

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

MINUTES OF REGULAR MEETING ~ March 20, 2018

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, March 20, 2018 at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

*Acting Chairman James Millard
Member Michael Cleary
Member Gregory Merkle
Member Robert Waver*

TOWN REPRESENTATIVES:

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

ABSENT:

*Chairman Michael Cirocco
Member David Baker
Member Charles Putzbach
Member Thomas Reid*

I. APPROVAL OF REGULAR MEETING MINUTES ~ February 27, 2018

Motion made by Michael Cleary and second by Gregory Merkle to approve the Minutes of the EPB Regular Meeting held on February 27, 2018. Motion Carried.

II. Site Plan Review for Construction of One Building (50' x 60') located at 6411 Seneca Street

Mark Subjeck owner of MS Properties and Contractor Todd Huber presented revised plans to build 1 50'x 60', 3000sq. ft. building located at 6411 Seneca St. The plan was revised from the original plan that included 2 buildings.

Mr. Huber presented documentation of an easement agreement with the adjacent property owners, (Zilliox) that will allow use of 15 feet of their property for a driveway. There will be no change in property lines.

Mr. Huber stated that the new plan is to have a 20-foot driveway with maneuverability for fire access. Chairman Millard asked for clarification on where the ingress and egress would be and the relation of the driveway to the property lines. Mr. Huber explained the driveway will use both property at 6411 and part of the easement.

Mr. Merkle asked what the distance is from the driveway to the existing houses. It is 12 feet from the neighbors (Zilliox) but unknown for the house on the property already.

II. Site Plan Review for Construction of One Building (50' x 60') located at 6411 Seneca Street (Cont.)

Mr. Merkle mentioned that there is now a concern about the distance from the houses because the business use permit allows for it to be retail use, meaning more cars going in and out.

Mr. Huber discussed elimination of the 2nd drive to the east side, which was previously contested due its close location to the lot line. This would change the 1 driveway that will be used to 20 feet. This would allow more room for the ingress/egress.

Mr. Merkle asked who owns the house shown on the plan as "existing house". This house is owned by the neighbors – Mr. & Mrs. Zilliox at 6391 Seneca St. Mr. Subjeck owns the duplex at 6411 Seneca St.

The EPB discussed that based on the approved business use permit that allows for retail use which would mean more traffic that the plans need to show a defined ingress/egress. They felt it would be better to use the easement and property on the west side and create 1 20-foot driveway and eliminate the driveway to the east side as this was too close to the house and property line for the increased amount of traffic.

Mr. Subjeck and Mr. Huber agreed.

Chairman Millard asked Phyllis Todoro, the town attorney, if there is any problem using the easement for an egress. She stated it would not be a problem.

Mr. Millard asked about the driveway on the East side. The present driveway will remain for use by the tenant of the duplex but it will not be extended to access the new building in the back.

Chairman Millard called to review the checklist.

The EPB will now review the checklist for Site Plan Review.

Approval for Preliminary Business Use Permit has been provided (12-20-2017~Town Board Meeting)

No variance is needed

Copy of SEQR provided

Zoning is C-1, code 144.71

Stamped Survey has been provided

Property details provided

Chairman Millard asked about the 2nd building shown on the plans on the adjacent property on the east side.

Mr. Huber said it is a cottage but is currently vacant.

Engineered blueprints provided.

Chairman Millard asked about details for the outside. Mr. Subjeck described the building. It will be 50' x 60', 3000 sq. ft., It will be 16.4 ft. high. It will be a metal building with a metal roof and a stack stone bottom. There will be 4 garage doors with windows in the front and each side will have a door and 3 windows. There will not be any windows or doors on the back side. It will coordinate with the existing duplex in front and will be brown colors.

Chairman Millard asked what it's orientation to the Street is. It will face Seneca St.

Chairman Millard asked about the cupola on top. There will not be a cupola as shown on the drawing.

Chairman Millard asked how far back from the street it will be. It is 300 feet from Seneca St.

Intended Use for building provided

Lighting- is shown on the plans. Mr. Huber provided additional information about the light packs that will be used. They will be down lite.

II. Site Plan Review for Construction of One Building (50' x 60') located at 6411 Seneca Street (Cont.)

Parking- currently there are 8 parking spaces shown on the plan, 6 regular and 2 handicapped. Chairman Millard read the code for "minor retail sales and or personal services establishments, including but not limited to beauty salons, barber shop etc.", Code 144.39 states that 1 parking space is needed for every 175 square feet of building. Therefore 17 parking spaces will be required and need to be shown on the plans. Mr. Huber asked if they could get approval based on what is submitted and if there was a need for additional parking he would come back and review. Chairman Millard said they would see what else was outstanding besides the parking requirements.

