

2A



Town of Aurora Town Board  
300 Glead Avenue, East Aurora, New York 14052

**Special Use Permit Application Form**

**I. PROJECT INFORMATION (Applicant/Petitioner):**

Business/Project Name: Cozy Cottage in the Country  
Business/Project Address: 59 Cook Road East Aurora, NY 14052  
Applicant Name: Jennifer Higgins  
Mailing Address: 59 Cook Road  
City East Aurora State NY ZIP 14052  
Phone 716 \_\_\_\_\_ Email \_\_\_\_\_  
Interest in \_\_\_\_\_ (purchaser/developer) Owner

**II. PROPERTY OWNER INFORMATION** (If different than Applicant AND the Owner does not sign below, please submit and original, notarized "Owner Authorization" form - attached):

Property Owner(s) Name(s) Higgins Family Trust Agreement  
If a corporate, please name a responsible party/designated officer: NA  
Address 59 Cook Road  
City East Aurora State NY ZIP 14052  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**III. SPECIAL USE AND PROPERTY INFORMATION:**

Property Address 59 Cook Road East Aurora, NY 14052  
SBL# 176.00-1-4.1  
Describe Special Use requested (use additional pages if needed): We are requesting a special use permit to conduct an Airbnb short term rental in a guesthouse/cottage located on our property but separate from the main dwelling.  
Property size in acres 20 Property Frontage in feet 674'  
Zoning District el rural/residential Surrounding Zoning R2/A/R1  
Current Use of Property family guesthouse  
Size of existing building(s): 400 sf Size of proposed building(s) NA sf  
Present/Prior tenant/use: guesthouse  
Parking spaces: Existing: 1 Proposed additional spaces: 0 Total #: 1

Proposed water service:   X   public        private (well)        n/a Is this existing   Y  N  
 Proposed sanitary sewer:        public   X   private (septic)        n/a Is this existing   Y  N

Hours of operation (if applicable):

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	By Appt.
Hours	X	X	X	X	X	X	X	

Peak hours:   NA  

Number of employees (if applicable): Full-time   0   Part-time   0   Seasonal   0  

Upon approval of this application, the applicant intends to apply for: (Check all that apply)

- a. Building Permit   NA
- b. Sign Permit   NA

**IV. SIGNATURE** (This application must be signed by the applicant/petitioner. If the applicant is not the owner of the property, a separate owner authorization form must be submitted – see pg. 4 )

Jennifer Higgins  
 Signature of Applicant/Petitioner

Jennifer Higgins  
 Print name of Applicant/Petitioner

State of New York; County of Erie

On the 18 day of Sept. in the year 2024 before me, the above individual appeared, personally known to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same for the purposes therein stated.

Heidi R. Born  
 Notary Public

HEIDI R. BORN  
 Notary Public, State of New York  
 Qualified in Erie County  
 Reg. No. 01B06299880  
 My Commission Expires 3/24/2026

(Notary stamp)

Office Use Only: Date received: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Application reviewed by: \_\_\_\_\_

Town of Aurora  
300 Gleed Avenue  
East Aurora, NY 14052  
www.townofaurora.com

**Special Use Permit  
Application  
Owner Authorization**

The undersigned, who is the owner of the premises know as:

59 Cook Road East Aurora, NY 14052 ..... identified as Tax Map (SBL)# 176.00-1-4.1  
(address)

hereby authorizes Jennifer Higgins ..... to bring an application for a special use permit before the Town of Aurora Town Board for review and potential approval. The undersigned further permits the Town or its authorized representative(s) access to the property to review existing site conditions during the review process.

Jennifer Higgins  
Owner (print)

9/18/2024  
Date

Jennifer Higgins  
Owner (signature)

STATE OF NEW YORK     )  
  SS  
COUNTY OF ERIE         )

On this 18 day of September, 2024, before me, the undersigned, a notary public in and for said state, personally appeared Jennifer Higgins, personally known to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Heidi R. Born  
Notary Public

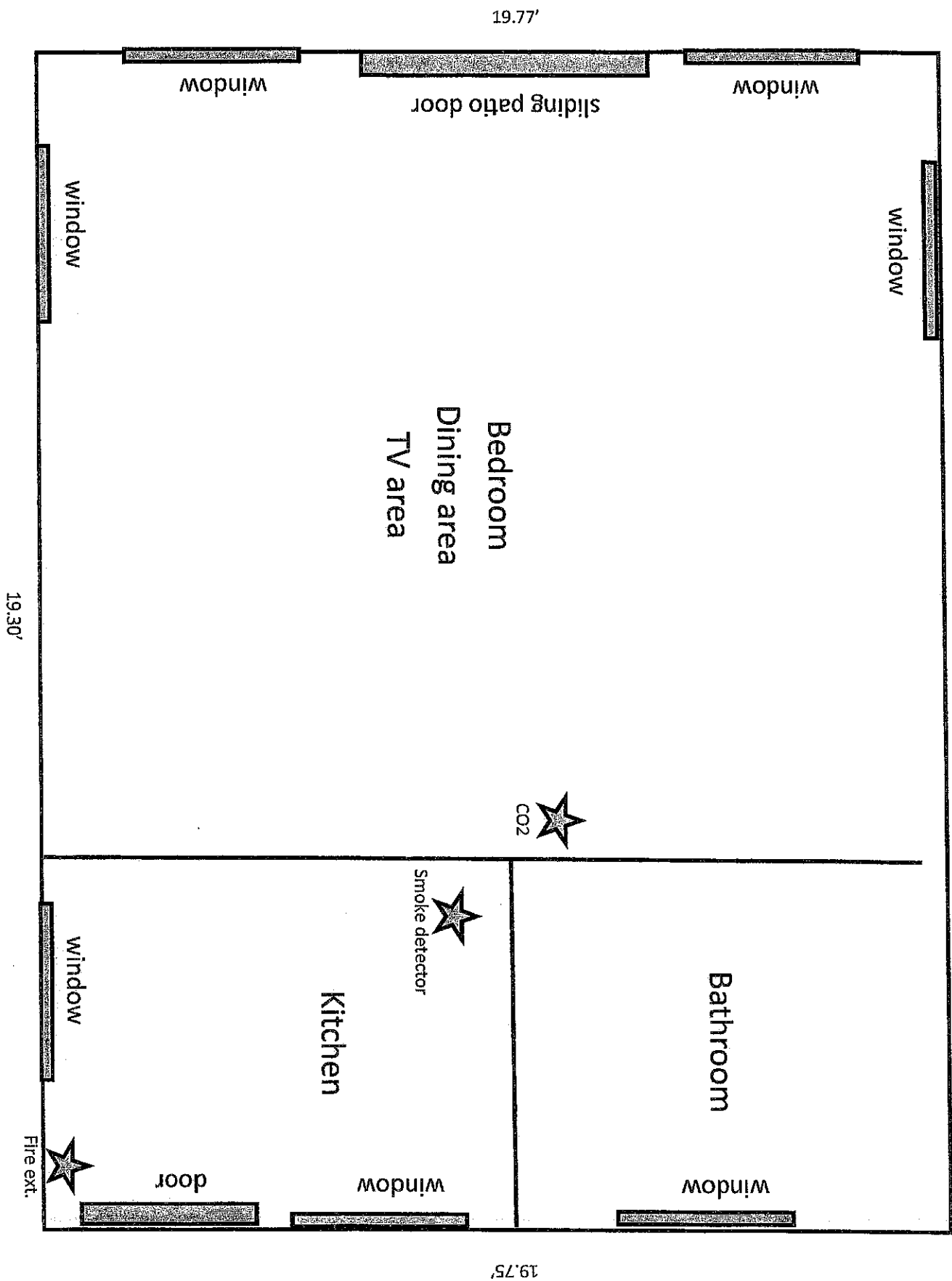
HEIDI R. BORN  
Notary Public, State of New York  
Qualified in Erie County  
Reg. No. 01B06299880  
My Commission Expires 3/24/2026

## Proposed Activities for a Short Term Rental at

59 Cook Road East Aurora, NY 14052

At this site located on the property at 59 Cook Road East Aurora, NY, there exists a guesthouse which is situated approximately 150' west of the main dwelling, surrounded by 20 acres of open and wooded land with no neighbors within 300' to the north and south and roughly 1200' to the east and west. This owner plans to conduct a short term rental through Airbnb for periods of no less than two nights and no more than seven nights consecutively during the months of May-October until further notice. The rentals will be limited to two people who will have been profiled and registered with the Airbnb organization and will have been informed of house rules and rental expectations. One vehicle will be allowed for each rental and will be parked in an alternate driveway located south of the main dwelling. This owner will be available by phone, text or in person at all times during the rental to answer any questions or address concerns. During the rental period, there will be no services provided directly to the renter by the owner until after their departure when the unit is cleaned.

Floor plan for cottage/guesthouse at 59 Cook Road, East Aurora, NY



19.77'

19.30'

19.75'

window

window

sliding patio door

window

window

Bedroom  
Dining area  
TV area

CO2

Bathroom

Smoke detector

Kitchen

window

window

door

window

Fire ext.

## *Short Environmental Assessment Form*

### *Part 1 - Project Information*

#### Instructions for Completing

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>			
Richard and Jennifer Higgins			
Name of Action or Project: Short Term Rentals in cottage on property			
Project Location (describe, and attach a location map): Cottage is located at 59 Cook Road East Aurora, NY 14052 about 100' west of the main dwelling			
Brief Description of Proposed Action: Application for a short-term rental in the cottage on the property.			
Name of Applicant or Sponsor: Richard and Jennifer Higgins		Telephone: _____	_____
		E-Mail: _____	_____
Address: 59 Cook Road			
City/PO: East Aurora		State: NY	Zip Code: 14052
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input checked="" type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		20	acres
b. Total acreage to be physically disturbed?		0	acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		20	acres
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> N/A
b. Consistent with the adopted comprehensive plan? NA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: This is an existing structure	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: Septic System	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
16. Is the project site located in the 100 year flood plain?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: <u>Jennifer Higgins</u> Date: <u>September 18, 2024</u></p> <p>Signature: <u>Jennifer Higgins</u></p>		



44138E  
 103.96 REC. & MEAS.  
 122.55-00 REC. & MEAS.

N-89°14'22"E 438.17 REC. & MEAS.

90°00' REC. & MEAS.

S-79.0 REC. & MEAS.

