary Site Plan Approval. Yes-7 No-0 Motion Carried

The EPB reviewed the short form SEQR. The answer to question 18 was changed to yes Mr. Schenne initialed and signed by these changes. Gregory Merkle made a motion to check box #2 on the SEQR, motion was seconded by Michael Cleary. Yes-7 No-0 Motion Carried

A motion was made by Michael Cirocco and Seconded by Charles Putzbach to give Final Site Plan Approval contingent on the town engineers approval of the drainage plan, receiving approval from the Erie County Highway Department, the Erie County Health Department, and the Elma Water Department, and contingent on the formation of a drainage district that includes this property.

Yes-7- No-0

III. Other Business

Chairman Cirocco proposed creating a formal attendance policy for the board. This would set the expectations for attendance for all members and allow the town board to remove a member for lack of attendance. The board also discussed what the role of the alternate member is on the board. Chairman Cirocco announced that he will not be seeking to be reappointed as the chairman. He is going to ask the town board to appoint him as an alternate.

IV. Adjourn Motion to adjourn at 8:02 pm by unanimous consent.

Respectfully submitted,

Barbara Blair

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Elma Planning Board Secretary