Chairman Millard asked Raymond Balcerzak, Asst. Building Inspector how to determine how many handicapped spaces are needed. He said the 2 would be enough.

Traffic patterns will change based on 2 lane drive way.

Chairman Millard asked if there were any new curb cuts. There is not, they are just expanding the existing on. Chairman Millard asked Raymond Balcerzak, Asst. Building Inspector, if they could just widen existing cuts. He said they do not need approval to do so.

Sidewalks- there are no sidewalks planned

Drainage: James Wyzykiewicz, Town Engineer, was asked about any issues. He said there are no issues but they will need to apply to the town to get a drainage district formed. This is not a requirement for approval but will need to be done.

Water Department: A letter from the water department is not required. The nearest fire hydrant is located on the adjacent property and is indicated on the plans.

Septic System- The current system is sufficient. A letter from the Erie County Health department was provided. Chairman Millard asked if the letter was based on the current plan. It is dated January 1, 2018 and based on the new plan.

Signage: There will not be any signage

Landscaping: There is no landscaping, only pavement. Mr. Merkle asked how far along the sides the pavement would be. It will only go to the doors. The land behind the building will be grass.

Mr. Merkle asked about the lighting planned. There will be 6 wall packs, 4 on the front and 1 on each side by the doors. They will be down lite.

Mr. Merkle asked if there would be a dumpster. There are no plans for a dumpster.

Mr. Merkle asked if the windows were good. They are.

Chairman Millard asked to review the building materials and colors.

Chairman Millard asked about the cottage on the adjacent property, with concerns about screening the building. The cottage has been vacant for a while.

Recommendation from the Fire Department- Mr. Huber said the fire department had reviewed the current plan, stating it would be easier to access with the on driveway. The fire department stated there was no need for an additional letter to be sent. Chairman Millard felt the fire company needs to review the plan with the new changes and submit a new letter of approval.

Need to Provide:

Change plans to show a 20-foot driveway on the west and elimination of the full driveway to the east.

Increase number of parking spaces on the plan to 17 spaces

Letter of approval from the fire company based on the new plan and dated 2018

II. Site Plan Review for Construction of One Building (50' x 60') located at 6411 Seneca Street (Cont.)

Mr. Subjeck asked how the 17 parking spaces were determined. It is based on the business use form and code stating 1 space for each 175 square feet of building.

Chairman Millard motioned to table the proposal based on the above changes that need to be made. The motion was seconded by Mr. Waver. Yes-4 No-0. Motion carried.

III. Final Site Plan Review for New Build Pre-Engineered Building for Moog located at 5990 Seneca Street

Bo Tucker presented the changes he had made to his proposed plan to build a 60' x 174' pre-engineered building located at 5990 Seneca St.

The EPB reviewed the checklist for Site Plan Review that was started at the February 27, 2018 EPB meeting

Parking- The plan now shows 15 spaces. Chairman Millard asked how many will be handicapped spaces- There will be 1 handicapped space. Chairman Millard asked what the size of the spaces would be. Raymond Balcerzak, Asst. Building Inspector stated they would be 9'x20' which meets the code.

Blueprints- Mr. Tucker provided new plans showing the office layout. He also provided plans for the overall property showing potential lots and building to be added in the future.

Landscaping – Mr. Tucker provided a written guarantee for the landscaping

Drainage- James Wzykiewicz, Town Engineer stated there was no issues with the drainage and that there will be on site retention. He did state that Mr. Tucker will have to apply for an extension of the current drainage district to cover this lot.

Special Use Permit- Has been applied for, needs to come from the town.

Letter of approval from Erie County Highway provided

Mr. Tucker provided photos to show the terra cotta material that will be used in the front of the building and the color of the steel material for the back.

Chairman Millard asked if the details of the materials were on the plans. It was noted that on the colored copy of the plans that the front office will be “Boston Terra Cotta Rain screen” with split face masonry on the bottom. The back of the building will be 2 tones of gray steel.

Chairman Millard asked Raymond Balcerzak, Asst. Building Inspector, if there were any more questions for Mr. Tucker. He stated that all questions and concerns from the previous EPB meeting had been covered.