FRAME BUILDINGS

INGROUND SWIMMING POOL

FRAME GARAGE

FRAME HOUSE NO. 59

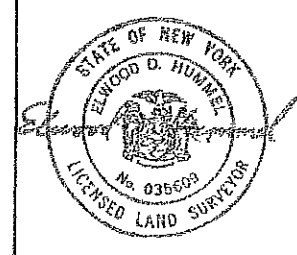
COOK ROAD (48.5 WIDE)

S-009 45-38"E 67.00 REC. & MEAS.

7.62  
 15 MEAS.

89°03'14"

FENCE 4.30' EAST  
 DISK 3.00'



PART 0  
 TOWN OF AUR

SC
DA

Town of Aurora  
Warrant Report

Unposted Batch Totals

Fund	Fund Description	Invoice Batch	Purchase Cards	Total
Unposted Batch Grand Totals		\$0.00	\$0.00	\$0.00

Posted Batch Totals

Fund	Fund Description	Invoice Batch	Purchase Cards	Total		
		Paid	Unpaid	Paid	Unpaid	
A00	GENERAL FUND	\$27,763.50	\$0.00	\$36,296.31	\$0.00	\$64,059.81
B00	PART TOWN FUND	\$0.00	\$0.00	\$80.00	\$0.00	\$80.00
DB0	HIGHWAY PART TOWN FUND	\$8,469.54	\$0.00	\$17,348.48	\$0.00	\$25,818.02
H70	VILLAGE BRIDGE REPAIRS	\$1,625.76	\$0.00	\$0.00	\$0.00	\$1,625.76
L30	CONSOLIDATED LIGHTING DIST.	\$0.00	\$0.00	\$737.44	\$0.00	\$737.44
L40	CONSOLIDATED LIGHTING DIST.	\$0.00	\$0.00	\$554.11	\$0.00	\$554.11
SG0	GARBAGE & RESOURCE RECOV. DIST	\$0.00	\$0.00	\$711.81	\$0.00	\$711.81
SR0	RUBBISH COLLECTION DISTRICT #1	\$872.85	\$0.00	\$45.14	\$0.00	\$917.99
TA0	TRUST AND AGENCY	\$0.00	\$0.00	\$151.00	\$0.00	\$151.00
ZP0	PRIVATE WATER SYSTEM	\$941.39	\$0.00	\$22.89	\$0.00	\$964.28
Posted Batch Grand Totals		\$39,673.04	\$0.00	\$55,947.18	\$0.00	\$95,620.22

Report Grand Totals

Fund	Fund Description	Invoice Batch	Purchase Cards	Total		
		Paid	Unpaid	Paid	Unpaid	
A00	GENERAL FUND	\$27,763.50	\$0.00	\$36,296.31	\$0.00	\$64,059.81
B00	PART TOWN FUND	\$0.00	\$0.00	\$80.00	\$0.00	\$80.00
DB0	HIGHWAY PART TOWN FUND	\$8,469.54	\$0.00	\$17,348.48	\$0.00	\$25,818.02
H70	VILLAGE BRIDGE REPAIRS	\$1,625.76	\$0.00	\$0.00	\$0.00	\$1,625.76
L30	CONSOLIDATED LIGHTING DIST.	\$0.00	\$0.00	\$737.44	\$0.00	\$737.44
L40	CONSOLIDATED LIGHTING DIST.	\$0.00	\$0.00	\$554.11	\$0.00	\$554.11
SG0	GARBAGE & RESOURCE RECOV. DIST	\$0.00	\$0.00	\$711.81	\$0.00	\$711.81
SR0	RUBBISH COLLECTION DISTRICT #1	\$872.85	\$0.00	\$45.14	\$0.00	\$917.99
TA0	TRUST AND AGENCY	\$0.00	\$0.00	\$151.00	\$0.00	\$151.00
ZP0	PRIVATE WATER SYSTEM	\$941.39	\$0.00	\$22.89	\$0.00	\$964.28
Grand Totals		\$39,673.04	\$0.00	\$55,947.18	\$0.00	\$95,620.22

3B

Flow V# 1344  
V# 1345-1391

A  
 Project:  
 Date:

5A(1)  
 PG 1 of 2  
 ble |

**Short Environmental Assessment Form  
 Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**PRINT FORM**

SA(1)  
pg 2 of 2

RESOLVED that the Town Board of the Town of Aurora declares itself lead agency with regard to SEQR for the Open Development Area at 2271 Lapham Road; and further

RESOLVED that after considering the action stated herein, reviewing the criteria contained in Section 617.11 of the Rules and Regulations of the State Environmental Quality Review Act, determines that the action is an Unlisted action; and further

RESOLVED that the Town Board of the Town of Aurora has determined that this Unlisted action will result in no significant adverse impacts on the environment, and therefore, an environmental impact statement need not be prepared; and further

RESOLVED that a negative declaration is issued with regard to the Open Development Area for at 2271 Lapham Road, East Aurora, New York.

5A(2)

RESOLUTION  
APPROVING DEVELOPMENT ON AN  
OPEN DEVELOPMENT AREA LOT  
2271 LAPHAM ROAD  
(SBL# 176.00-3-20)  
TOWN OF AURORA, NEW YORK

WHEREAS, Chapter 99 of the Code of The Town of Aurora establishes standards for landowners who wish to develop or subdivide land that lacks adequate public road frontage for standard lot development (known as "Open Development Area"); and

WHEREAS, Alex Handley ("the Applicant") has filed an Open Development Area (ODA) application to be able to construct a single-family residence on an ODA lot at 2271 Lapham Road; and

WHEREAS, the Applicant has made a reasonable attempt and effort to comply with specifications of Chapters 99 of the Code of the Town of Aurora; and

WHEREAS, the applications and supporting documentation were forwarded to the Erie County Division of Planning whose response was that the proposed action has been reviewed and determined to be of local concern and they have no recommendations; and

WHEREAS, the Applicant applied for and the Zoning Board of Appeals granted a 2.3' lot frontage variance and a 9' ingress/egress width variance for this ODA lot; and

WHEREAS, the Town of Aurora Planning Board moved to recommend that the Town Board approve the Open Area Development application for 2271 Lapham Road; and

WHEREAS, as an unlisted action under SEQRA the Town Board found that this will not result in any significant adverse environmental impacts.

NOW, THEREFORE, BE IT

RESOLVED, that pursuant to Chapter 99 Article VI – Open Development Area of the Code of the Town of Aurora, the Town Board does hereby approve the Open Development Area application for a single-family residence at 2271 Lapham Road, East Aurora, New York.

SUPERVISOR  
Charles D. Snyder  
(716) 652-7590  
[csnyder@townofaurora.com](mailto:csnyder@townofaurora.com)



town

5B

**TOWN OF AURORA**  
**Aurora Municipal Center**  
575 Oakwood Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

## MEMORANDUM

**TO:** Charles Snyder, Supervisor  
Luke Wochensky, Councilman  
James F. Granville, Councilman  
Joseph M. McCann, Councilman  
Raymond M. Wrazen, Councilman

**FROM:** Stephen R. Pigeon, Assessor

**DATE:** **July 31, 2024**

**RE:** West Herr Properties (Article 7 tax certiorari case)

---

West Herr Properties filed Article 7 on July 26, 2023, and they have filed again for 2024. The assessor's office requested three appraisal bids for the six properties involved with the West Herr tax certiorari case as they haven't accepted any counteroffers.

The first bid is from David Barnett from GAR Associates for the preliminary appraisal which is \$6,500. The court-ready appraisal is an additional \$8,400. The pre-trial preparation is \$200/hour. The court testimony/trial is \$250/hr.

The second bid is from Patrick Lester from Property Assessment Consultants of WNY for the preliminary appraisal is \$19,700. The court ready appraisal is an additional \$9,800. The pre-trial preparation is \$135/hour. The court testimony/trial is \$195/hour.

The third appraiser that I reached out to was Todd Thurston from Thurston, Casale & Ryan, LLC and they didn't submit any bid as they were too busy to accommodate us.

Please advise on which appraisal company we would like to hire for the tax certiorari case.

SUPERVISOR  
Charles D. Snyder  
(716) 652-7590  
[ssnyder@townofaurora.com](mailto:ssnyder@townofaurora.com)



Ma  
(  
[townclerk@t](mailto:townclerk@t)

50

**TOWN OF AURORA**  
Aurora Municipal Center  
575 Oakwood Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

To: Aurora Town Board

From: Martha Libroch, Town Clerk

Date: October 22, 2024

Re: Azar Design Co. (formerly Foit-Albert) Payment – East Fillmore Bridge

Please consider approval of payment no. 13 to Azar Design Co. in the amount of \$1,625.76 for professional services rendered from June 29 to September 27, 2024 for the East Fillmore Avenue bridge replacement project. Funds will be disbursed from H7 5120.210.

**FEDERAL AID PROJECT  
SPONSOR CONSULTANT REIMBURSEMENT REQUEST**

FIN 421LL (05/12)

PAYEE ID: (FEDERAL ID)	16-1210859	NYS Comptroller's Contract No.	Est. No. 12
Work Period (this est.) FROM 06/29/24 TO 09/27/24			
Payee Name:	Azar Design Co., Formally Foit-Albert Associates		Current Completion Date
	295 Main Street, Suite 200		MIR Date <u>  </u> / <u>  </u> / <u>  </u>
	Buffalo		(completed by SPONSOR)
	New York		
	14203		
	Original Contract Amount		\$194,783.63
	Current Contract Amount		\$194,783.63
	(includes thru approved S.A. NO. )		
	RRDA NO. (if applicable)		

	Consultant Prepares	Sponsor use only
1. Total work reported on previous estimates	\$163,824.06	
2. Work reported on this estimate	\$1,625.76	
3. Total work reported to date (must equal page 2)	\$165,449.82	
4. Adjustments (Sponsor use only) Reason _____		
5. Retainage thru current estimate	\$0.00	
6. Total work reported less retainage	\$165,449.82	
7. Previous payments	\$163,824.06	
8. Payment requested or processed	\$1,625.76	

**CERTIFICATION BY CONSULTANT**

I, Scott W. Dabb, do hereby certify that I am Controller of Foit-Albert Associates, PC, consultant for the work referred to in the foregoing reimbursement request, that I am the person in whose name, the foregoing account against the State of New York is rendered; that the labor, materials, expenses or services charged for were actually delivered, incurred or rendered, as named, heretofore, and that the prices charged are just and reasonable; that the expenses detailed herein were actually incurred; that the services specified were actually rendered as charged; and further, that no percentage or compensation has been paid or promised to be paid to any manager, trustee, officer or employee of said institution, department, board of commission by reason of the claimant having been allowed to sell to, incur expenses for, or render services to, said institution; and also, that to the best of my knowledge and belief, no manager, trustee, officer or employee of said institution, department, board of commission has or has had, any interest directly or indirectly in said article, materials, expenses or services; and that no part of the foregoing account has been paid, and that the above statement is true and correct.

