

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

MINUTES OF REGULAR MEETING ~ October 20, 2020

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, October 20, 2020 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*

TOWN REPRESENTATIVES:

*Phyllis Todoro, Town Attorney
James Wzykiewicz, Town Engineer
Raymond Balcerzak, Asst. Building Inspector*

I. Approval of Regular Meeting Minutes from September 15, 2020

Motion to approve the Minutes of the EPB Regular Meeting held on September 15, 2020. Motion approved

II. Preliminary Site Plan Approval for a 30' x 50' outdoor patio for the North Star Tavern @ 7340 Seneca St

Contact: Tim Chrostowski

Tim Chrostowski presented his plan to add an outside patio to his business, The Northstar Tavern. Tim apologized for missing the previous meeting. The plan is for a patio big enough for 6-8 tables. They are thinking of occasionally hosting outside music. If things go well, they may expand the patio in the future. Construction would be done in the spring of 2021. Using Google Earth, Chairman Cirocco showed the group where the new patio will be located. Chairman Cirocco asked about the plan for lighting. It will be soft lighting with lighting in the existing pillars. Mr. Cirocco asked what the total occupancy for the restaurant is and how many parking spots there are. Mr. Chrostowski said the occupancy is 64 persons and there are 37 parking spaces. Mr. Cirocco stated he lives nearby and has not seen any problems with the parking, especially since the lot was expanded. Mr. Millard asked what the patio will be made of. It will be made from paver blocks. The walkway on the side will be stones and then converted to pavers from the kitchen to the patio. Mr. Millard asked if there will be any barriers. Mr. Chrostowski explained there will be a split rail fence extending from the patio, along the walkway to the edge of the building. All customers will have to go inside to see the hostess to be seated.

Mr. Cirocco mentioned that a permit will be needed from the town to host music and must abide by the town sound ordinance. Mr. Putzbach asked about plans for dealing with the weather. Mr. Chrostowski said he will be putting up a sunshade and umbrellas. They may add a shelter over it in the future.

The EPB reviewed the checklist noting that with this type of project a stamped survey, blueprints, lighting and letters from the water department and fire department were not needed. Parking is within code and there is no additional landscaping needed. The Town Engineer had no problems with the drainage.

II. Preliminary Site Plan Approval for a 30' x 50' outdoor patio for the North Star Tavern @ 7340 Seneca St (Continued)

Contact: Tim Chrostowski

A motion was made by James Millard and Seconded by Robert Waver to give preliminary site plan approval. Yes-7 No-0. Motion Carried.

The EPB reviewed the SEQR, Michael Cirocco 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 Charles Putzbach and Seconded by James Millard to give final site plan approval Yes-7 No-0. Motion Carried. Applicant was advised to check with the building department when he was ready to build

III. Preliminary Site Plan Approval for a 3000sf commercial office building @ 7420 Seneca St

Contact: Jody Miller

Phil Gusmano, Architect with Crafted Concepts, Pat Martin from Golder, and applicant Jody Miller were in attendance to present a plan to build a 3000 Sq. Ft commercial building at 7420 Seneca St. Mr. Gusmano spoke about the plans. The building will be set back 60 feet from the road. The driveway will be straight off Seneca St with parking in the rear of the building. It is a pole building with radiant floor heating, type 5B construction and fully sprinklered. The building has a stone veneer with 65% glass on the frontage and a canopy overhang. A landscaping plan was presented, as well as a letter from the Spring Brook Fire District. They are looking to get fill in soon with construction beginning in the spring 2021. The plans include the design of the offices. They are designed so they could be separated into 2 separate spaces in the future if needed. There is a 17' x 64' outdoor patio. The parking lot has 17 spaces, more than the 12 needed by code for 30 people. The offices will be used by the applicant's personal business, Saveonsp, LLC, and will have about 14 employees in the building. Mr. Miller clarified that the business employees about 75 people but that many are working from home, so they no longer need the 6000 sq. ft space they are renting now on Jamison Rd. He is looking to build his own building to house corporate employees. The first 300 feet of the property is zoned C-1 and the back is zoned Res C.

Chairman Cirocco asked if there are plans to build a second commercial building. Mr. Gusmano said Mr. Miller's plans for the 24-acre lot are still undecided. Right now, the plan is to divide the parcel into 3 lots. This building would be one lot. The middle lot would be used by Mr. Miller to build a private residence and a 3rd lot would have a residence to be used as a guest house by Mr. Miller.

Mr. Putzbach asked if the building has 2 floors. It does not. It is a one-story building with 12-foot walls. Mr. Millard asked how tall the building is. It is 26' to the top of the peak.

Drainage was discussed with town engineer, Jim Wyzykiewicz. More details will be provided to him for review.

III. Preliminary Site Plan Approval for a 3000sf commercial office building @ 7420 Seneca St. (Continued)

Contact: Jody Miller

Chairman Cirocco mentioned that he has received a letter from a neighbor who is currently building a new house stating concerns about drainage and lighting. He asked Mr. Miller if he could provide his contact information so the neighbor so he could contact him directly to discuss his concerns. Mr. Miller agreed.

A motion was made by Chairman Cirocco to recommend that the Elma Town Board approve the preliminary business use permit. Yes-7 No-0. Motion Carried.

EPB reviewed the checklist:

Site & Building Details – have all

Lighting – need more detail on the final plans, they are currently working with a lighting consultant to reduce the 4 fixtures down to 3.

Parking- will review at final, need letter from the DOT

Drainage – need to provide details and discuss with town engineer

Signage – small 3' x 4' sign on the plan, 26 feet from the road

Landscaping – landscaping plan provided, EPB asked to provide screening from the neighbors

Water Service & Septic System- need letters from Elma Water Department and the Department of Health.

Fire Department- letter provided from Spring Brook Fire District

A motion was made by James Millard and Seconded by Charles Putzbach to give preliminary site plan approval contingent on them receiving approval of the preliminary business use permit.

Yes-7 No-0. Motion Carried.

IV Adjourn Motion to adjourn at 8:03 pm by unanimous consent.

Respectfully submitted,

Barbara Blair

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Elma Planning Board Secretary