The EPB reviewed the SEQR. The EPB checked box #2 on the SEQR. Chairman Millard made a motion to approve the SEQR and seconded by Michael Cleary. Yes- 4 No- 0. Motion Carried.

Chairman James Millard entertained a motion to give Final Site Plan approval contingent on receiving the special use permit and extending the existing drainage district. Motion made by Chairman Millard and seconded by Michael Cleary. Yes – 4 No – 0. Motion Carried.

IV. Preliminary site plan review for addition to MOOG Federal Credit Union, 7181 Seneca Street

Don Aubrecht, Ivan Garcia, and Patrick Stewart from -Fontanese, Folts, Aubrecht, Ernst Architects, P. C. and Tim Shevlin – builder

Mr. Aubrecht explained that he was filling in for Frank DuMond from MOOG Credit Union who was unable to attend do to a family emergency.

Mr. Aubrecht explained that due to an increase in business there was a need to increase office space and add additional drive thru tellers. They are also taking this opportunity to update the appearance of the building that was built in 1988.

Mr. Garcia explained what is planned with the project. They will be 3 additional drive thru teller cues on the east side of the building which is in the rear of the property. There will be 2 “manned” tellers and a drive thru ATM. Additional office space will be added in the front of the building. They will be updating the outside of the entire building. The existing teller and paved area on the S side of the building will be removed. A swale will be added on this side to help improve surface drainage and a retention pond will be added.

Chairman Millard asked if there are currently any drainage problem on the property. Mr. Garcia said yes there was problems on the south side which is the area where they will be fixed. All existing swales and the existing retention pond will remain.

Mr. Garcia explained how the plan includes adding more green space to the property.

Parking spaces will be reduced from 73 spaces to 53 spaces which include 3 handicapped spots.

Mr. Merkle asked for clarification that they are reducing the number of parking spots. Mr. Garcia confirmed they are and adding green space. There will be landscaping along the side, front and rear of the building.

Mr. Garcia explained changes to the entrance vestibule. It will face the parking on the NE side of the property. The plan is to create a new image and have it look like a new building.

Chairman Millard asked if they are keeping the 2 in and out driveways. Mr. Garcia said yes, they are keeping the 2 driveways, each with 2 lanes and they will be merged near the parking lot.

Mr. Merkle asked if there will be more bathrooms in the building. Mr. Garcia said yes and they will be updated to current code.

Mr. Merkle asked about updating to the lighting. Mr. Garcia said there would be new lighting fixtures.

Mr. Merkle asked about the location of the new additions and if they were close to any existing building. The drive-thru will be on the east side of the property. The land that they will be closest to is part of the MOOG campus.

IV. Preliminary site plan review for addition to MOOG Federal Credit Union, 7181 Seneca Street (Cont.)

The EPB will now review the checklist for Site Plan Review.

Business use permit- Raymond Balcerzak, Asst. Building Inspector stated that they will have to apply for an amendment to their building use permit based on the new square footage of the building.

No Zoning variances required

SEQR completed

A stamped survey will need to be provided

Property details provided. Mr. Waver asked what is located on the adjacent property. It is currently a residence with a garage but the property is zoned C-1. They will be adding a 6-foot-high wooden fence along the swale.

Blueprints provided. Chairman Millard asked about the structure on the top of the building. Mr. Garcia explained that it is an existing light scoop to provide light in the lobby. It will be up- dated by replacing the glass. Chairman Millard asked about the building materials. Mr. Garcia showed a colored blueprint of the new exterior. It will be an aluminum panel with an aluminum and glass panel that is tinted blue. It will match the other new building on the MOOG campus. Mr. Cleary questioned the intenseness of the blue color. Mr. Garcia explained it will not be as blue as in the drawing. Mr. Garcia explained that the materials the drawing is based on are no longer made and it will not be as blue as in the drawing.

Chairman Millard asked about the increased number of customers using the bank. Mr. Aubrecht explained that there is a good balance between people using the bank and doing their banking on line. Mr. Garcia stated that there is a walkway that connects the property to the MOOG campus and people do walk to the building.

Mr. Waver asked about the septic system. Mr. Aubrecht explained that it has a sand filter and it was replaced about 3 years ago. Chairman Millard asked Raymond Balcerzak, Asst. Building Inspector if this met the code. He stated they will need to get a letter from the Erie County Health Department.

Lighting- Mr. Garcia described the planned lighting. There will be down lite lighting both in the drive-thru area and along the building. There are also perimeter poles. Chairman Millard asked that details for the lighting be added to the plan.

