

**MINUTES OF A MEETING AS HELD BY THE
TOWN OF AURORA PLANNING & CONSERVATION BOARD**

July 7th, 2021

Members Present: Donald Owens, Chairman
Douglas Crow

Alternate Member: Alice Brown
Richard Glover

Absent/ Excused: Norm Merriman
Laurie Kutina
David Librock
Jerry Thompson

Also Present: Elizabeth Cassidy, Code Enforcement Officer
Greg Keyser, GHD

Chairman Don Owens presided over the meeting which began at 7:12 p.m. at the Town Hall, 575 Oakwood Avenue, East Aurora, NY. He led the recitation of the Pledge of Allegiance to the Flag.

Don Owens opens the meeting with a moment of silence in remembrance of Planning Board member Timothy Bailey, who passed away.

Alternate members will be voting members tonight.

Doug Crow made a motion to accept the minutes of the May 12th, 2021 Special meeting. Seconded by Alice Brown.

Upon a vote being taken:

ayes – four

noes – none

Motion Carried.

Doug Crow made a motion to accept the minutes of the June 2nd, 2021 Special meeting. Seconded by Richard Glover.

Upon a vote being taken:

ayes – four

noes – none

Motion Carried.

PUBLIC COMMENTS: None

NEW BUSINESS:

Site Plan for review and recommendation for the Rural Outreach Center at 730 Olean Rd. as presented by representatives from the Rural Outreach Center and Fontanese Folts Aubrecht Ernst Architects

Mike Sawicki, Board Member for the Rural Outreach Center, begins by discussing the Rural Outreach Center. The project has evolved over the last several months and hopes to be a significant improvement from what currently exists on the property. The property was recently rezoned (to R-3) and now they have submitted the Site Plan for approval.

Don Owens asks that Greg Keyser start by discussing his comments.

Ray Murphy (Fontanese Folts Aubrecht Ernst Architects) takes a moment to introduce who is present, including himself, William Heidt (FFAE), Jason Utzig (CNS Engineers), Frank Cerny (ROC)

Ray Murphy states that they received the comments from GHD and met with Mr. Utzig to discuss the comments.

Greg Keyser states that he puts the letters together so that the applicant can understand what is being looked at and also for the Town Board to use to know what questions to ask and what details to look at, etc. He also discusses other agencies that will review the drawings including Erie County, Department of Transportation, etc.

Mr. Utzig states that drawings have been submitted to Erie County Water for backflow review, EC Health Department for septic system approval. Erie County Department of Environmental Planning will get copies from the Town, correct?

Greg and Doug responds that yes, the Town will make that referral.

Mr. Utzig also states that they have applied to the Department of Transportation, the engineering report and storm water discharge information.

Greg Keyser further discusses/explains each of his comments. All comments are meant to draw attention to the board members for their thoughts. The Planning Board and ROC should think about the lighting plan, buffering, etc.

Discussion by board members regarding other projects on Olean Rd. down the street and what details were looked at for those.

Mr. Heidt discusses the rezoning and that it was apparent that the use of this property is obviously very different than most uses in the neighborhood. There has been a long debate as to what the Town would like to see in that corridor.

Greg Keyser encourages the Planning Board to look at those aspects (buffering, lighting, etc) along with the site plan and have discussion on whether or not what is proposed is sufficient.

Mr. Utzig asks about updating the short environmental assessment form and if they need to list all of the agencies (space)

Greg Keyser states that yes it should be on record in case there are any questions in the future.

Don Owens asks about the lighting.

Mr. Utzig states that the lighting is dark sky friendly, no spillage onto neighboring properties.

Doug Crow inquires if the lighting is primarily for the parking lot, signage and building access?

Mr. Heidt discusses the lighting layout. Lighting along the driveway, in the parking lot and a few lights around the building for security, especially set back from the road.

Doug Crow brings up the usage of the primary building versus the accessory building to the North that there is no lighting around. What are the plans?

Mr. Murphy discusses. The primary building will be used for counseling, learning, conferences. The uses were all developed with the Town Board in regards to the new zoning district. The accessory building is meant for storage. The existing Kiwanis addition to the existing trailer will be relocated to the new storage building. Storage, room for appliance repair education.

Doug Crow asks if they will have lighting around that building (not currently shown)?

Mr. Murphy answers that FFAE is not contracted to design that building but wanted to show it on the site plan for location. There are separate funding avenues so the building projects are separate but they can add more detail to the site plan if it's desired. We want to make sure all intentions are noted on the Site Plan. The need for the accessory building came faster than planned.

Mr. Cerny states that the funding they received for the accessory building will be used and they decided to move forward with the accessory building now rather than later in the future.