By my signature I further certify that all partial payments due to subconsultants or subcontractors in accordance with Article 5 of the subject consultant agreement have been paid.

<u>October 15, 2024</u> (DATE)	 (SIGNATURE)
-----------------------------------	---

**CERTIFICATION BY SPONSOR**

I, \_\_\_\_\_, do hereby certify that I am the \_\_\_\_\_  
 (Name) (Title)  
 in the supervision of the work described in the attached consultant's reimbursement request; that the materials, labors and services have been furnished and the work properly performed in accordance with the contract and that payment in the sum of \$ \_\_\_\_\_ can be made on this contract without detriment of the interests of the sponsor, \_\_\_\_\_ to the best of my knowledge and belief.

_____ (DATE)	_____ (SIGNATURE)
-----------------	----------------------





**RE: East Fillmore Over Tannery Brook  
PIN 5763.88**

Progress Report No. 13: June 29, 2024 through September 27, 2024

**Achievements**

- Perform an overall QA/QC of the estimate.

**Scheduled Statement**

- On Schedule for 2024 bidding

**Budget Statement**

- On Budget

**Planned For Next Month**

- Final PS&E submission

**Items Required**

- Quick turnaround of PS&E comments after submission

Very truly yours,

Gerard J. Sentz, P.E.  
Vice President  
Foit-Albert Associates



**AZAR  
DESIGN  
CO**

LETTER OF TRANSMITTAL

Date: October 15, 2024

**FORMERLY  
FOIT-ALBERT ASSOCIATES**

Project No. 220227.01

<b>TO:</b> Town of Aurora David Gunner – <a href="mailto:Dgunner@townofaurora.com">Dgunner@townofaurora.com</a> Martha Librock – <a href="mailto:MLibrock@townofaurora.com">MLibrock@townofaurora.com</a> 575 Oakwod Avenue East Aurora, NY 14052	<b>RE:</b> East Fillmore over Tannery Brook PIN 5763.88
---	--

WE ARE SENDING YOU  Attached  Under separate cover via \_\_\_\_\_ the following items:

- Shop drawings   
  Prints   
  Plans   
  Samples   
  Specifications  
 Copy of letter   
 Change order   
 \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION	ACTION CODE
1	10/15/24	13	Consultants Payment Request	

**ACTION CODE:**

1 For approval	6 No exceptions taken	11 Return ____ corrected prints
2 For your use	7 Make corrections noted	12 Prints returned after loan to us
3 As requested	8 Revise & resubmit ____ copies for review	13 _____
4 For review and comment	9 Rejected	_____
5 For bids due _____	10 Submit ____ copies for distribution	

Please process for payment.

Thank you,

Email: [sdabb@foit-albert.com](mailto:sdabb@foit-albert.com)

COPY TO  CENTRAL FILE

SIGNED Scott Dabb, Accounting Manager

6A



Town of Aurora Town Board  
575 Oakwood Avenue, East Aurora NY, 14052

### Special Use Permit Application Form

#### I. PROJECT INFORMATION (Applicant/Petitioner):

Business/Project Name: 140 Jewett Holmwood Road  
 Business/Project Address: 140 Jewett Holmwood Road, East Aurora NY 14052  
 Applicant Name: Douglas J. Nemec  
 Mailing Address: 140 Jewett Holmwood Road  
 City East Aurora State NY ZIP 14052  
 Phone \_\_\_\_\_ Fax NA Email DN om  
 Interest \_\_\_\_\_ (owner/purchaser/developer) Owner

#### II. PROPERTY OWNER INFORMATION (If different than Applicant AND the Owner does not sign below, please submit and original, notarized "Owner Authorization" form - attached):

Property Owner(s) Name(s) Douglas J. Nemec  
 If a corporate, please name a responsible party/designated officer: \_\_\_\_\_  
 Address 140 Jewett Holmwood Road  
 City East Aurora State NY ZIP 14052  
 Phone \_\_\_\_\_ Fax NA Email DN m

#### III. SPECIAL USE AND PROPERTY INFORMATION:

Property Address 140 Jewett Holmwood Road, East Aurora NY 14052  
 SBL# 175.10-3-12  
 Describe Special Use requested (use additional pages if needed): \_\_\_\_\_  
Operate a Bed n Breakfast short term rental

Property size in acres 6.0 Property Frontage in feet 697 ft  
 Zoning District R2 - Residential Surrounding Zoning R2 - Residential  
 Current Use of Property Residence  
 Size of existing building(s): 4212 sf Size of proposed building(s) Existing sf  
 Present/Prior tenant/use: Residence  
 Parking spaces: Existing: 15 Proposed additional spaces: 0 Total #: 15

Proposed water service: X public \_\_\_\_\_ private (well) \_\_\_\_\_ n/a Is this existing Y/N **YES**  
 Proposed sanitary sewer: \_\_\_\_\_ public X private (septic) \_\_\_\_\_ n/a Is this existing Y/N **YES**

Hours of operation (if applicable):

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	By Appt.
Hours	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	

Peak hours: NA

Number of employees (if applicable): Full-time NA Part-time NA Seasonal NA

**Upon approval of this application, the applicant intends to apply for:** (Check all that apply)

- a. Building Permit \_\_\_\_\_
- b. Sign Permit X

**IV. SIGNATURE** (This application must be signed by the applicant/petitioner. If the applicant is not the owner of the property, a separate owner authorization form must be submitted – see pg. 4 )

Douglas J. Nemeć  
 Signature of Applicant/Petitioner

Douglas J. Nemeć  
 Print name of Applicant/Petitioner

State of New York; County of Erie

On the 4 day of Sept. in the year 2024 before me, the above individual appeared, personally known to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same for the purposes therein stated.

Brigitte Armstrong  
 Notary Public



(Notary stamp)

Office Use Only: Date received: 9/12/2024 Receipt #: 114695

Application reviewed by: \_\_\_\_\_

Town of Aurora  
575 Oakwood Avenue  
East Aurora, NY 14052  
www.townofaurora.com

**Special Use Permit  
Application  
Owner Authorization**

The undersigned, who is the owner of the premises know as:

**140 Jewett Holmwood Road, East Aurora NY 14052**, identified as Tax Map (SBL)#... **175.10-3-12**...  
(address)

hereby authorizes ...**Douglas J. Nemec**..... to bring an application for a special use permit before the Town of Aurora Town Board for review and potential approval. The undersigned further permits the Town or its authorized representative(s) access to the property to review existing site conditions during the review process.

Douglas J. Nemec  
Owner (print)

09/04/2024  
Date

Douglas J. Nemec  
Owner (signature)

STATE OF NEW YORK     )  
  SS  
COUNTY OF ERIE         )

On this 4th day of Sept., 2024 before me, the undersigned, a notary public in and for said state, personally appeared Douglas J. Nemec, personally known to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Brigitte Armstrong  
Notary Public



September 5, 2024

**140 Jewett Holmwood Road  
East Aurora, New York 14052**

To whom it may concern

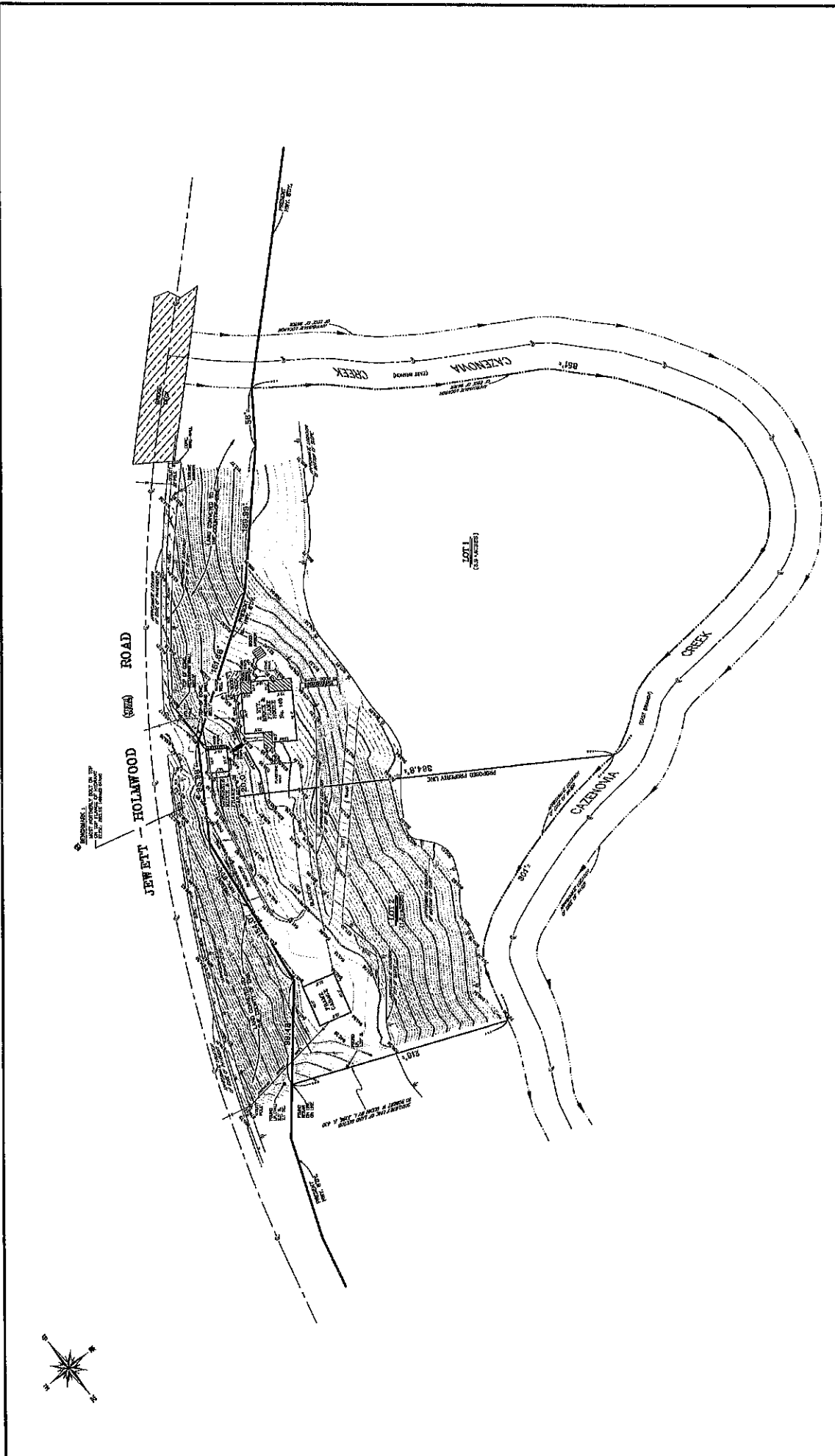
We are seeking a special use permit to allow for short-term rentals at our house as a bed and breakfast in East Aurora New York. The property is uniquely situated on a very picturesque site, and we believe it is ideally situated to allow for a very quaint bed and breakfast opportunity. Allowing the visitors to enjoy the town and the associated activities in the area. The property is 6 acres located on Cazenovia Creek which allows for very beautiful vistas in each of the rooms of the house . Please let us know if you require any further information.

