

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

**MINUTES OF REGULAR MEETING ~ December 15, 2020**

*The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, December 15, 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 November 17, 2020**

*Motion to approve the Minutes of the EPB Regular Meeting held on November 17, 2020. Motion approved*

**II. Site Plan review for 60' x 116' pole barn @ 6050 Seneca St Applicant: Bo Tucker**

Mr. Bo Tucker presented a plan to build a 60' x 116' pole barn at 6050 Seneca St. The building has an office in the front and a warehouse in the back. It is a conforming lot at 100' x 300'. When asked by Chairman Cirocco if he had a tenant planned, Mr. Tucker said yes. Mr. Putzbach asked where on Seneca St the property is located. Mr. Tucker explained it is across the street from 84 Lumber. Chairman Cirocco asked about neighboring properties. Mr. Tucker stated that there will be a 50 feet access road between this property and the neighboring residence. This access road will be used to access the property in the back for further development. Mr. Cleary asked if there will be any trees left between the two properties. Mr. Tucker replied that there will be 50 feet left for a future driveway between the 2 properties.

Chairman Cirocco commented that it is a standard storage building with no use identified. He expressed that the EPB preferred to have an eyelet or something to dress up the front and that the color of the building materials to be used needs to be identified. Mr. Tucker agreed to pick several colors stating that the manufacturers may not have the colors stated available. There was much discussion about the location of the property in relation to the neighboring residence. The shared driveway with the currently vacant neighboring property was discussed as well as the required setbacks. Mr. Putzbach asked Mr. Tucker if he is planning to change the elevation. He replied just by adding a building pad. Mr. Tucker stated that he is on the agenda for the next town board meeting on 12-16-2020.

**II. Site Plan review for 60' x 116' pole barn @ 6050 Seneca St Applicant: Bo Tucker (Continued)**

EPB reviewed the checklist:

Zoned commercial

Site & Building Details –Does not have surrounding properties on survey, needs engineering blueprints, use unknown, need color scheme of building

Lighting – wall packs on building. Need more details on the final plans, need lumens of lighting

Parking- need to add more parking spots since use is unknown, need to define parking area. Need to show driveway and property setbacks on plan.

Drainage –need to provide details and discuss with town engineer

Signage – no signage on plan. No Dumpster on the plan

Landscaping – need to show location of neighboring house on plans, dress up the front and put on plans

Water Service & Septic System- need location of fire hydrant on plans

Fire Department- need letter from Spring Brook Fire District

**III. Other Business**

Chairman Cirocco motioned, and Michael Cleary seconded, to recommend that the Elma Town Board reappoint David Baker as an Elma Planning Board member. Motion approved.

Chairman Cirocco motioned, and Charles Putzbach seconded, to recommend that the Elma Town Board reappoint Tom Reid as an alternate on the Elma Planning Board. Motion approved.

**V. Adjourn Motion to adjourn at 7:40 pm by unanimous consent.**

*Respectfully submitted,*

*Barbara Blair*

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*Elma Planning Board Secretary*