

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

July 16, 2024

*The digital recording of this meeting is incomplete. These minutes are based on written notes.*

Members Present: Doug Crow, Chairman  
Laurie Kutina  
Timothy Stroth  
Jeanne Beiter  
Angela Griffis

Alternate Member: Chelsea Root

Absent/ Excused: Chris Contento  
Norm Merriman

Also Present: Anthony Pandolfe, PE  
William Panzica  
Jim Granville, Town Board member  
Rich Miga, Code Enforcement Officer  
3 members of the public

Chairman, Doug Crow presided over the meeting which began at 7:03 p.m. at the Town Hall, 575 Oakwood Avenue, East Aurora, NY. He led the recitation of the Pledge of Allegiance to the Flag.

**Jeanne Beiter made a motion to accept the minutes of the June 5<sup>th</sup>, 2024, meeting. Seconded by Tim Stoth. Motion carried.**

ADMISTRATIVE BUSINESS:

- a. Chairman, Doug Crow acknowledges Chelsea Root is a voting member
- b. Chairman, Doug, addresses the topic of a quarterly, informal meeting, from municipalities from around the county, discussing various topics of interest.

Tim Stoth states he has done some research regarding these meetings. Some of those currently involved are from the Village and Town of Orchard Park, Dan Castle of Erie County, Department of Environment and Planning, and Randy West. Tim states he is hoping to attend next Monday's meeting and report back to our Planning Board. He will also email all our members' information, as well.

Chairman, Doug Crow brings up the possibility of having one of our members attend the meetings on a regular basis. Decisions can be made at a later date, following additional information obtained.

NEW BUSINESS:

- a. **The Building Department accepted a Site Plan application for review and recommendation to the Town Board, for 1843 and 1863 Davis Road, (SBL # 199.03-1-6, 1, 199.03-6.2, 199.03-6.3, 199.03-1-7), owned by Mr. Panzica, for parking lot improvements and partial building demolition.**

Anthony Pandolfe, PE states by explaining the benefits of replacing the stone parking lot with a paved, and striped lot. It is to include two curb cuts which will enhance traffic safety. Also, to include proper catch basins and stormwater outlets.

William Panzica states he has received funding from Erie County and is hoping to complete the project by October, when programs begin.

Chairman, Doug Crow reconfirms the funding is good through year end. He also inquiries about the previous application submitted in Spring, 2023.

William Panzica states there was a change in plans. Phase 2 and three were removed.

Angela Giffis asks about distance from wetlands, and other water and drainage concerns.

Anthony Pandolfe states the plans reviewed by GHD show no concerns with Stormwater pollution. GHD makes a recommendation to confirm grading with design engineers due to islands being higher than adjacent areas, potentially impacting drainage patterns. Those islands will not be curbed so positive drainage will be maintained. Also, a French drain was added on west of property to ditch. It is a 8 inch pipe with 3 degree slope.

Chairman, Doug Crow asks the intention of the partial portion of the garage on 1843 Davis being demolished.

Rich Miga states it will require a second permit filed through the Building Department for demolition. At that time an asbestos report will be required.

Angela Griffis asks about appropriate lighting for space, not causing light pollution to surrounding areas.

William Panzica states some lighting is provided by utility poles and building fixtures. The mobile sign will be removed.

Chairman, Doug Crow request additional information regarding the parking lot. Such as how it will coincide with future DOT project in future year or so.

Anthony Pandolfe states, the aprons may not get paved at this time due to DOT project, which would at that time complete the aprons. We are working to overlay plans with DOT for catch basins to coincide.

Jeanne Beiter asks how many parking spaces are there going to be?

Anthony Pandolfe states 56 spaces will be provided, to include handicap spaces.

William Panzica states the West Falls Fire Department allows the use of their lot for the overflow of vehicle parking.

Chairman, Doug Crow asks the purpose of (1) two way and (1) one way, entrance/exit.

Anthony Pandolfe, states it will create a circular flow.

Jim Granville states that the addition of a controlled traffic light be installed benefiting both the West Falls Fire Department and the Arts Center. Or a possible crosswalk be installed to enhance safety.

Tim Stroth is requesting that stamped drawings be provided

Anthony Pandolfe states they will be provided in the next several days.

Angela Griffis inquiries about area security.

William Panzica states there are cameras present as well as (2) man standing security during events.

Chairman, Doug Crow opens discussion for needed conditions for application approval prior going to the Town Board. Such as dedicated access for adjacent property.

Tim Stoth states there is a need for a check list to minimize the conditions prior to the approval.

Multiple Board members speaking amongst themselves. Not audible.

Chairman, Doug Crow as if anyone is comfortable making a motion.

Angela Griffis makes a motion to recommend to the Town Board to approve the Site Plan Request for 1843 and 1863 Davis Road, owned By William Panzica It is to be based on

receiving Signed and stamped drawings, DOT approval of drainage, the connection of middle and east driving area at north end of lot to remove dead ends in middle aisles, and West Falls Overlay screening 116-8.1D D(4)

Laurie Kutina seconds the motion.

A vote is taken.

Ayes-6 Noes-0 unanimous

Motion carried.

**OLD BUSINESS:**

None

**PUBLIC COMMENTS:**

None.

**CORRESPONDENCE:**

None.

Chairman, Doug Crown requested a motion to adjourn.

Tim Stroth made a motion to adjourn 8:35 p.m.

Seconded by Chairman, Doug Crow

A vote is taken.

Ayes-6 Noes-0

Motion carried.

**THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY AUGUST 7<sup>TH</sup>, AT 7:00 P.M. AT THE TOWN HALL, 575 OAKWOOD AVENUE, EAST AURORA, NEW YORK**