

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

MINUTES OF REGULAR MEETING ~ August 20, 2019

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, August 20, 2019 at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

*Chairman Michael Cirocco
Member David Baker
Member James Millard- Acting Chairman
Member Robert Waver
Alternate Thomas Reid*

TOWN REPRESENTATIVES:

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

ABSENT:

*Member Gregory Merkle
Member Michael Cleary
Member Charles Putzbach*

I. Approval of Regular Meeting Minutes from July 16, 2019

Motion made by Thomas Reid and second by James Millard to approve the Minutes of the EPB Regular Meeting held on July 16, 2019 with this change. Motion Carried (Cirocco abstained)

II. Guest Speaker - Bryan Brawdy, a Sales Consultant for Morton Buildings was unable to attend, will reschedule for September meeting

III. Preliminary Site Plan Approval for a 1 lot Subdivision @ 270 Stolle Rd.

Contact: John Regdos

John Regdos of 440 Stolle Rd presented a plan for a 1 lot subdivision at 270 Stolle Rd. The property has been surveyed and a soil percolation test was done. The original lot of 3.7 acres will be split to leave about 2.2 acres with the house and the new lot will have 1.5 acres. New lot will have 130ft of frontage. Chairman Cirocco stated that Mr. Regdos is seeking approval based on code 123-2b-3(1) as this is a split from an existing 4 split lot. The property is zoned Residential B.

James Wzykiewicz stated that due to a change in the town code on page 123 the EPB is only an advisory board. They can make a recommendation to the town board and give input on the SEQR.

The EPB reviewed the SEQR and changed the answer to question # 9. James Millard made a motion to recommend to the town board, as lead agency, to check box #2 on the SEQR, motion was seconded by Robert Waver Yes-5 No-0. Motion Carried.

A motion was made by James Millard to recommend that the Town Board approve a 1 lot subdivision @ 270 Stolle Rd, based on town code # 123-2 B(3)(1). Motion was seconded by David Baker. Yes-5 No-0 Motion Carried.

IV. Preliminary Site Plan Approval to Operate a Landscaping Business @ 8351 Clinton St
Contact: John Sparfeld

John Sparfeld, owner of WNY Lawn & Landscaping, presented a plan to move his business to 8351 Clinton St. The business at this location will be for daily operations and equipment storage. There will be no retail at this location.

Also present was Ken Kelchlin, the current owner of the property.

Chairman Cirocco stated the goal was to screen and limit the neighbor's view of the property as much as possible and to keep the lot as attractive as possible.

Chairman Cirocco questioned the access to the back area, as it was not clear on the plan. He informed Mr. Sparfeld that town code requires that the dumpster be fenced. He expressed concern about parking equipment in the front and the need for screening the property from the neighboring house.

Mr. Baker asked how many trucks would be parked there and about employee parking. Mr. Millard asked about any existing trees for screening and about the plan for parking equipment.

Chairman Cirocco expressed that his biggest concerns were putting shipping containers in back that would be visible to the neighbor and parking loaders and equipment at the road.

Chairman Cirocco mentioned the code requires there to be screening between a commercial and residential properties. There was discussion about what kind of screening is required and giving a time frame in which, it needs to be in place.

Chairman Cirocco asked if there would be any changes to the lighting on the property. Mr. Sparfeld said there is existing lighting and that he may look to change it in the future. Chairman Cirocco suggested he put any changes on the plan because any changes made that are not on the plan would require him to return to the planning board. He also mentioned that the same is true for any signage on the property so to be sure it is included on the plan.

Mr. Baker asked what the storage containers are used for. Mr. Sparfeld said they use them to store salt or mulch.

Chairman Cirocco mentioned that there is to be no stone crushing, stone storage, wood chipping, or wood/lumber processing of any kind on the property.

Chairman Cirocco made a list of items that need to be included on a final plan. They included location of parking with # of and type of vehicles, location of employee parking and # of spots. Any new lighting and signage on plans, final location of fenced in dumpster, screening- either trees or fence between neighboring property.

The applicant was given a list of what to return with on a more detailed plan

A motion was made by Robert Waver and Seconded by Thomas Reid to give preliminary site plan approval. Yes-5 No-0 Motion Carried.

V. **Preliminary Site Plan Approval for Steuben Foods Milk Plant and Aseptic Process Expansion, including Building Additions and Processing Silos @ 1150 Maple Rd.**

Andy Shakely from Design Group Facility Solutions, LLC, Tim Creighton, Project Manager for Steuben, Steven Depew, Sr. V.P Steuben Foods

Presented revised plans for an expansion to Steuben Foods on the South side of the building for additional processing spaces. An addition to the milk receiving bay adding 2 truck bays, an employee wellness area and 4 silos.

A SWPPP was submitted. The Town Engineer has not had a chance to review the plans yet. Mr. Shakely briefly described the drainage plan.

Mr. Shakely stated that they have meet with the local fire department and Elma Water Department and are waiting on letters of approval from both. Neither had any objections to the project.

A preliminary permit has been issued from Erie County Health. They are waiting on final approval form from them.

A photometric plan was submitted.

Mr. Baker asked if there was a shift in employee parking. It was mentioned that the new employee spaces being added are more for employee convenience. There are more than the required number of employee parking spaces in the main lot.

Chairman Cirocco listed the items missing from the checklist are approval from the town engineer, and letters from the fire department and water department.

A motion was made by James Millard and Seconded by Robert Waver to give preliminary site plan approval. Yes-5 No-0 Motion Carried.

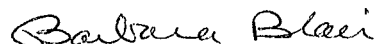
VI. **Other Business**

Chairman Cirocco thanked Mr. Baker for taking the initiative to arrange for our guest speaker. Mr. Bawdy was unable to attend to night but will reschedule for the Sept 17, 2019 meeting.

Mr. Baker brought up the issue of getting a larger /more up to date copy of the zoning map and possibly getting a digital copy.

VII. **Adjourn** *Motion to adjourn at 8:10 pm by unanimous consent.*

Respectfully submitted,



Barbara Blair

Elma Planning Board Secretary