Thank you

Douglas J. Nemec

140 Jewett Holmwood Road  
East Aurora, NY 14052

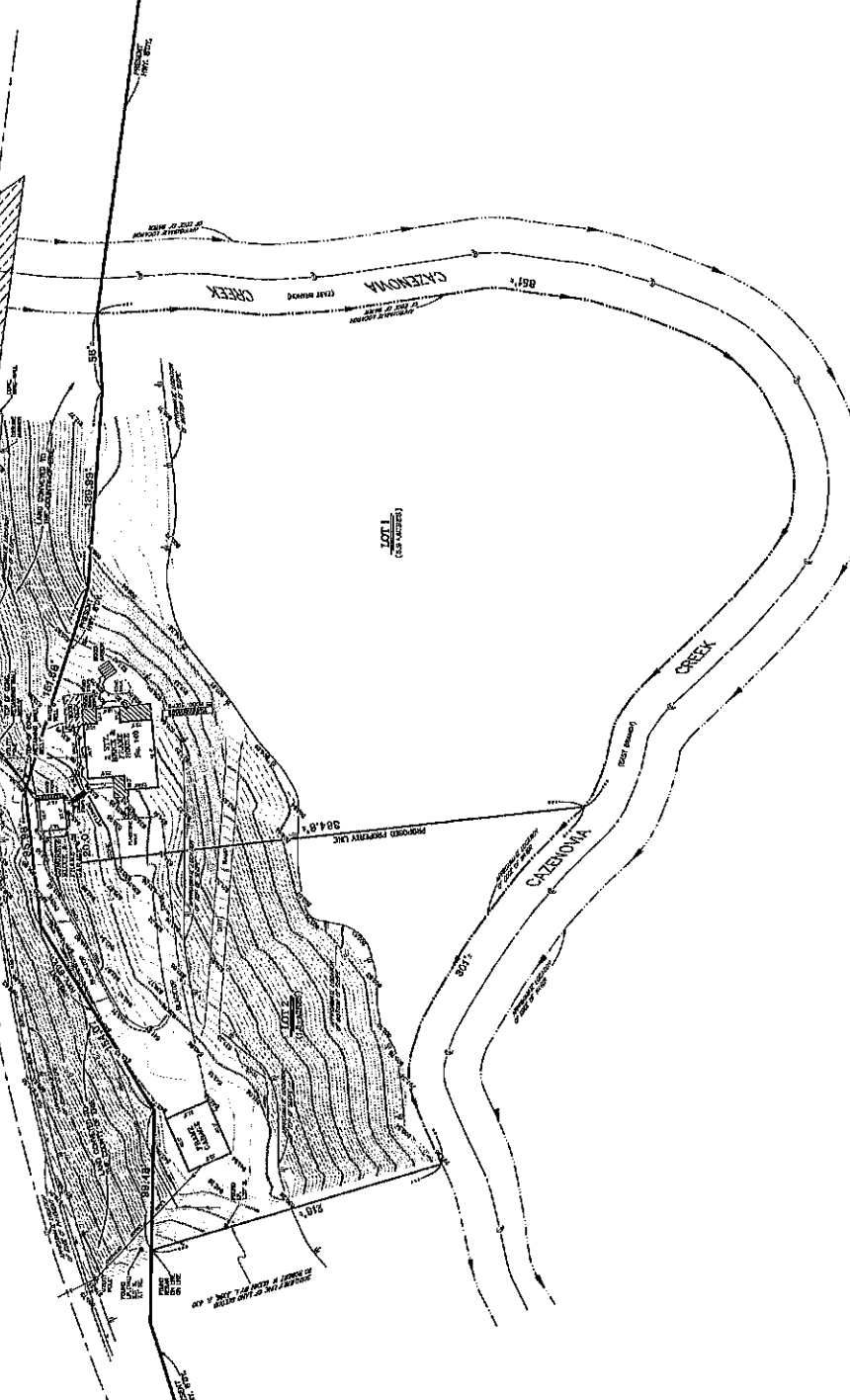




BENCHMARK  
 NOT SHOWN BY PLAT  
 BUT SHOWN BY PLAT  
 FOR "ALICE FARM ROAD"

JEWETT - HOLAWOOD ROAD  
 (60' WIDE)

CATEMONA ROAD



LOT  
 (UNZONED)



PART OF LOT 88 & 87, T. 14. N. R. 11. E. 1/4. SECTION 16, TOWNSHIP OF AURORA, COUNTY OF JEFFERSON, STATE OF MISSISSIPPI

DATE	JOB	DESCRIPTION

PAUL G. PAGANO, P.L.S.  
 PROFESSIONAL LAND SURVEYOR

THIS PLAN WAS PREPARED BY THE SURVEYOR FOR THE STATE OF MISSISSIPPI, UNDER HIS SUPERVISION AND CONTROL, AND TO THE BEST OF HIS KNOWLEDGE AND BELIEF IT COMES INTO ACCORDANCE WITH THE REQUIREMENTS OF THE MISSISSIPPI SURVEYING ACT OF 1938, AS AMENDED.



# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>			
Douglas J. Nemeec			
Name of Action or Project: 140 Jewett Holmwood Road East Aurora NY 14052			
Project Location (describe, and attach a location map): 140 Jewett Holmwood Road, East Aurora NY 14052			
Brief Description of Proposed Action: To allow for Bed & Breakfast Short Term Rentals			
Name of Applicant or Sponsor: Douglas J. Nemeec		Telephone	
		E-Mail: dr	
Address: 140 Jewett Holmwood Road			
City/PO: East Aurora		State: New York	Zip Code: 14052
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ 6.0 acres	
b. Total acreage to be physically disturbed?		_____ 0.0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 6.0 acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			



<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p>		
<p>Applicant/sponsor name: <u>Douglas J. Nemec</u></p>		<p>Date: <u>09/04/2024</u></p>
<p>Signature: <u>Douglas J. Nemec</u></p>		

6B

# TOWN OF AURORA

575 OAKWOOD AVENUE, EAST AURORA, NY 14052  
BUILDING DEPARTMENT  
(716) 652-7591

## MEMO

TO: Supervisor Snyder and Town Board Members  
FROM: Richard Miga, Assistant Code Enforcement Officer  
DATE: October 11, 2024

The Building Department has accepted a Special Use permit application for 1150 Underhill, by owner John Radford, for the request to use the first and second floors of his dwelling as a Bed-N-Breakfast while he occupies the basement level. The zoning district is RR/A.

Town Code section 116-43 states that the Town Board shall refer the Special Use permit application to the Planning Commission for their review and recommendation. The Town Board has historically scheduled a public hearing after the Planning Board's recommendation has been received.

This is an Unlisted action for purposes of SEQR.

If you have any questions, please contact me at 652-7591.

Richard Miga



Town of Aurora Town Board  
300 Glead Avenue, East Aurora, New York 14052

### Special Use Permit Application Form

#### I. PROJECT INFORMATION (Applicant/Petitioner):

Business/Project Name: \_\_\_\_\_  
 Business/Project Address: 1150 Underhill Rd East Aurora 14052  
 Applicant Name: John Radford  
 Mailing Address: Same as above  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email J D@gmail.com  
 Interest in \_\_\_\_\_  
 er/purchaser/developer) Owner

#### II. PROPERTY OWNER INFORMATION (If different than Applicant AND the Owner does not sign below, please submit and original, notarized "Owner Authorization" form - attached):

Property Owner(s) Name(s) John Radford  
 If a corporate, please name a responsible party/designated officer: \_\_\_\_\_  
 Address 1150 Underhill Rd  
 City East Aurora State NY ZIP 14052  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email JR P@gmail.com

#### III. SPECIAL USE AND PROPERTY INFORMATION:

Property Address 1150 Underhill Rd East Aurora NY 14052  
 SBL# 188.00-16.2

Describe Special Use requested (use additional pages if needed):  
BED & BREAKFAST

Property size in acres 10.4 Property Frontage in feet 150  
 Zoning District RR/A Surrounding Zoning RR/A  
 Current Use of Property SFD  
 Size of existing building(s): 6875 sf Size of proposed building(s) \_\_\_\_\_ sf  
 Present/Prior tenant/use: SFD  
 Parking spaces: Existing: \_\_\_\_\_ Proposed additional spaces: \_\_\_\_\_ Total #: \_\_\_\_\_

## Short Environmental Assessment Form

### Part 1 - Project Information

#### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: <p style="text-align: center; font-size: 1.2em;">Bed and Breakfast</p>			
Project Location (describe, and attach a location map): <p style="text-align: center; font-size: 1.2em;">1150 Underhill Rd East Aurora NY 14052</p>			
Brief Description of Proposed Action: <p style="text-align: center; font-size: 1.5em;">(see attached)</p>			
Name of Applicant or Sponsor: <p style="text-align: center; font-size: 1.2em;">John Radford</p>		Telephone: _____ E-Mail: <u>JI</u> @ <u>ve@gmail.com</u>	
Address: <p style="text-align: center; font-size: 1.2em;">1150 Underhill Rd East Aurora NY</p>			
City/PO: <p style="text-align: center; font-size: 1.2em;">East Aurora</p>		State: <p style="text-align: center; font-size: 1.2em;">NY</p>	Zip Code: <p style="text-align: center; font-size: 1.2em;">14052</p>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		10.5 acres	
b. Total acreage to be physically disturbed?		2 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		19 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe:		
_____		
_____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____		
_____		
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name:	<u>John Redford</u>	Date: <u>9/4/24</u>
Signature:	<u>(C) RADFORD</u>	Title: <u>owner</u>

**John Radford MD**  
1150 Underhill Rd  
East Aurora, NY 14052

Sept 7, 2024

East Aurora Town Board  
Town of East Aurora  
East Aurora, NY 14052

Dear Members of the Town Board,

I am writing to formally apply for a permit to operate a bed-and-breakfast at my residence, located at 1150 Underhill Rd East Aurora NY 14052. My home is situated on 20 acres, gated, and set far off the street, with significant distance from the neighboring homes, providing a peaceful and private environment for both me and any guests. I will be offering up to four bedrooms for rent, with parking available for up to 6 cars. However, I do not anticipate having more than four guest vehicles on the property at any given time, outside of my own.