Parking-Chairman Millard asked if they had looked at the code for parking requirements. Mr. Garcia said yes, that the requirements for a bank were to have 1 space for every 350-sq. ft. of building. The building will be 11300 sq. ft. so 33 spaces were required. There is a total of 53 spaces on the plan. It was pointed out that the plans show the spaces as being 9 x18, they will have to be changed to 9 x20 to meet code.

Traffic- Will be redesigned

Sidewalks are on the plan

Egress and ingress have been identified

Highway Department- They are using existing curb cuts

IV. Preliminary site plan review for addition to MOOG Federal Credit Union, 7181 Seneca Street (Cont.)

Drainage- There are no wetlands. James Wyzykiewicz, Town Engineer, explained that they are actually improving the drainage and adding a retaining pond. Chairman Millard asked James Wyzykiewicz, Town Engineer, if a drainage district needed to be formed. He said yes, if there is not a current drainage distance they must apply to form one.

Signage- They will be using existing signage. Only adding some directional signs by the drive thru area.

Landscaping- Chairman Millard asked for there to be more detail about the landscaping on the plan. Chairman Millard asked what kind of fence will be put up. It will be either stockade or vinyl privacy fencing.

Dumpster- Detailed plans for the dumpster need to be added to the plan

Fire Hydrants- no new fire hydrants, no letter from the water department is required.

Health Department- a letter from them will be needed

Fire Department- a letter from them will be needed.

Mr. Waver asked what the hours of operation for the bank will be. Mr. Shevlin said they are open 7am-5pm, Monday- Friday.

Mr. Waver asked about the hours the lighting will be on. Mr. Shevlin said it is already on 24 hours/day.

Mr. Merkle asked if there will be an ATM that can be accessed after hours. One of the drive thru bays will be a

24-hour access ATM. There will also be an ATM inside the entrance for use during business hours.

Chairman Millard motioned to table the proposal until the next meeting. The motion was seconded by Mr. Merkle. Yes-4 No-0. Motion carried.

V. Site Plan Review for addition to Steuben Foods, 920 sq. ft. secured storage area to 1150 Maple Rd

Marshall E. Morehouse from Scheid Architectural described the plan to build a 920 sq., ft. secured storage addition to the existing office building at Steuben Foods at 1150 Maple Rd. The addition will be on the north side of the office space.

Mr. Merkle asked him to show the orientation of the building to Maple Rd and Jamison Rd.

The building will match the existing brick facade of the current building. It will have a fire sprinkler system.

The landscaping will be extended to match the existing landscaping.

2 trees will be cut down to make room but 2 new trees will be planted.

Mr. Merkle asked what kind of trees there are. The 2 being cut are Maple trees and will be replaced with Maple trees.

Chairman Millard asked what the size of the addition is. It is 30'x 36'.

Chairman Millard asked if there would be any change in traffic flow- there will not be.

Chairman Millard asked if there will be any additional lighting. Mr. Morehouse explained there is already minimal lighting and will not be any more.

Chairman Millard asked Raymond Balcerzak, Asst. Building Inspector if this addition would require a door. He said no.

V. Site Plan Review for addition to Steuben Foods, 920 sq. ft. secured storage area to 1150 Maple Rd (Cont.)

Comments from the Public:

Mrs. Betker of 730 Jamison Rd questioned if there would be an increase in truck traffic. She said there is already a lot of noise and beeping at night. Mr. Morehouse explained that their addition will only be used for secured storage of documents and valuable. There will not be any increase in employees or truck traffic. There is no change in use to the facility. Chairman Millard asked Mr. Morehouse if he could let Steuben Foods know of their concerns.

Chairman Millard asked Raymond Balcerzak, Asst. Building Inspector if there were any other concerns. He had none.

The EPB reviewed the SEQR. The EPB checked box #2 on the SEQR. Gregory Merkle made a motion to approve the SEQR and seconded by Michael Cleary. Yes- 4 No- 0. Motion Carried.

Chairman James Millard entertained a motion to give Final Site Plan approval. Motion made by Robert Waver and seconded by Gregory Merkle. Yes – 4 No – 0. Motion Carried.

VI. Other Business

Chairman Millard extended condolences from the EPB to Mr. Waver on the loss of his Dad and Mr. Baker on the loss of his Mom.

VII. Adjourn

Motion to adjourn at 9:03 pm by unanimous consent.

Respectfully Submitted,

*Barbara Blair
Elma Planning Board Secretary*