

Final Minutes – Board Approved

January 20, 2016

The regular meeting of the Wheatfield Planning and Zoning Board was called to order at the Wheatfield Town Hall at 7:00 p.m. by Chairman Walt Garrow.

Present: Richard Muscatello, Donald Proefrock, Melissa Germann, Michael Polek and Walt Garrow.

Also Present: A member of the public.

Moved by R. Muscatello, Seconded by M. Germann to approve the minutes of January 20, 2016 as presented. Motion unanimously carried.

Summary of Agenda:

Jacobs Ladder – 6292 Walmore Road – Site Plan Review. Chairman Garrow opened the meeting at 7:07 p.m. The applicant worked through the checklist addressing each item. The building is approximately 35,000 ft² with Jacobs Ladder utilizing approximately 20,000 ft². The applicant plans to rent the extra 15,000 ft² of space. The current number of employees is 15 and they are planning to increase to 30. Per the number of employees the applicant is required to have 20 parking spaces. The applicant is proposing 26 parking spaces. Future parking will be identified. The gas line easement needs to be shown on the Site Plans.

Niagara County Planning Board (NCPB) review is required. The applicant has sent the Site Plan to NCPB and is on the agenda for January 25, 2016. Engineering review has determined that the project is a Type II action under SEQR and does not require further environmental review. Engineering review has determined that a topographic survey and grading and drainage information is not required. Both engineering determinations were based on the limit of disturbance at the site, which is the installation of 12-parking spaces. Since the applicant has to come back to the Planning Board (PB), the PB requests that the applicant's design engineer provide a simple narrative discussing how drainage at the site currently works and discussing how they plan to grade and drain the new parking spaces.

Any changes or renting of the other part of the building will require a new Site Plan review process. Currently the Site Plan labels the southern building addition and detention pond as "proposed". These labels should be revised to "existing" as both features currently exist. The site plan currently shows no new fire service connection. If a new service ends up being required, the new service must be reviewed and approved by both the Town Engineer and the Town Water/Sewer Department prior to issuance of a building permit. The PB requested landscaping work to improve the appearance of the building. The applicant stated that they plan to do that. The applicant also stated that they plan to modify and use the existing sign on the building.

Construction is anticipated to begin in February and end at the end of March / beginning of April, 2016. The Site Plan needs to be sent to the Fire Advisory Board and Bergholz Fire Department.

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No action taken on the Site Plan pending resolution of the noted conditions.

Board Items

Special board meetings can be established based upon written need by the Planning Board in accordance with public announcement requirements. Motion made by R. Muscatello, Second by M. Germann to approve. Motion carried.

Board discussed having board members available to assist applicants during the application process. The topic was tabled.

Next meeting: February 3, 2016

Motion made by D. Profrock, Seconded by W. Garrow to adjourn the meeting at 8:22 p.m. Motion unanimously carried.

Respectfully Submitted,
Michael Polek, Secretary