I will be residing on the property full-time in a fully furnished basement with two bedrooms, one and a half bathrooms, a living room, a full kitchen and dining area and a separate entrance and exit. The area I will be renting includes the first and second floors of the home, with all four guest bedrooms located on the second floor.

To maintain the peaceful and respectful environment that is expected in the community, I will be establishing the following house rules for all guests:

1. **No Parties or Events:** Hosting large gatherings, parties, or events is strictly prohibited to avoid disturbing the neighborhood.
2. **Quiet Hours:** Quiet hours are enforced between 9:00 PM and 8:00 AM. During this time, guests are asked to keep noise levels to a minimum both inside and outside the home.
3. **No Excessive Noise:** No loud music, shouting, or other disruptive noises are permitted especially when outdoors. Guests are encouraged to enjoy the property quietly. (please see details listed below)
4. **No Amplified Music Outdoors:** Playing amplified music or using loudspeakers outside the home is not allowed.



5. **Respect the Neighbors:** Guests are expected to be mindful of neighbors and avoid any activities that may cause a disturbance, such as excessive vehicle traffic, loud gatherings, or lingering outside late at night.
6. **Parking:** Only designated parking areas should be used, with no parking on the street or in areas that could block driveways or other access points.
7. **No Pets:** To maintain cleanliness and comfort for all guests, pets are not allowed on the property.
8. **Guest Limit:** The maximum number of guests allowed in the home is 8 This ensures a peaceful stay for all guests and respects the privacy of neighbors.
9. **No Smoking:** Smoking is not allowed inside the home. Please smoke only in designated outdoor areas and properly dispose of cigarette butts.
10. **No Hunting or possession of Firearms or weapons of any kind will be allowed on the property.**

The following are specific noise rules that can help ensure and disruption and maintain a peaceful atmosphere for everyone:

1. **Limit Outdoor Conversations:** Please keep all outdoor conversations at a low volume, especially during the evening and early morning hours.
2. **No Outdoor Gatherings After 9:00 PM:** To respect the quiet enjoyment of the neighborhood, outdoor gatherings are not permitted after 9:00 PM.
3. **Limit Use of Outdoor Areas During Quiet Hours:** Use of outdoor spaces such as patios, decks, or yards is not permitted during quiet hours (9:00 PM – 8:00 AM) to avoid noise disturbances.
4. **Vehicle Noise:** Please keep vehicle noise to a minimum, including avoiding idling for long periods, loud engines, or slamming car doors, especially late at night or early in the morning.
5. **Children's Noise:** While children are welcome, guests are kindly asked to ensure children are not excessively loud, especially outdoors or in common areas.
6. **No Use of Loud Equipment:** The use of loud outdoor equipment or other machinery is not permitted by guests.
7. **Monitor Noise Inside:** Guests must keep indoor noise, including television or music volume, to a reasonable level, particularly during quiet hours.
8. **No Shouting or Loud Behavior:** Shouting, yelling, or other loud behaviors inside or outside the home are not permitted at any time to prevent disturbing the peaceful environment.
9. **Noise Sensors:** A noise monitoring device- NoiseAware are placed to track noise levels without invading privacy. These devices send alerts when noise exceeds

acceptable levels. They do not record voice and are located outside the property. For more information, please see <https://noiseaware.com/>

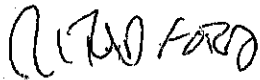
**10. Important Notice:**

Failure to follow the house rules, including but not limited to excessive noise, unauthorized guests, or disturbances to neighbors, will result in immediate removal from the property without a refund. We appreciate your understanding and cooperation in maintaining a peaceful and respectful environment for everyone.

These rules will help maintain the quality and serenity of the property, an enjoyable stay for guests and ensure that the bed-and-breakfast runs smoothly and in harmony with the character of the East Aurora community.

I would be happy to meet with the board to discuss any questions or concerns regarding my application. Thank you for your consideration, and I look forward to contributing positively to the local community with this venture.

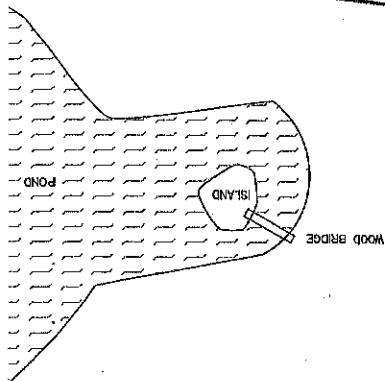
Sincerely,

A handwritten signature in black ink that reads "John Radford". The signature is written in a cursive style with a large initial "J" and "R".

John Radford

(

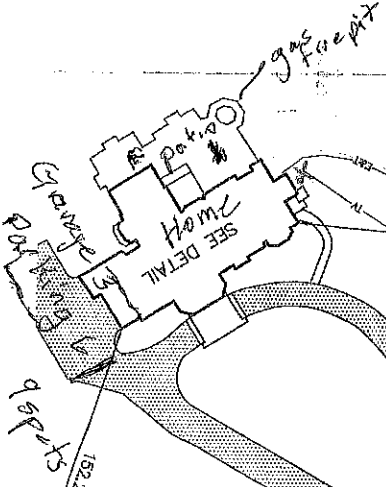
317.00' N 81° W



W. 1488.00'

*Handwritten:* Camp under bridge to Lakeley Rd

10.46± ACRES (INCLUDING HIGHWAY)



WATER WELL 0.72'

8° E 80.00'

10' EASEMENT IN L. 11080, P. 1569

APPROXIMATE LOCATION OF UNDERGROUND SERVICE LINES AS MARKED BY DIG SAFETY JULY 2004

GUY ANCHOR SERVICE POLE (UNDERGROUND SERVICE TO HOUSE)

366.00' W 65° N

*Handwritten:* width allows 2 cars to pass

S 70° E 657.00'

Gate

BUS SHELTER

873.74' W. LINE OF LOT 12

ASSUMED N 00°00'00" E

149.00'



## TOWN OF AURORA SENIOR CENTER

101 King Street, Suite A  
East Aurora, New York 14052  
Phone: (716) 652-7934  
Fax: (716) 652-9083

60

MEMO

TO: SUPERVISOR CHARLES SNYDER & TOWN BOARD MEMBERS

FROM: DONNA BODEKOR, SENIOR CITIZEN RECREATION LEADER

DATE: October 11, 2024

I am asking the Town Board to accept a donation of \$100.00 from Kathleen Vanbaren in memory of Rosemary Krieger. I would like the donation to be placed in our line TA1000.900.

60



# BUDGET TRANSFER REQUEST FORM

Please note the following guidelines:

- A shortage of less than \$750 per line can be satisfied with this form requesting a budget transfer(s) between lines that are within the responsibility of a single Department Head. These will require the approval of the Supervisor.
- A shortage of \$750 or more per line can be satisfied with this form requesting a budget transfer(s) between lines that are within the responsibility of a single Department Head. These will require the approval of the Town Board.
- A shortage of any amount can be satisfied with this form requesting a budget transfer(s) between lines which fall under the responsibility of different Department Heads. These will require the approval of the Town Board.
- Budget transfers must be made PRIOR to the expenditure.
- All budget transfers must be submitted to the Supervisor's Office using this form.

DEPARTMENT HEAD NAME (printed): David Gunner  
 SIGNATURE: [Signature] DATE: 10/17/29

1. \$ 1,511.97 FROM: DB 5142.140 ✓ snow removal overtime ✓ 10,371.31 ✓  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 TO: DB 5110.140 ✓ General Repairs overtime ✓ (1,511.97) ✓  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 REASON: To balance General Repairs overtime Line

2. \$ \_\_\_\_\_ FROM: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 TO: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 REASON: \_\_\_\_\_

3. \$ \_\_\_\_\_ FROM: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 TO: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 REASON: \_\_\_\_\_

4. \$ \_\_\_\_\_ FROM: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 TO: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 REASON: \_\_\_\_\_

5. \$ \_\_\_\_\_ FROM: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 TO: \_\_\_\_\_  
ACCT NO. ACCT TITLE CURRENT BALANCE  
 REASON: \_\_\_\_\_

APPROVALS:  
 SUPERVISOR SIGNATURE : \_\_\_\_\_  
 TOWN BOARD MEETING APPROVAL DATE: \_\_\_\_\_

Date: \_\_\_\_\_  
 Action #: \_\_\_\_\_

CE

Application # \_\_\_\_\_

Date received: \_\_\_\_\_

### Application For SPECIAL EVENT Permit

Submit applications to:  
Town of Aurora Town Clerk  
575 Oakwood Ave  
East Aurora, NY 14052  
Telephone (716) 652-3280 Fax: (716) 652-3507

**ALL REQUESTS MUST BE MADE NO LESS THAN 30 DAYS IN ADVANCE OF EVENT.**

- 1. Name of organization/Applicant: \_\_\_\_\_
- 2. Individual responsible for this request: MICHAEL BOJANOWSKI
- 3. Address: 1840 BOIES RD  
EAST AURORA 14052
- 4. Telephone number: 711
- 5. Fax: \_\_\_\_\_
- 6. Email: MILHA m
- 7. Date(s) of event: SEE ATTACHED
- 8. Hours of event (including set up/take down): Start DEC 1<sup>st</sup> End DEC 29<sup>th</sup>
- 9. Description of the event:  
HOLIDAY LIGHT SHOW
- 10. Location of event:  
Address: 1840 BOIES ROAD EAST AURORA NY 14052  
SBL #: 200.00-1-20.2

Please attach a map of the event area. On the map include the following:

- Parking area(s) - including number of on and off-street parking spaces. LOCATED ON SOLVEY MAP
- Location(s) and number of toilet facilities. NONE
- Location of entrance(s) and exit(s) to/from the event site. NONE

- Location of vendor facilities, if applicable, including tents, booths and food service facilities.
- Location of all residential structures on the property and on adjacent properties.
- Map of parade route if applicable.

