

TOWN OF NEWSTEAD - PLANNING BOARD MINUTES
Newstead Town Hall
July 16, 2018

MEMBERS Tom Cowan, Chairman
PRESENT: Terry Janicz
John Olaf
Andy Kelkenberg
Don Hoefler
Erik Polkowski
John Potera
OTHER: Christine Falkowski, Recording Clerk

Work Session

Minutes from June 25, 2018 meeting: Terry made a motion to approve the minutes as amended, seconded by John Olaf:

Tom Cowan
John Olaf
Andy Kelkenberg
Terry Janicz

Amendment of Chapter 450-39 "Storage of Equipment and Materials" - The proposed changes in the form of a memo to the Town Board were reviewed, and will be distributed tomorrow.

Christine distributed the following:

- An email from Jennifer Delaney of Erie County Health Dept. stating she has not run across granny pods yet in Erie County, but that two structures on one lot could be connected to the same septic system provided the system has sufficient capacity. Also, granny pods need to be treated just like any other residential structure regarding sewage.
- Comprehensive Master Plan public hearing minutes from July 11, 2018 with a Home & Community Livability Checklist from AARP.
- Two notifications from Erie County Planning for training opportunities.

John Potera entered the meeting.

Preapplication Conference - Clarence Secure Storage expansion – 11234 Main – Jim Bola

Jim Bola appeared and brought with him site plan drawings dated March 20, 2018. Jim explained that there are three phases of the project as follows:

Phase I – three buildings to the east - completed

225' x 15'

200' x 20'

200' x 303

Existing auto showroom converted to climate-controlled storage and office space

Rear mechanic tenant departed

Phase II – three buildings to the north (original plan was four buildings) – seeking approval

175' x 30'

165' x 30'

160' x 30' climate-controlled

Phase III – four buildings to the east - future

310' x 15'

225' x 30'

105' x 25'

200 x 15'

Preapplication Conference - Clarence Secure Storage expansion – 11234 Main – Jim Bola (continued)

A separate drawing is labelled “Temporary RV Parking”. RV parking was not a part of the original plan. RV’s are currently parked to the north where Phase II will be built. Therefore, the RV’s will be moved to the phase III location with 17 parking spots depicted. There is a natural tree line buffer to the easterly neighbor. When Phase III is built out, the RV’s will disappear. “RV Parking” is advertised on a sign. There is a fill pile currently to the north that will be moving to Phase III location.

Mr. Bola expressed that he feels our building permit fee of 55 cents per square foot for commercial construction should not apply to storage units because they are just sheds. He stated that the building permit fee is supposed to be revenue neutral.

After Mr. Bola left the meeting, the Board discussed whether Phase II warrants another site plan review and approval.

- Don - Phase II is OK, but Phase III is doubtful due to fill, landscaping, 5’ side setback, fencing
- Erik - suggested a memo to Mr. Bola that Phase II is OK, but we are not addressing Phase III concept now. There should be a sign permit application for the “RV Parking”.
- John Olaf - RV parking was never discussed or addressed before. We should quantify the number of parking spots.
- John Potera - U-Haul parking spots should be called out on the site plan.
- Terry - OK
- Andy - OK
- Tom - OK

It was agreed that Phase II is exempt from site plan review and approval. Mr. Bola will need a building permit only. A letter to Mr. Bola will be drafted and reviewed by the Board at the August 6th meeting before sending.

Pending

- **J&R Specialties (Fancher) expansion:** Christine reported that a complete site plan application was today received and submitted to Wendel for review and recommendation.
- **11520 Main – KJP 11520 Main St, LLC - change in use/occupancy:** Tom suggested that Dave Miller make an appointment with Mrs. Pinto to discuss this requirement.
- **13123 Main - Willert/Schultz – change in grading:** no action.
- **Rezone RA to PUD - 12287 Clarence Center Road:** Ron Long stopped in on Friday to report that the requirement for Joe Frey’s operation to be gone from this site has been satisfied. Also needed is the sewer treatment plant called out on the sketch plan, which Mr. Long stated he will have done. From Town Code, Article VII Planned Unit Developments section 450-59 procedure for approval B. Preliminary site plan was reviewed. A preliminary site plan must be prepared as required under Article XII “Site Plan Review”, along with specific evidence and statements. John Olaf stated this should include a development portfolio, bank letter and professional references. It was suggested that perhaps we should gauge the Town Board’s interest before applicant moves forward. Tom offered to get with the Town Board on the Planning Board’s behalf ASAP.
- **PUD training:** Drew Reilly is offering to provide training on Wednesday, August 15th or a Tuesday evening in August or September. Tom stated he would like a Monday in September.

Berm on North Millgrove property at the Thruway owned by Brian Chinni – it is still there; does he need to do seeding?

There being no further business, John Potera made a motion to adjourn the meeting at 8:15PM, seconded by John Olaf and all approved.

Respectfully submitted;
Christine Falkowski, Recording Clerk