

TOWN of ELMA PLANNING BOARD

1600 Bowen Road Elma, NY 14059

Phone: 716-652-3260

MINUTES OF REGULAR MEETING - August 18, 2015

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday August 18, 2015 at 7:18 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

Chairman Thomas Reid
Member David Baker
Member Michael Cleary
Member James Millard
Member Robert Waver
Alternate Charles Putzbach

ABSENT:

Member Michael Cirocco
Member Gregory Merkle

TOWN REPRESENTATIVES:

Phyllis Todoro, Town Attorney
Dean Puleo, Deputy Town Attorney
Raymond Balcerzak, Asst. Bldg. Inspector - absent
James Wyzykiewicz, Town Engineer

I APPROVAL OF MINUTES - JULY 21, 2015

Motion made by Robert Waver and second by Michael Cleary to approve the Minutes of the EPB Regular Meeting held on July 21, 2015.

Ayes: 6. Nays: 0. Carried.

II ONE-LOT SUBDIVISION - 2257 Woodard Rd (Hartloff Property)

Jonathan Bierl, owner of Custom Builders of WNY, appeared before the EPB. He provided a letter from Nelson Hartloff, owner of the subject lot, granting him permission to speak on his behalf. Mr. Bierl stated that his intent is to purchase from Mr. Hartloff this parcel located west of Pearl Terrace, and to build on it contingent upon approval from the EPB for a one-lot subdivision. The definition of a one-lot subdivision is covered under Minor Subdivision Town of Elma Code 123-4. A including the procedure for Subdivision Plat approval. In the absence of Assistant Building Inspector Mr. Balcerzak, Town Engineer James Wyzykiewicz explained that the four-split rule had been used previously on Mr. Hartloff's property and this was now the next step if he wished to sell any more lots. Under Article IV 123-5. approval of such proposed subdivision is required before the sale of the land or permit for erection of any structure.

The EPB decided that the Application for Custom Builders of WNY fell under Section 123-6. Preapplication and Classification. A. Submission of Sketch Plan.

Mr. Bierl submitted a General Site Plan indicating the location of the proposed house, driveway and septic system. While no dimensions were shown, Mr. Bierl stated the lot was zoned Residential B (minimum lot size 125x250) and that this lot will be 135x300. The SEQR indicated the total acreage to be .75 AC. He said he was waiting for approval from the EPB since the cost of a land survey was about \$1,000. Also included was an Engineering Report from David Harty, PE, for a sewage disposal system (7/8/15) and a letter of approval from the EC Health Department (7/15/15). Town Engineer James Wyzykiewicz said that he would not require a drainage district since according to the EC Health Department report, it drains so well.

Chairman Reid then asked of the EPB if anyone had any concerns regarding this project. There were no comments.

Motion made by Chairman Reid and second by James Millard that under Section 123-6. B. (2) and 123-6 B. (3) the property at 2257 Woodard Road, currently owned by Gus Hartloff with the intent to sell to Custom Builders of WNY, qualifies as a minor subdivision and the sketch plan is approved. The following will be required prior to final approval:

- *Aerial map of the site.*
- *Official stamped field survey.*
- *Review & recommendation from the Highway Superintendent.*
- *Review & recommendation from the Water Superintendent.*

Ayes: 6. Nays: 0. Motion Carried.

III DISCUSSION - TOWN OF ELMA MASTER PLAN

A general discussion lead by Chairman Reid focused on the Town of Elma never having officially adopted a Master Plan; and that we "have not defined what Elma is or what we want it to be". He cited several areas in Town that could or would have benefitted if a Plan had been in place: Bullis & Girdle Roads, Seneca Street retail corridor, Elma Plaza, Maple Road. He reviewed the powers and duties of a Planning Board. He suggested that the EPB approach the Town regarding adopting a Master Plan. Attorney Todoro said that adoption of a Master Plan would involve the Town codes.

IV DOCUMENTS (for information only):

1. NYS PLANNING FEDERATION - *Newsletter Summer 2015*
2. Letters from Elma residents regarding Brookside Patio Homes

VI FYI

- Bldg Inspector's Report - July 2015
- ECB Minutes - Town Web Site
- ZBA Minutes - Town Web Site
- Town Board Minutes - Town Web Site
- MD-DGC Minutes - Town Web Site

VII ADJOURN

Motion unanimous to adjourn at 8:38 PM.

Respectfully submitted,

Diane Rohl,
EPB Secretary