

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

MINUTES OF REGULAR MEETING ~ March 21, 2023

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, March 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 Robert Waver
Alternate Thomas Reid*

TOWN REPRESENTATIVES:

*Raymond Balcerzak - Asst Building Inspector
Phyllis Todoro - Town Attorney*

ABSENT:

*Chairman Michael Cirocco
Member Charles Putzbach
James Wzykiewicz – Town Engineer*

I. Approval of Regular Meeting Minutes from February 21, 2023

*Michael Cleary motioned to approve the Minutes of the EPB Regular Meeting held on February 21, 2023
James Millard 2nd the motion. Motion approved.*

II. Site Plan Review for 150,000 Sq. Ft facility @ 7021 Seneca St for MOOG Aircraft Group
Applicant: Matthew Edwards

Applicant submitted final plans for project approval, no real changes from previously submitted plans but more details provided.

EPB reviewed the checklist:

Documentation: Elma Town Board reviewed the long form SEQR

Site & Building Details: Have a stamped survey and all required plans.

Lighting: Details are on plans, have wall packs and lighting in parking area. Due to the distance from the road the lighting will not be seen from other properties.

Parking: On plans, no new curb cut

Drainage: Provided a letter from the Army Corps of Engineer regarding the wetland delineation,
The town engineer reviewed all plans.

Landscaping: On plans

Water Service & Septic System: Building will be using MOOG's on site wastewater treatment plant. The applicant has discussed the project with the Elma Water Department. Fire hydrants shown on the plans

Fire Department: Letter from Spring Brook Fire District was provided.

**II. Site Plan Review for 150,000 Sq. Ft facility @ 7021 Seneca St for MOOG Aircraft Group
Applicant: Matthew Edwards (Continued)**

Mr. Reid asked about how many new jobs will be created with the project. There will not be any new jobs with phase one but MOOG projects about 100 new jobs will be created with phase 2.

Mr. Merkle asked about other buildings that MOOG owns off the main campus. Mr. Bradley said that many off-site buildings are used for storage, and they are trying to consolidate these buildings.

A motion was made by Thomas Reid and Seconded by Robert Waver to give Preliminary Site Plan Approval Yes-6 No-0 Motion Carried

A motion was made by Thomas Reid and Seconded by David Baker to give Final Site Plan Approval. Yes-6 No-0 0 Motion Carried

**III. Site Plan Review for a 10,000 Sq Ft addition to existing plaza @ 2317-2351 Bowen Rd
for The Elma Plaza Applicant Martin DiPietro**

Tim Arlington from Apex Consulting spoke about the proposed plan for an addition to the south end of the current Elma Plaza. The project has received approval for several zoning variances needed since the property is in the Elma Village Overlay District. The Elma Town Board has approved the business use permit for the tenant that will be using 4000 sq ft of the addition. The owner is still working on obtaining a tenant for the two 3000 sq ft spaces that will be created. There are currently 150 parking spaces. The new plan shows 170 spaces. New landscaping includes some pear trees to be planned along Bowen Rd to match the existing landscaping. There will be some wall pack lighting on the building and two new lights in the parking area. They will be down lite, LED lights. Information about this lighting was provided. Mr. Arlington said he had discussed the drainage with the Town Engineer. Mr. Balcerczak confirmed that the engineer did not have any issues with the project. There will be new water service from the Elma Water Department. There will also be a new sand filter for wastewater. They have received health department approval and are awaiting receipt of the SPDES permit. The front of the building will be brick with reverse gables to match the existing buildings. A variance was approved for the business signage. This tenant will have a 25 ft sign, leaving room for two additional signs. Mr. Millard asked how the number of parking spaces was determined. Mr. Arlington stated it was just based on how many would fit in the plan and leave room for access to get around the building. Mr. Millard asked why a new driveway was not added to the south end rather than keeping the current drive. Mr. Arlington said it was because there was a concern about the new drive being too close to the drainage ditch at the edge of the property. There was much discussion about delivery trucks and/or fire trucks having access to the back of the building and if there was room if cars were parked in some of the new parking spaces. Mr. Arlington and the EPB agreed to remove parking spots 6-11 on the plan. When the new tenants apply and/or parking becomes an issue the applicant will return to review the parking and possibly add spaces at the back of the building.

III. Site Plan Review for a 10,000 Sq Ft addition to existing plaza @ 2317-2351 Bowen Rd for The Elma Plaza Applicant Martin DiPietro (Continued)

EPB reviewed the checklist:

Documentation: Has received several zoning board variances and BUP

Site & Building Details: Survey and project details provided.

Lighting: Details of lighting provided

Parking: Discussed parking and agreed to add more parking at the back if parking becomes an issue. No new curb cut.

Drainage: No wetland on this property. There are federal wetlands on the property immediately to the south. Received approval from the town engineer.

Signage: Received zoning approval for proposed signage

Landscaping: New landscaping on the plans. No fences or dumpsters

Water Service & Septic System: Waiting for letters from the Health Department for SPDES permit for sewage disposal permit.

Fire Department: Submitted paperwork are waiting for approval letter.

A motion was made by James Millard and Seconded by Michael Cleary to give Preliminary Site Plan Approval Yes-6 No-0 Motion Carried

The EPB reviewed the SEQR. James Millard made a motion to check box #2 on the SEQR, motion was seconded by Michael Cleary . Yes-6 No-0. 0 Motion Carried.

A motion was made by Gregory Merkle and Seconded by Robert Waver to give Final Site Plan Approval contingent on approval from the Fire Department and receipt of the SPDES permit. Yes-6 No-0 0 Motion Carried

IV. Other Business:

Member Gregory Merkle suggested the idea of the Planning Board having a meeting once or twice a year with the other governing board in town including the Elma Zoning Board and the Elma Town Board. The members agreed his would be a good idea.

V. Adjourn Motion to adjourn at 8:01pm by unanimous consent.

Respectfully submitted,



Barbara Blair

Elma Planning Board Secretary