

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

MINUTES OF REGULAR MEETING ~July 21, 2026

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, July 21, 2026, at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, New York.

PRESENT:

*Chairman Michael Cirocco
Member Michael Cleary
Member Charles Putzbach
Member Robert Waver
Alternate James Lembke*

TOWN REPRESENTATIVES
PRESENT

*Phyllis Todoro - Town Attorney
Raymond Balcerzak -Asst Building Inspector
James Wyzykiewicz – Town Engineer*

ABSENT:

*Member Gregory Merkle
Member James Millard*

I. Approval of Regular Meeting Minutes from June 16, 2026

Mr. Putzbach motioned to approve the Minutes of the EPB Regular Meeting held on June 16, 2026. Mr. Lembke 2nd motion. Motion approved.

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

Mr. Huber returned for final approval for a plan to convert a 2 unit dwelling into 4 units. He has received variances from the Elma Zoning Board for the setbacks for both a new garage and new side decks. Final approval from the Erie County Health Department is still pending.

A motion was made by Michael Cirocco and Seconded by Robert Waver to give preliminary site plan approval Yes-5 No-0 Motion Carried

The EPB reviewed the short form SEQR. James Lembke made a motion to check box #2 on the SEQR; the motion was seconded by Michael Cleary. Yes-5 No-0 Motion Carried

A motion was made by Michael Cirocco and Seconded by Michael Cleary to give final site plan approval contingent on approval from the Erie County Health Department. Yes-5 No-0 Motion Carried

Mr. Robert Gross asked the board when he would be allowed to speak. Chairman Cirocco told him he would not be allowed to speak. Chairman Cirocco told Mr. Gross he was out of order and asked him to leave the meeting. He refused to leave and was escorted from the meeting by a law enforcement officer. Chairman Cirocco cited that New York State Open meeting laws do not require the public be allowed to speak.

III. Site Plan Review/Recommendation for a partial rezone of 850 Bullis Rd for K & R Trucking to build a top-soil storage building Applicant Brad Day

Mr. Brad Day presented a plan to build an addition to an office and build a building for topsoil and salt. His proposal is for the property behind a current easement on the property to be rezoned. Chairman Cirocco proposed to maintain a section along Beech Rd as residential to provide a buffer of at least 100 feet.

Chairman Cirocco states that the Elma Planning Board is recommending the rezone to C-2 be approved and the applicant be considered for a special use permit in that zone. Yes-5 No-0

IV. Site Plan Review for a 24' x 96' green house @ 6581 Seneca St for Seneca Greenhouses Applicant Rick Flett

Rick Flett, owner of Seneca Greenhouse, presented a plan to build an additional 24' x 96' greenhouse. It will be identical to the existing greenhouses on the property. EPB reviewed the checklist.

A motion was made by Michael Cirocco and Seconded by Michael Cleary to give preliminary site plan approval Yes-4 No-0 Abstain-Waver Motion Carried

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

*A motion was made by Michael Cirocco and Seconded by Michael Cleary to give final site plan approval contingent on approval from the fire department . Yes-4 No-0 Abstain-Waver
Motion Carried*

V. Site Plan Review for fill and expansion of 2.44 acres of paved parking lot for The Cove @ 4071 Transit Rd Applicant John Schenne

John Schenne, engineer, Bryan Page owner of The Cove and Todd Huber introduced themselves. Todd Huber gave a history of the business at this location and stated the current need for additional parking. The property owner, Bryan Page, is looking to fill an adjacent lot and create 150 additional parking spaces. It is expected to require at least 35,000 cubic yards of fill. Mr. Page provided letters from the US Army Corp of Engineers, and the Department of Environmental Conservation showing property is not federal or state wetlands. They will be building a temporary construction of access road but do not have a permit

V. Site Plan Review for fill and expansion of 2.44 acres of paved parking lot for The Cove @ 4071 Transit Rd (Continued) Applicant John Schenne

for a new curb cut. Parking lot will have dark sky complaint lighting. A drainage district will need to be created. A letter from the local fire company is still needed. The EPB reviewed the checklist.

A motion was made by Michael Cirocco and Seconded by Robert Waver to give preliminary site plan approval Yes-5 No-0 Motion Carried

The EPB reviewed the short form SEQR. The answers to Part 1 13 A & B were changed, the answer and the answer to Part II #10 were changed. Changed and initialed by John Schenne Michael Cleary made a motion to check box #2 on the SEQR; the motion was seconded by James Lembke. Yes-5 No-0 Motion Carried

A motion was made by Michael Cirocco and Seconded by James Lembke to give final site plan approval contingent on approval from fire department and creation of a drainage district. Property owner verbally agreed to complete the 2 outstanding items within a reasonable amount of time. Yes-5 No-0 Motion Carried

VI. Adjourn

Motion to adjourn at 8:15 PM by unanimous consent.

*Minutes created from recording of meeting
Respectfully submitted,*



*Barbara Blair
Elma Planning Board Secretary*