11. Written steps to be taken to control traffic:

OFFER MULTIPLE DAYS TO RUN DISPLAY TO PREVENT CONGESTION. INSTALL NO PARKING SIGNS ON EAST SIDE OF ROAD TO PREVENT DOUBLE PARKING. LIMIT RUN LOOP TO KEEP P & VIEWERS

12. Written plan for security: FROM STAYING LONG.

SAFETY IS OUR #1 PRIORITY. SHOW WILL BE SHUTDOWN DUE TO WEATHER OR OTHER UNDER OUR OBSERVATION.

13. Estimated attendance per day: 15 CARS

- a. Will pedestrian participants be crossing any public road(s)? Y X N
- b. Will participants be attending via bus? Y X N

14. Will food or drinks be served? NO

a. If yes, please describe \_\_\_\_\_

15. Will there be sound amplification, music, DJ or band(s)?

a. If yes, please describe NO

16. Provide drawings to the Town of Aurora Building Department that describe location, size and text of all proposed signs for this event. (Additional fees may apply.)  
Approved signs may be erected upon approval of the permit, but no sooner than 30 days prior to the event and must be removed immediately after.

LIGHT SHOW WILL CONSIST OF LIGHTS THROUGHOUT PROPERTY.

**PLEASE NOTE:** Based on the type of event and estimated attendance, a meeting with SEE SURVEY the Town Supervisor, Highway Supervisor, and Chief of Police may be scheduled at the FOR PROPERTY. discretion of the Aurora Town Board to discuss a plan for proper traffic control, parking and crowd control.

17. Insurance: Applicant must obtain and maintain commercial liability insurance policy, including public liability coverage, with minimum limits of \$1,000,000 per occurrence, and property damage insurance with minimum limits \$1,000,000 per occurrence; Such policies shall list the Town of Aurora as an additional name insured.

18. Indemnification: Applicant shall defend, indemnify, and hold harmless the Town of Aurora, its officials, employees, agents and other persons from and against all claims, costs, judgments, liens, encumbrances, and expenses (including reasonable attorneys' fees) arising

out of any activity related to or in connection with this application or any permit, gather or event related to this application.

19. Acknowledgement:

**I CERTIFY UNDER PENALTY OF PERJURY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT, THAT ANY FALSE OR MISLEADING INFORMATION SHALL BE GROUNDS FOR DENIAL, AND I AGREE, TO COMPLY WITH ANY AND ALL CONDITIONS OF APPROVAL.**

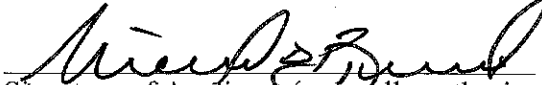
**I ACKNOWLEDGE THAT IT IS THE APPLICANT'S RESPONSIBILITY TO ENSURE THAT PATRONS, LICENSEES, AND/OR INVITEES OF THE EVENT DO NOT TRESPASS UPON OR DAMAGE ANY ADJOINING PROPERTY OR PREMISES.**

**I ACKNOWLEDGE THAT THE AURORA TOWN CODE CHAPTER, ENTITLED "SPECIAL EVENTS.", IS THE CONTROLLING LEGISLATION FOR THE REGULATION OF EVENTS IN THE TOWN OF AURORA, AND THAT THE ISSUANCE OF A PERMIT PURSUANT TO THIS APPLICATION REQUIRES COMPLIANCE WITH ALL PROVISIONS AND REGULATIONS WITHIN.**

**I FURTHER ACKNOWLEDGE THAT THE ISSUANCE OF A PERMIT PURSUANT TO THIS APPLICATION IS NOT A WAIVER FOR ANY ACTIVITY PROHIBITED BY LAW, AND AS A CONDITION OF ANY PERMIT ISSUED, COMPLIANCE WITH ALL PROVISIONS OF THE AURORA TOWN CODE, AS WELL AS APPLICABLE STATE AND FEDERAL LAW, IS REQUIRED.**

**APPLICANT CONSENTS TO THE INSPECTION OF THE PREMISES BY A POLICE OFFICER OR OTHER ENFORCEMENT OFFICER FOR THE PURPOSE OF ENSURING THAT THE TERMS AND CONDITIONS OF THE PERMIT ARE MET.**

*A FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A CLASS "A" MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW OF THE STATE OF NEW YORK.*

  
Signature of Applicant (or legally authorized representative of Applicant)

10/21/24  
Date

20. Property Owner Consent: Property owner consent is required when the Applicant is not the property owner. If the Applicant is the property owner, this portion does not need to be filled out.

**I CERTIFY UNDER PENALTY OF PERJURY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND THAT I AM THE LEGAL OWNER OF THE PROPERTY LISTED IN THIS APPLICATION, OR I AM A LEGAL OWNER, AGENT, MEMBER, OR AUTHORIZED OFFICER OF THE CORPORATION OR TRUST OWNING THE PROPERTY LISTED IN THIS APPLICATION.**

**I UNDERSTAND THAT, AS AN OWNER OF A PROPERTY LOCATED WITHIN THE TOWN OF AURORA AND OUTSIDE OF THE BOUNDARIES OF ANY INCORPORATED VILLAGE, I SHALL NOT CAUSE, PERMIT, OR ALLOW MY PROPERTY TO BE USED FOR AN EVENT AS DEFINED IN AURORA TOWN CODE §XXX UNLESS A WRITTEN PERMIT FOR THE EVENT HAS BEEN ISSUED BY THE APPROPRIATE TOWN OFFICIAL(S).**

**I HEREBY CONSENT TO INSPECTION OF THE PREMISES BY A POLICE OFFICER OR OTHER ENFORCEMENT OFFICER FOR THE PURPOSE OF ENSURING THAT THE TERMS AND CONDITIONS OF THE PERMIT ARE MET.**


**I ALSO HEREBY AGREE THAT I AM FULLY AWARE OF THE DETAILS OF THE EVENT**



**PROPOSED HEREIN AT THE SUBJECT PROPERTY, AND I AUTHORIZE THE APPLICANT TO MAKE THIS APPLICATION AND CONSENT TO THE EVENT AND ACTIVITY DESCRIBED.**

**I AGREE TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE TOWN OF AURORA, ITS OFFICIALS, AGENTS, EMPLOYEES AND OTHER PERSONS FROM AND AGAINST ANY AND ALL CLAIMS, SUITS, DAMAGES, CAUSES OF ACTION, JUDGMENTS, LOSSES, COSTS, EXPENSES (INCLUDING REASONABLE ATTORNEYS' FEES) ARISING OUT OF PERSONAL INJURY, INCLUDING DEATH, PROPERTY LOSS OR THEFT THAT MAY OCCURE ON MY PROPERTY DURING OR AS A RESULT OF THE EVENT.**

*A FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A CLASS "A" MISDEMBANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW OF THE STATE OF NEW YORK.*

  
\_\_\_\_\_  
Signature of Property Owner, Agent,  
Member or Authorized Corporate Officer

10/21/24  
Date

**Miscellaneous Notes**

(1) Down Payment made on this plot only for the above use of lots for above.

(2) Only address for lot is shown, any other address shown is for reference only. Please refer to the address on the map for the correct address.

(3) If a parcel is shown as being in the Survey Map, it is a portion of the Survey Map.

(4) The Survey was prepared without the benefit of an independent survey of the site and is subject to any such check as may be required by an independent survey.

(5) THIS MAP IS NOT VALID WITH A FUTURE CHANGE OF TITLE.