Richard Glover states that the details for that building from a permit standpoint will be needed and possibly to the Town Board as well.

Mr. Sawicki states that the Town Board knows they want to have the accessory building. He also brings up the Special Use Permit.

Doug Crow discusses the accessory building. Per Liz Cassidy's memo, they will need a zoning variance for the signs and the accessory building. The mean height and door height of the accessory building will require a variance. In addition, a Special Use Permit is required for a non-profit for the uses in an R-3.

Mr. Heidt reiterates that the building permit will be separate for the accessory building but the need is there for it. Even though FFAE wasn't designing the building, it was always planned in the Site Plan to be able to accommodate the footprint.

Mr. Cerny discusses the original ROC purpose was household goods redistribution, where furniture, appliances were collected and redistributed. Currently the existing two sheds on the property is where those items are held. Those sheds will go away and that function will move to the accessory building. The primary function is to facilitate the redistribution but to also facilitate workforce development in the rural areas of Southern WNY. The building will be used for that function to further careers, develop skills.

Richard Glover asks about detailed plans of the accessory building.

Mr. Heidt states that everyone should have a plan of the accessory building, following up on Greg's comments and initial Site Plan submittal.

Mr. Murphy and Mr. Height state that the footprint doesn't currently match and the civil drawings will get update to reflect the addition to the accessory building.

Dr. Crow confirms utility connection to the accessory building?

Mr. Heidt confirms.

Don Owens asks about water pressure up the slope?

Mr. Utzig confirms that they have completed the design and head loss calculations.

Mr. Heidt points out utility run on large Site Plans.

Doug Crow asks about State Historic Preservation Office (SHPO).

Mr. Murphy answers that they have been in contact/requested a consult through SHPO and they recommended a Phase 1 archeological study. The ROC has contracted with an archeologist to conduct the study and that is currently underway.

Discussion regarding archeologically sensitive area along Olean Rd.

Richard Glover brings up Greg's comment regarding construction staging area and why it was chosen for location?

Mr. Utzig states that they can update the plans to be closer to the road and call out a temporary culvert for the swale.

Mr. Murphy discusses the reason for the location. The existing trailers will remain through construction so the ROC can remain open for operation. Using that space for a construction trailer cannot happen.

Greg Keyser asks about snow storage.

Mr. Utzig said they can make revision to show snow storage on the plan, not by the bio-retention area.

Greg Keyser reiterates that the bio-retention area and storm water plans should be avoided for snow storage.

Mr. Utzig also states that they will make revisions for the soil pile to add a silt sock around the base of the mound and add check dams on the swales, etc.

Greg Keyser asks about the North part of the property.

Mr. Utzig answers that they can add a swale on that side of the property as well.

Greg Keyser reiterates to not impact the property to the North.

Greg Keyser states that GHD is reviewing the SWPPP on behalf of the Town so any changes will need to be reflected on the SWPPP as well. Comments are relatively minor, it's a well-designed Site Plan.

Doug Crow agrees with Greg's comments.

Douglas Crow moved to recommend the Town Board approve the Site Plan Application for the Rural Outreach Center at 730 Olean Rd., subject to revisions based on GHD's comments, as presented by The Rural Outreach Center and Fontanese Folts Aubrecht Ernst Architects. Seconded by Richard Glover.

Upon a vote being taken:

ayes – four noes – none Motion Carried.

Further discussion on the next steps and process for Site Plan Approval.

Discussion regarding the Special Use Permit process.

Liz Cassidy states that the Special Use Permit has not been formally referred to the Planning Board at this time. It was there (in the packet) for your information and for you to discuss if you felt it necessary. The Town Board will refer it formally because they (ROC and Town Board) are still ironing out specific uses to be included. The Site Plan is the bigger issue at the moment because the ROC wants to begin construction. The Special Use Permit can come at a later time.

Further discussion and clarification on the next steps and processes.

Doug Crow feels it's best to make a recommendation regarding the Special Use Permit application as well to hopefully avoid delays.

Douglas Crow moved to recommend the Town Board approve the Special Use Permit application as currently designed. Seconded by Richard Glover.

Upon a vote being taken:

ayes – four noes – none Motion Carried.

OLD BUSINESS: None

CORRESPONDENCE: None

Discussion by Board Members regarding upcoming ODA Moratorium.

A motion was made by Alice Brown and seconded by Doug Crow to adjourn at 8:21 pm.

THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY AUGUST 4th, 2021 AT 7:00 P.M. AT THE TOWN HALL, 575 OAKWOOD AVENUE, EAST AURORA, NEW YORK