

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

MINUTES OF REGULAR MEETING ~May 19, 2026

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, May 19, 2026, at 7:03 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

*Member Michael Cleary
Member Gregory Merkle
Member James Millard
Member Charles Putzbach
Member Robert Waver*

TOWN REPRESENTATIVES PRESENT

*Phyllis Todoro - Town Attorney
James Wyzkiewicz – Town Engineer*

ABSENT:

*Chairman Michael Cirocco
Alternate James Lembke
Raymond Balcerzak - Asst Building Inspector*

I. Approval of Regular Meeting Minutes from April 19, 2026

Mr. Merkle motioned to approve the Minutes of the EPB Regular Meeting held on April 19, 2026. Mr. Cleary 2nd motion. Motion approved.

II. Site plan review for a 60' x 115' storage building for Cellino Plumbing @ 611 Bullis Rd
Applicant : Lucas Cellino

No applicant present

III. Site plan review for a 50' x 80' addition for Transit Auto Detail @ 2161 Transit Rd
Applicant Al Hassan

The applicant, Al Hassan, plans a used car sales, towing, auto repair, and collision service business at 2161 Transit Road. Two existing buildings will remain, and an old roofless garage on-site will be eliminated. A new 50' x 80' building will be added. Applicant is in the process of purchasing the property and provided an updated letter of intent to purchase. The high ceiling existing garage will be used to service tow trucks. The other building will include 2 bays for a repair shop, 2 for collision shop and 1 for storage. The exterior colors will likely be gray, beige, or black.

Under C-3: automotive service/public garage uses require Planning Board approval after public hearing (Code 144-86 A(8)(a)). Business Use Permit application submitted; public hearing expected at Town Board. No gasoline pumps proposed; no volatile materials storage; no propane; no marine/RV

The checklist:

Documentation: Has applied to the town for a "Special Use Permit."

Zoning: C-3 with automotive overlay, need to verify if entire parcel is C-3 or just the first 300 feet

III. Site plan review for a 50' x 80' addition for Transit Auto Detail @ 2161 Transit Rd
Applicant Al Hassan (Continued)

Site & Building Details: Applicant to submit updated site plan with revised dimensions and layout and removal of roofless garage.

Lighting: need lighting locations on the site plan and details of lighting specs

Parking: Two-way traffic through both existing curb cuts. Need details of parking on site plan including dimensions and layout

Drainage: Engineering drainage/elevations not yet prepared; need to show stormwater direction and management. SEQR indicates no wetlands; town to verify against updated map. Need approval from town engineer

Signage: Future building-mounted sign contemplated; no freestanding sign proposed for the addition at this time. Apply to Building Department for sign permit when ready.

Landscaping: Need dumpster location with required screening on plan; Need details of fence type/height/location (likely 8 ft solid metal for impound) and landscaping depiction. The applicant plans to leave some woods on both sides as a buffer.

Water Service & Septic System: Water service needed for new building; no new bathrooms in addition; existing septic remains for front building (three bathrooms). Need letter from Elma Water Department.

Fire Department: Fire department access to new building not yet reviewed. Nearest hydrants identified along Transit (corner at Seneca & Transit). Needs approval letter from fire department.

IV. Site plan review for an addition and pavilion to Crossroads Christian Church @ 1050
Girdle Rd Applicant Pat Kleitz

The applicant presented a revised site plan for the Crossroads Church expansion, which received preliminary approval on 2026-03-17. Key changes include reducing the size of the initial addition (narthex/entry area) and building only the multipurpose room for now. The new auditorium and lobby expansion are designated as future phases. A new pavilion (an open, pole-barn style structure) is also part of the current plan. The septic system design is being managed by Metzger Engineering, who will explore expanding the existing system as suggested by the county. Parking has been reconfigured, reducing new pavement. The property ownership is changing, with a parcel being separated and deeded to "Father's Heart," a nonprofit, to create one contiguous parcel. The plan has undergone significant changes, requiring a restart of the review process.

The checklist:

Site & Building Details: Need dimensions for the new buildings on the site plan

Lighting: Need detailed lighting plans for building exteriors and the sign. The applicant confirmed that new lighting will be limited to downlights under an entry canopy and on a sign.

Parking: Were changes to the parking from the original plan. No new traffic patterns or curb cuts.

Drainage: Need engineer report. Town engineer gave a verbal ok to the plan. Need a SWPPP

Signage: Will be a lite cross on the front of the building. Need lighting details

Landscaping: Need a definite location and screening/enclosure plan for the dumpster. The only landscaping will be grass.

IV. Site plan review for an addition and pavilion to Crossroads Christian Church @ 1050 Girdle Rd Applicant Pat Kleitz (Continued)

Water Service & Septic System: The septic system design is being managed by Metzger Engineering, who will explore expanding the existing system as suggested by the county. Need approval letters from Erie County Health Department and the Elma Water Department.

Fire Department: Need approval letter from the fire department. Need hydrant shown on plan.

The applicant expressed an urgent desire to begin construction on the new pavilion before the summer to replace an existing tent. The board explained that there was too much outstanding information to give final site plan approval of the comprehensive site plan.

They inquired if the pavilion could be approved and permitted separately from the larger project. The board explained that because the pavilion was submitted as part of the comprehensive site plan, it cannot be approved independently without a new, standalone application. A building permit cannot be issued without final site plan approval for the entire project.

Applicant was advised to submit all the items needed before the deadline and get on the agenda for the next meeting in June. The applicant acknowledged the list and will provide the missing information for the next meeting.

*Mr. Millard made a motion to give preliminary site plan approval; the motion was seconded by Mr. Waver.
Yes-6 No-0 Motion Carried*

V. Other Business

Mr. Bob Gross expressed frustration about not being on the agenda. He stated he followed the correct procedure by submitting paperwork to the building inspector and was put on the agenda, only to be removed by the chairman, Mike. He feels he is being discriminated against and was denied his right to be heard. The board responded that the chairman reviewed his submission, felt it contained no new information, and therefore he was not on the final agenda. The exchange became heated, with Mr. Gross mentioning legal action.

VI. Adjourn

Motion to adjourn at 8:17 PM by unanimous consent.

Respectfully submitted,



Barbara Blair

Elma Planning Board Secretary