**Survey Information**

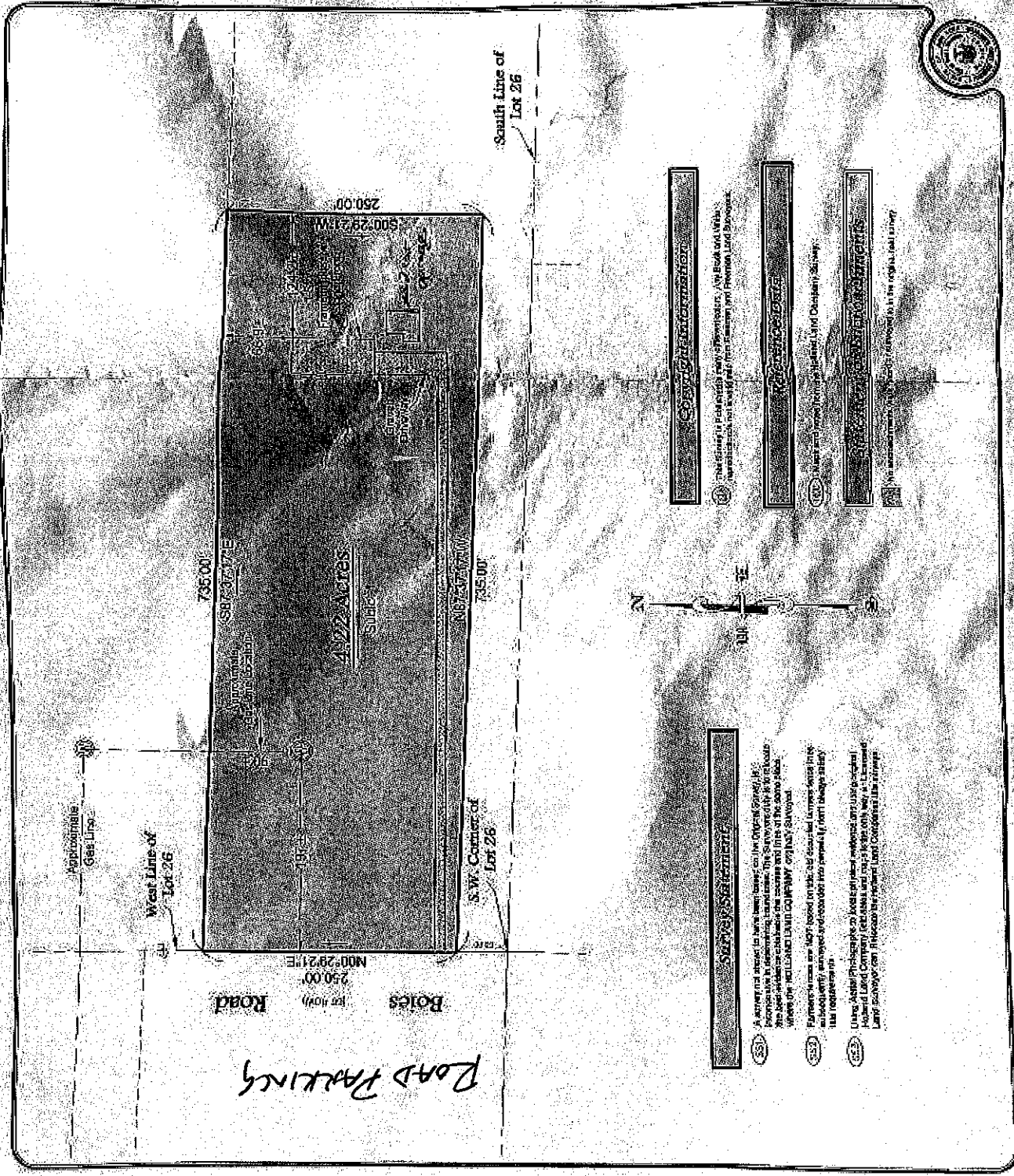
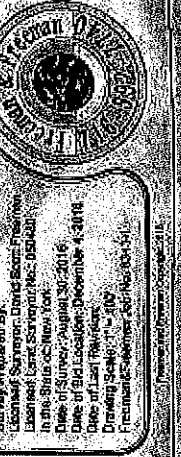
Survey No.	100	Survey Name	Lot 26
Lot No.	26	Lot Area	4.22 Acres
Block No.	1	Block Area	100.00 Acres
Section No.	1	Section Area	360.00 Acres
County	Essex	State	New York
City	Essex	Town	Essex
Map No.	100	Map Date	10/1/1916
Scale	1" = 100'	Scale Date	10/1/1916
Prepared By	Freeman and Freeman	Checked By	Freeman and Freeman
Drawn By	Freeman and Freeman	Approved By	Freeman and Freeman
Surveyed By	Freeman and Freeman	Filed For	Freeman and Freeman
Recorded	Yes	Record No.	100
Index	Yes	Index No.	100

**Freeman and Freeman Land Surveyors**

100 South Street, New York, N.Y.

Lot 26 Township 9 Range 6  
Holland Land Company Survey  
Town of Holland  
Essex County, New York

Survey Prepared By:  
Lester Freeman, David Scott, Freeman  
Lester Freeman, David Scott, Freeman  
In the State of New York  
Date of Survey: August 30, 1916  
Date of Field Location: December 1, 1916  
Date of Last Revision: 10/1/1916  
Drawing Scale: 1" = 100'



**Copy Information**

(1) The Survey is not a final survey. It is subject to any other survey that may be made of the same land.

**Reference to Other Surveys**

(2) This Survey is subject to the Survey of the Holland Land Company, 1916.

**Survey Information**

(3) The Survey was prepared by Lester Freeman, David Scott, and Freeman.

**Survey Information**

(4) A survey of the land shown on this map was made by Lester Freeman, David Scott, and Freeman on August 30, 1916.

(5) The Survey was prepared without the benefit of an independent survey of the site and is subject to any such check as may be required by an independent survey.

(6) This Survey is subject to the Survey of the Holland Land Company, 1916.

(7) The Survey was prepared by Lester Freeman, David Scott, and Freeman.



## Permit Approval Request for Holiday Light Show

To whom this may concern,

I am writing to request approval for my holiday light show scheduled for December 2024. I plan to run the show for a total of 22 days, from December 1st to December 29th.

The schedule is as follows:

- **Wednesday to Sunday:** 5 PM - 9 PM (excluding Christmas week)
- **Christmas Week:** Open daily from December 23rd to December 29th, 5 PM - 9 PM

In 2022, my light show averaged about 10 cars per night, though there were a few nights with no visitors, excluding the two nights I had to close due to weather.

Thank you for considering my request. I look forward to your positive response.

Sincerely,  
Michael Bojanowski



Department of  
Transportation

MARIE T

6F(1)

ERIC MEKA, P.E.  
Regional Director

October 10, 2024

David Gunner, Superintendent of Highway  
251 Quaker Road  
East Aurora, NY 14052

Re: **Bridge NY Culvert Local Project Agreement**  
**PIN 5765.54, Comptrollers Contract # D041592**  
**Culvert Replacement, Shearer Avenue over Tannery Brook**  
**Town of Aurora, Erie County**

Dear Mr. Gunner:

The New York State Department of Transportation (NYSDOT) requests for the Town of Aurora to enter into a Bridge NY Culvert Local Project Agreement which details the commitment of both agencies to participate in the administration and funding of the various phases of this project.

Please obtain a Resolution authorizing the Town Supervisor to sign the enclosed Bridge NY Culvert Local Project Agreement with NYSDOT for a total of \$1,271,000. This amount is the 100% State share of the cost for the above project's Engineering (Design I-VI), Right-of-Way Incidentals, Right-of-Way Acquisition & Construction/ Construction Inspection phases. The Town of Aurora must commit to pay, in the first instance, 100% of the State share of the cost of this project's phase. The NYSDOT will reimburse the town as the project is progressed, the State share of the cost of this project's phases. **A copy of a sample Bridge NY Culvert Resolution is enclosed.** Please note that this Resolution is different than the typical Resolution used on previous Federal Aid contracts. This Resolution's language is required for Bridge NY Culvert contracts to avoid rejection by the Office of the State Comptroller. **Reimbursement requests must be submitted to NYSDOT at least once every six months.**

Please email NYSDOT a PDF containing one (1) certified copy of the town's Resolution along with two (2) original and notarized one-sided copies of the enclosed Bridge NY Culvert Local Project Agreement to [Jessica.Hoehn@dot.ny.gov](mailto:Jessica.Hoehn@dot.ny.gov). Your Approved Signatory is required to sign each copy of the Bridge NY Culvert Local Project Agreement. The Agreement also includes an Appendix B which contains 2 documents to be signed/dated. They are a M/WBE, SDVOB, EEO Policy Statement and the Designated Liaison document. Your Approved Signatory needs to complete and sign two (2) original copies of both documents in Appendix B. Page 10 of the enclosed Bridge NY Culvert Local Project Agreement includes the following information; Name, Title, Mailing Address, Telephone Number, Facsimile Number, and Direct E-Mail Address of the Responsible Local Official with the authority to execute the enclosed Agreement with the NYSDOT. Please check this information and make any appropriate additions or corrections.

Questions regarding the enclosed Bridge NY Culvert Local Project Agreement and/or the implementation of the project should be directed to Christopher Church, Regional Local Projects Liaison, at 716-847-3246.

Sincerely,

Nicholas S. Gagliardo, P.E.  
Local Projects Manager



Department of  
Transportation

MARIE

6 F(2)

Regional Director

October 11, 2024

David Gunner, Superintendent of Highway  
Town of Aurora  
251 Quaker Road  
East Aurora, NY 14052

Re: **Bridge NY Local Project Agreement**  
**PIN 5765.46, Comptrollers Contract # D041593**  
**Bridge Replacement, Brooklea Drive over Tannery Brook (BIN 2260840)**  
**Town of Aurora, Erie County**

Dear Mr. Gunner:

The New York State Department of Transportation (NYSDOT) requests for the Town of Aurora to enter into a Bridge NY Local Project Agreement which details the commitment of both agencies to participate in the administration and funding of the various phases of this project.

Please obtain a Resolution authorizing the Town Supervisor to sign the enclosed Bridge NY Local Project Agreement with NYSDOT for a total of \$274,474. This amount is the Federal and Local share of the cost for the above project's Engineering (Design I-VI) & Right-of-Way Incidentals phases. The Town of Aurora must commit to pay, in the first instance, 100% of the Federal and non-Federal share of the cost of this project's phase. The NYSDOT will reimburse the town as the project is progressed, the Federal share of the cost of this project's phases. **A copy of a sample Bridge NY Resolution is enclosed.** Please note that this Resolution is different than the typical Resolution used on Federal Aid contracts. This Resolution's language is required for Bridge NY contracts to avoid rejection by the Office of the State Comptroller.

Please email NYSDOT a PDF containing one (1) certified copy of the town's Resolution along with two (2) original and notarized one-sided copies of the enclosed Bridge NY Local Project Agreement to [Jessica.Hoehn@dot.ny.gov](mailto:Jessica.Hoehn@dot.ny.gov). Your Approved Signatory is required to sign each copy of the Bridge NY Local Project Agreement. Page 9 of the enclosed Bridge NY Local Project Agreement includes the following information; Name, Title, Mailing Address, Telephone Number, Facsimile Number, and Direct E-Mail Address of the Responsible Local Official with the authority to execute the enclosed Agreement with the NYSDOT. Please check this information and make any appropriate additions or corrections. **Reimbursement requests must be submitted to NYSDOT at least once every six months.**

Questions regarding the enclosed Bridge NY Local Project Agreement and/or the implementation of the project should be directed to Christopher Church, Regional Local Projects Liaison, at 716-847-3246.

Sincerely,

Nicholas S. Gagliardo, P.E.  
Local Projects Manager



6F6

October 10, 2024

David Gunner, Superintendent of Highway  
251 Quaker Road  
East Aurora, NY 14052

Re: **Bridge NY Culvert Local Project Agreement**  
**PIN 5765.55, Comptrollers Contract # D041591**  
**Culvert Replacement, Cornwall Road over Cazenovia Creek Tributary**  
**Town of Aurora, Erie County**

Dear Mr. Gunner:

The New York State Department of Transportation (NYSDOT) requests for the Town of Aurora to enter into a Bridge NY Culvert Local Project Agreement which details the commitment of both agencies to participate in the administration and funding of the various phases of this project.

