

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

MINUTES OF REGULAR MEETING ~June 16, 2026

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, June 16, 2026, at 7:04 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

*Chairman Michael Cirocco
Member James Millard
Member Robert Waver
Alternate James Lembke*

ABSENT:

*Member Michael Cleary
Member Gregory Merkle
Member Charles Putzbach
Raymond Balcerzak - Asst Building Inspector*

TOWN REPRESENTATIVES

PRESENT

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

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

Mr. Millard motioned to approve the Minutes of the EPB Regular Meeting held on May 19, 2026. Mr. Lembke 2nd motion. Motion approved.

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

Mike Berger from Sutton Architecture, representing Cellino Plumbing, spoke about plans for a 6,900 sq. ft. pole barn at the rear of the lot behind existing building. Building will be used for material storage, loading/unloading trucks. The existing building will remain as an office. The adjacent house on same property will be removed, and a new parking area will be created. Revisions from prior submission included correcting address to 611 Bullis Road and removing property merger on plans, there were no substantial changes. The EPB reviewed the checklist: Setbacks appear compliant; lighting addressed; informational wetlands currently tied up in court—building department confirmed none on site; septic location shown (front of two-story building); landscaping added (front of building and around septic); no new water service; no dumpsters proposed.

The EPB reviewed the short form SEQR. Michael Cirocco made a motion to check box #2 on the SEQR; the motion was seconded by Robert Waver. Yes-4 No-0 Motion Carried

A motion was made by James Millard and Seconded by James Lembke to give final site plan approval contingent on approval from the fire department. Yes-4 No-0 Motion Carried

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. The entire lot is in C-3 with the automotive overlay. A Special Use Permit (SUP) has been applied for and is on Town Board agenda for 06-17-2026. The EPB reviewed the Checklist. Checklist updates: submitted updated site plan with revised dimensions and layout; garage removal shown; lighting locations/specs provided; parking dimensions/layout provided; stormwater direction/management shown; no wetlands identified (confirmed by building department); town engineer reviewed and approved drainage plan; signage to be building-mounted (no pole signs); sign location on front/main part of existing building; sign must meet code based on building size and requires permit; landscaping identified; nearest fire hydrants off-site; No water service needed for new building, no new bathrooms.

A motion was made by Michael Cirocco and Seconded by James Lembke to give preliminary site plan approval. Yes-4 No-0 Motion Carried

The EPB reviewed the short form SEQR. Michael Cirocco made a motion to check box #2 on the SEQR; the motion was seconded by Robert Waver. Yes-4 No-0 Motion Carried

A motion was made by James Millard and Seconded by James Lembke to give final site plan approval contingent on approval of Special Use Permit by the Elma Town Board. Yes-4 No-0 Motion Carried

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

Douglas Klotzbach from K2 Architecture presented a revised site plan for the Crossroads Church expansion. Key changes include reducing the size of the initial addition to only including a multi-purpose room and entry area. Building a new pavilion/open, pole-barn style structure for summer use was added to the plan. The original plan was presented and given preliminary approval at the May 2026 meeting. The EPB reviewed the check list for outstanding items.

The checklist:

Site & Building Details: added building dimensions to plans: Pavilion will screen lower east elevation; window visibility considered with reduced pavilion pitch.

Lighting: Added additional fixtures on the backside of the multi-purpose building; other lighting remains in place.

Parking: Expect increased traffic due to building size; existing traffic assistance is already in place, and site is sufficiently distant from signalized intersection.

Drainage: Engineering drainage drawings reviewed by Jim; no concerns. Drainage district: Prior minutes noted investigation into creation/extension; status discussed, believed to be fine; clarify existence as needed.

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

Signage: No changes to ground signage; permit application to proceed as needed.

Landscaping: Dumpster enclosure: Located in the southwest corner of the parking lot; screening addressed in plans.

Water Service & Septic System: Discussion with water department indicates adequate 6-inch water line; no final letter on file. Septic: System to be updated; county health approval pending.

Fire Department: Fire hydrant located in the lower southeast corner. Contact attempts have been ongoing for several months; approval pending still needs approval letter from the fire department.

SEQR Application updated to “build a 19,800 sq ft church addition and 520 sq ft pavilion”; applicant initialed SEQR changes

The EPB reviewed the short form SEQR. Michael Cirocco made a motion to check box #2 on the SEQR; the motion was seconded by Robert Waver. Yes-4 No-0 Motion Carried

*A motion was made by Robert Waver and Seconded by James Lembke to give final site plan approval contingent on approval from fire department and Erie County Health Department.
Yes-4 No-0 Motion Carried*

V. Site plan review to convert an existing 2-unit dwelling to a 4-unit dwelling @ 6177 Seneca St Applicant Todd Huber

Applicant not present; item not discussed or moved forward.

VI. Adjourn

Motion to adjourn at 7:43 PM by unanimous consent.

Respectfully submitted,



*Barbara Blair
Elma Planning Board Secretary*