

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

**MINUTES OF REGULAR MEETING ~ August 17, 2021**

*The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, August 17, 2021, at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.*

**PRESENT:**

*Member David Baker  
Member Gregory Merkle  
Member James Millard- acting chair  
Member Robert Waver  
Member Charles Putzbach  
Alternate Thomas Reid*

**TOWN REPRESENTATIVES:**

*Rosemary Bapst, Asst. Town Attorney  
James Wyzykiewicz, Town Engineer*

**ABSENT:**

*Chairman Michael Cirocco  
Member Michael Cleary  
Raymond Balcerzak, Asst Building Inspector*

**I. Approval of Regular Meeting Minutes from June 15, 2021**

*Mr. Reid motioned to approve the Minutes of the EPB Regular Meeting held on June 15, 2021. Mr. Waver 2<sup>nd</sup> the motion. Motion approved.*

**II. Site Plan Review for a 40' x 60' x 21' building @ 550 Pound Rd for Wilbert's U-Pull It of Buffalo Applicant: Todd Lewis**

Todd Lewis and Eric Wilbert spoke about their plan to renovate an existing building on the property to bring it up to their standards and install a state-of-the-art recycling equipment for dismantling vehicles. They described their overall plan for the site. It will be a U-Pull It, self-service operation for used auto parts. They purchase used and end of life vehicles which they process by draining all the fluids and then set them in the yard for customers to come and remove any parts needed. The vehicles left by the last owner will be processed and then either crushed or put in the yard along with any new inventory. Mr. Millard questioned the size of the new building versus the existing building. Mr. Lewis explained they are demolishing a part of the current building and building the new building on the existing footprint. The front part of the building will remain, and a portion of the back will be rebuilt with a taller roof. They need a taller building to accommodate the lifts and equipment used by their business. 40' in the front will remain and 60' of the back section will be rebuilt. There is no change to the site plan or traffic flow. There will be new steel, insulation and a new roof on the entire building. Mr. Lewis described the new lift system they will be installing to process the vehicles and drain all the fluids, so they meet DEC standards. Mr. Lewis indicated they may be looking to build an addition building in the future but redoing this building was all that is currently planned.

**II. Site Plan Review for a 40' x 60' x 21' building @ 550 Pound Rd for Wilbert's U-Pull It of Buffalo (continued) Applicant: Todd Lewis**

*EPB reviewed the checklist:*

*Zoning: Industrial*

*Documentation:* They applied for and received a preliminary business use permit

*Site & Building Details:* Provided, building will be Hawaiian Blue in color

*Lighting:* Need details of new lighting on building and any new lighting in the parking lot

*Parking:* Parking details provided

*Drainage:* No wetlands, approved by town engineer

*Signage:* Not on the plan- will need a separate building permit

*Landscaping:* No landscaping required. Need details about dumpster on plans

*Water Service & Septic System:* No fire hydrants on site. Using existing septic system. Need letter from Elma Water Department

*Fire Department:* Need a letter from the fire department

Mr. Lewis mentioned that they do plan to invite the local fire department and the DEC to tour the facility. Their business hours will be 7 days a week, 9am-5pm for the retail business and 5 days a week, 7am-3:30pm for auto processing.

*A motion was made by Thomas Reid and Seconded by David Baker to give preliminary site plan approval Yes-6 No-0 Motion Carried*

Applicant was advised to get any documents needed to the Elma Building Department to get on the agenda for next month's meeting.

**III. New Business**

Discussed a possible training class offered by the Army Corp of Engineers regarding wetland. A date will be set and those available may attend

**IV. Adjourn Motion to adjourn at 7:35pm by unanimous consent.**

*Respectfully submitted,*



*Barbara Blair*

*Elma Planning Board Secretary*