Please obtain a Resolution authorizing the Town Supervisor to sign the enclosed Bridge NY Culvert Local Project Agreement with NYSDOT for a total of \$1,486,000. This amount is the 100% State share of the cost for the above project's Engineering (Design I-VI), Right-of-Way Incidentals, Right-of-Way Acquisition & Construction/ Construction Inspection phases. The Town of Aurora must commit to pay, in the first instance, 100% of the State share of the cost of this project's phase. The NYSDOT will reimburse the town as the project is progressed, the State share of the cost of this project's phases. **A copy of a sample Bridge NY Culvert Resolution is enclosed.** Please note that this Resolution is different than the typical Resolution used on previous Federal Aid contracts. This Resolution's language is required for Bridge NY Culvert contracts to avoid rejection by the Office of the State Comptroller. **Reimbursement requests must be submitted to NYSDOT at least once every six months.**

Please email NYSDOT a PDF containing one (1) certified copy of the town's Resolution along with two (2) original and notarized one-sided copies of the enclosed Bridge NY Culvert Local Project Agreement to **Jessica.Hoehn@dot.ny.gov**. Your Approved Signatory is required to sign each copy of the Bridge NY Culvert Local Project Agreement. The Agreement also includes an Appendix B which contains 2 documents to be signed/dated. They are a M/WBE, SDVOB, EEO Policy Statement and the Designated Liaison document. Your Approved Signatory needs to complete and sign two (2) original copies of both documents in Appendix B. Page 10 of the enclosed Bridge NY Culvert Local Project Agreement includes the following information; Name, Title, Mailing Address, Telephone Number, Facsimile Number, and Direct E-Mail Address of the Responsible Local Official with the authority to execute the enclosed Agreement with the NYSDOT. Please check this information and make any appropriate additions or corrections.

Questions regarding the enclosed Bridge NY Culvert Local Project Agreement and/or the implementation of the project should be directed to Christopher Church, Regional Local Projects Liaison, at 716-847-3246.

Sincerely,

Nicholas S. Gagliardo, P.E.  
Local Projects Manager

**TOWN OF AURORA DOG CONTROL REPORT:**

Sep-24

7A

PHONE CALLS RECEIVED	TOWN OF AURORA	EAPD	NYSP	TOTAL CALLS
Attack/Fighting				
Barking				
Bites				
Cats				
Damage by Dogs				
Deceased Dogs				
Found Dogs	1	1		
Injured/Sick				
Licensing	1			
Loose/Unleashed Dogs	3	4		
Lost Dogs				
Miscellaneous Calls				
Mutual Aid				
MVC-Dogs/Cats				
Other Animals				
Threatening Dogs				
Welfare		1		
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>0</b>	<b>11</b>

**IMPOUNDMENTS:**

DATE	BREED	Amount
9/8/2024	Golden	\$65
9/9/2024	Beagle Mix	\$65
9/12/2024	Pug	\$65
9/12/2024	Pug	\$90

total \$285

## All Calls &amp; Complaints

Summary Report by Date: 09-01-2024 through 09-30-2024, for Category: BUILDING DEPART

7B

Caller Name/Address	Date/Phone	Notes	Closed
<b>Building Department Work Requi</b>			
Donna Senior Center	09-03-24	Please check ladies bathroom faucet not working. Is there a battery in those faucets. Mike I-yes there is a battery. Mike replaced.	09-03-24
Paula town Library	09-03-24	Yellow jackets entering building through a hole in the structure. . Can someone come help asap? Jason/Paul-covered up hole	09-04-24
Liz Pool	09-04-24	Inspect AED machines at pool and at Rec Dept. Mike I-will remove unit when we close the bathrooms.	09-23-24
Chuck Town Library	09-05-24	Write down serial numbers, models and age of all furnaces at the library. 4 Outside AC Unit Lennox 10	09-24-24
Maureen Court	09-05-24	Remove furniture Friday. Will need to put back on Wed. Collin and Jason 1.5 hours	09-11-24
Maureen courthouse	09-05-24	Carpet has arrived for courtroom. please send two people to move table and chairs our of courtroom on Monday. Jason and Collin-1.5 hours	09-06-24
Kathleen Town Hall	09-09-24	Pick up electronics recycling from Kathleen in Supervisor's office. 1 hour	09-10-24
Donna Senior Center	09-10-24	Surplus the Vision treadmill , 4th from the door. It has an out of order sign on it. Mike and Mike-1.5 hours. Remove treadmill, reaarrange other machines and scaled. Switch plugs.	09-16-24
Maureen Town Hall	09-16-24	Please pick up tv from supervisor's office and bring to court. Nick and Collin	09-20-24
Paula Town Library	09-17-24	Water spigot near shed is not working. Please repair.	09-20-24
Sheryl Town Hall	09-18-24	Please bring 15 recycle bins to town hall. Nick and Collin	09-20-24
Paula Town Library	09-20-24	Fence bordering library parkin glot and adjacent to private home has fallen apart while work was being done to new parking lot. Please repair. Mike I	09-23-24



Town of Aurora

# All Calls & Complaints

Summary Report by Date: 09-01-2024 through 09-30-2024, for Category: PARKS - PARKS

Caller Name/Address	Date/Phone	Notes	Closed
<b>Parks</b>			
Dave Knox Parking Lot	09-03-24	Put 20 garbage cans and all recycling cans at Knox on Thursday Sep 12th. PUt out at horse pasture next to new pavillion and at vip lot in soccer parking lot. Called Mike on 9/3 and can pick up 3 electric signs Monday.	09-13-24
Dave T Knox Park	09-05-24	Make sure gator is ready for tomorrow event at Knox. Gassed up and clean. Needs at 6:30AM 9/6	
Dave Knox Park	09-06-24	Bring arrow signs for Borderlands event. Mike and Nick-2 hours	09-13-24
Walt/Dave Knox Soccer Fields	09-06-24	Set up garbages , 2 East Parking lot, 4 West Parking lot. Set up road close sign Gypsy/Rite Aid area. Leaving out for Borderlands.	09-09-24
EAPd#24-015937 dead possum Warren Drive Park	09-11-24	Remove dead possum in park. Jason	09-11-24
Paul Majors Park	09-19-24	Please remove construction debris from Hubbard Road side of park in parking lot in left rear corner.	
Kathleen Majors Park	09-23-24	Read Gas wells. Mike I	10-01-24
Bill Cranston Waldorf School	09-25-24 (716)481-2903	Called to ask about well that hole. Asked Mike I. He said it's on Waldorf property, but someone there asked them to remove old hand pump and they did. They are planning to cap it soon. Writing a work order just to document. Mike I-installed well cap and screwed down.	09-27-24
<b>Total count: Parks</b>			<b>8</b>



7C

**East Aurora / Town of Aurora  
Police Department  
Interdepartmental Correspondence**

**To:** Mayor Peter Mercurio & Village Board; Supervisor Charles Snyder & Town Board

**From:** Patrick Welch, Chief of Police

**Date:** October 10, 2024

**Re:** Monthly Report – September 2024

**General Information**

**Meetings:**

In addition to Village Board, Town Board and Staff meetings I also attended the following:

- Met with School Superintendent Brian Russ and all building Principals regarding the SRO program
- Met with representatives from Lexipol on Officer Wellness Program
- Met with citizens with concerns
- Conducted 1 interview for part-time public safety dispatcher and offered position to Jenna Howe of Arcade, NY
- Met with Mayor, Village Administrator, Fire Chief and Firemen about EMS response in the EAFD district.
- Held labor management meeting with the officers of the PBA
- Held interview for part-time crossing guard and offered position to Mark Andrzejczak.
- Attended the Axon Taser and Body camera Road Show in Niagara County where I was able to learn about and operate the newest models of Taser equipment.



**East Aurora / Town of Aurora  
Police Department  
Interdepartmental Correspondence**

Parking Tickets	10		10(192)
Domestics	3(24)	1(25)	4(49)
9.41 MHL/22.09 PHL	1(21)	2(24)	3(45)
ERPO	0	0	0(10)

**Training:**

Semi- Annual Firearms Qualifications

On September 24<sup>th</sup> and 25<sup>th</sup>, officers completed a one day, eight-hour firearms qualification at the East Aurora Fish and Game Club. Range Officer Lt. Brendon O'Hara conducted the qualification on the handgun, the shotgun and the rifle. All 18.5 members of the department passed firearms qualifications, with no issues reported.

In addition to our semi-annual firearms training, officers were assigned a use of force training. The online training was "MPTC Use of Force Online Training- DCJS Use of Force in Service Training".

Officers Gottstine and Becker attended a three-day course and are now certified Child safety Seat technicians. The certification allows them to inspect and install child car safety seats.

Lt. Waldron attended a NYS DCJS sponsored leadership course on September 12<sup>th</sup> and 13<sup>th</sup>.

Arrests / Investigations

Outside of the arrests and reported crimes in the above chart, of note Officers also investigated the following:

- An investigation into a missing person on Davis Road in the town of Aurora on September 17<sup>th</sup>. A 55-year-old



## East Aurora / Town of Aurora Police Department Interdepartmental Correspondence

### Special Events:

The annual Taste of East Aurora, sponsored by the EA Chamber of Commerce, was held on Saturday, September 7<sup>th</sup>. The event was well attended. The EAPD provided police bike patrols and crossing guards for the event. The department's newly purchased surveillance camera trailer was utilized on Main Street. There were no issues reported.

### Statistics

Activity	Village	Outside of Village	Total (YTD)
Police calls	723 (7223)	373(3640)	1236(11,003)
Fire/EMS calls			403(3935)
Response Time	3.9 minutes	4.6 minutes	
Property Damage Accident	17	7	24(202)
Injury Accidents	1/0 Fatal	3/0 Fatal	4(37)0(Fatal)
Leaving Scene Acc	1	1	2 (24)
Crimes Against Persons (Agg. Harassment/ Assault)	0	0	1(36)
Crimes-Drugs	0	0	0(1)
Crimes-Property (Larceny/Criminal Mischief)	3	2	5(66)
Burglary/Trespass	0	2	2(13)
S&R-Lic/Reg	3	4	7(53)
DWI	0	2	2(35)
Warrant Arrests	0	0	0(6)
Traffic Tickets	90(644)	34(258)	124 (902)