

TOWN OF WHEATFIELD

COUNTY OF NIAGARA

Zoning Board of Appeals 2800 Church Road, North Tonawanda, NY 14120 Phone: (716) 694-1026 Fax: (716) 694-1800

www.wheatfield.ny.us

Minutes of Meeting September 24, 2018

Chairman Muscatello called the meeting to order at 7:00 pm.

Roll Call:			
Present:	Richard W. Muscatello (Chair)	Michael Schaffer (Vice Chair)	
	Matthew F. Klettke	Deborah Carr (Secretary/Non Member)	
	Arthur Kroening	Arthur Gerbec	
Reading & Approval of Previ	ious Meeting Minutes:		
Motion to approve amended	d minutes of August 27, 2018 (Kessler he	earing)	
Made by:	R. W. Muscatello	Seconded by: A. Kroening	
	☐ A. Gerbec - Abstain		
	□ A. Kroening – Yes		
	☐ M. Klettke – Yes		
	R. W. Muscatello – Yes		
Motion approved	☐ M. Schaffer –Yes		
Motion approved			
Motion to approve amended minutes of September 10, 2018: Kessler variance			
Made by:	R.W. Muscatello	Seconded by: A. Gerbec	
	□ A. Gerbec - Yes		
	□ A. Kroening – Yes		
	□ M. Klettke – Yes		
	☐ R. W. Muscatello – Yes		
	☐ M. Schaffer – Abstain		
Motion approved			
Communications: Distributed Continuing information on the Niagara County Planning & Zoning Training on Tuesday, October 30, 2018 at Niagara County Community College. All members signed up. Town Clerk will be notified who then will communicate with Niagara County. Action: Deb			

Reports of Committees: Members of the ZBA, R.W. Muscatello, M. Schaffer, M. Klettke and D. Carr (secretary) met on September 24, 2018 at 10:00 a.m., in the lower level conference room, for an informal but extensive discussion with the Building Inspector relative to Base Level Elevations and related topics.

Of significance:

- The Building Inspector receives and processes BFE variance requests, assists the applicant, after which documentation is submitted to the Town engineer for study and rendering of documented recommendation(s) for the ZBA consideration.
- Any additional requirement(s) of the ZBA requiring expertise beyond local capability will be contracted out
 at the petitioner's expense. The meeting will be postponed; the Town engineer will determine the cost of
 the research. The circumstances and cost will be shared with the petitioner. Upon receipt of the required
 data, the variance request will be reconvened.

Unfinished Business: (Carry over)

Members were advised to digest the contents of "The Use variance" portions of the NYS ZBA manual, inasmuch as we have been advised by NY State planning officials that Use variances should be controlled and minimized.

Action: Members

New Business:

Discussed the need to amend the application and cover page for a Flood Zone variance request. New application will be approved at the next ZBA meeting. Action: D. Carr

Hearing(s) Held/Interpretations

None

<u>Public Hearings:</u> Scheduled for October 22, 2018 – None – Submittal deadline is October 10, 2019

Miscellaneous:

Calendar for Board meetings for CY 2019 was presented. Motion by M. Schaffer and seconded by M. Klettke to approve submitted calendar		
	A. Gerbec - Yes A. Kroening – Abstain M. Klettke – Yes	
	R. W. Muscatello – Yes	
	M. Schaffer – Yes	
Motion Approved		

Next Meeting Schedule: October 22, 2018@ 7:00pm, sharp, Building Department Conference Room, Lower Level,

Town Hall.

A motion to adjourn: made by M. Schaffer, seconded by M. Klettke Ayes: Unanimous

Respectfully Submitted,

Deborah Carr

Secretary, Zoning Board of Appeals (edited for content by Chairman)

Distribution: ZBA Distribution Listing

Supervisor Don MacSwan Bridgette Grawe (Assessor) Randy Retzlaff Mike (Building Dept.) Matthew Klettke Gil Doucet **Curt Doktor** Walt Garrow (Planning Board) Larry Helwig Art Gerbec Art Kroening Don Wallace (MIS) Mike Schaffer Harrington-McDonell (Town Clerk) Fire Advisory Board Deborah Carr Richard W. Muscatello Record File