

TOWN OF AURORA

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

MEMO

TO: Supervisor Snyder and Town Board Members

FROM: Elizabeth Cassidy, Code Enforcement Officer

DATE: October 28, 2024

The Building Department has received a Special Use Permit application for a short-term rental at 603 Jewett Holmwood Rd as per Town Code section 116-8.5B(15). Sarah Connaughton, owner of the property, would like to continue renting the existing basement apartment on a short-term basis. There are no physical changes to the property proposed at this time. The property is zoned RR along the road and A behind and the existing dwelling is in the A District.

Town Code section 116-41A(2) states that the Town Board may take one of the following actions:

- 1-take no action
- 2-request modification and resubmission
- 3-request a site plan application (*not applicable*)
- 4-refer the application to the Planning Board for review and recommendation.

If the Board refers it to Planning Board, a public hearing should be scheduled prior to a decision on SEQRA and the application. The application should be sent to Erie County Department of Planning for their review and recommendation due to the proximity of a County highway (Jewett Holmwood Rd).

This is an Unlisted action for purposes of SEQRA.

Thank you
Liz Cassidy



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

TB: 12/12/24
PB: 12/4/24
PH:
TB:

Special Use Permit Application Form

I. PROJECT INFORMATION (Applicant/Petitioner):

Business/Project Name: Best Vew AIRBNB
Business/Project Address: 603 Jewett Holmwood rd
Applicant Name: Sarah Connaughton
Mailing Address: 603 Jewett Holmwood rd
City East Aurora State NY ZIP 14052
Phone 716-480-4016 Fax _____ Email sarahc9516@aol.com
Interest in the property (ex: 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) same
If a corporate, please name a responsible party/designated officer: _____
Address _____
City _____ State _____ ZIP _____
Phone _____ Fax _____ Email _____

III. SPECIAL USE AND PROPERTY INFORMATION:

Property Address 603 Jewett Holmwood rd
SBL# 174.00-3-26.211
Describe Special Use requested (use additional pages if needed): _____
Special use permit to conduit an AirBNB short term rental in basement Apartment of my home.
Property size in acres 11.6 Property Frontage in feet 416 ft
Zoning District Rural-residential Surrounding Zoning rural-residential
Current Use of Property private residence
Size of existing building(s): 2,230 sf Size of proposed building(s) Apt @1000sq ft sf
Present/Prior tenant/use: Basement of private residence
Parking spaces: Existing: 4 Proposed additional spaces: 0 Total #: 4

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

Peak hours: _____

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

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

- a. Building Permit _____
- b. Sign Permit _____

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*)

Sarah Connaughton
 Signature of Applicant/Petitioner
Sarah Connaughton
 Print name of Applicant/Petitioner



State of New York; County of Erie

On the 25th day of October 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.

Sheryla A. Miller
 Notary Public
 SHERYLA. MILLER
 Reg. #01M16128663
 Notary Public, State of New York
 Qualified In Erie County
 Commission Expires June 13, 2025

Office Use Only: Date received: _____ Receipt #: _____

Application reviewed by: _____

October 24, 2024

Sarah Connaughton
603 Jewett Holmwood Rd
East Aurora NY 14052
716-480-4016

To the Town of East Aurora Board,,

Subject: Short Term Rental Permit

I am submitting an request for a East Aurora Town permit for short term rental at my home. I have currently rented this basement separate 1 bedroom space through Airbnb since 2019. The space itself has a private entrance, kitchenette full bath and washer and dryer, along with a fenced yard for pets, and one parking space deigned by guest parking sign. 2 exits,3 egressed windows. I allow a minimum of 2 nights to max 2 weeks adults only, generally starting (after my first mow) May to November. No winter months.

Working with the Airbnb website has been very successful for me, I have had no major problems or concerns. I have been able to supplement my income for my retired life style, meet some friendly folks!

Thank You for your consideration on this short term permit application! You are welcome to see this rental space through link provided.

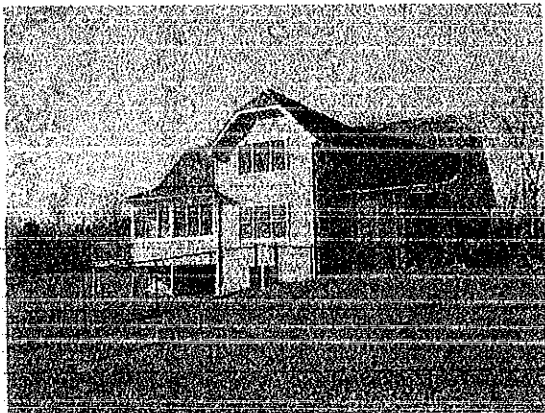
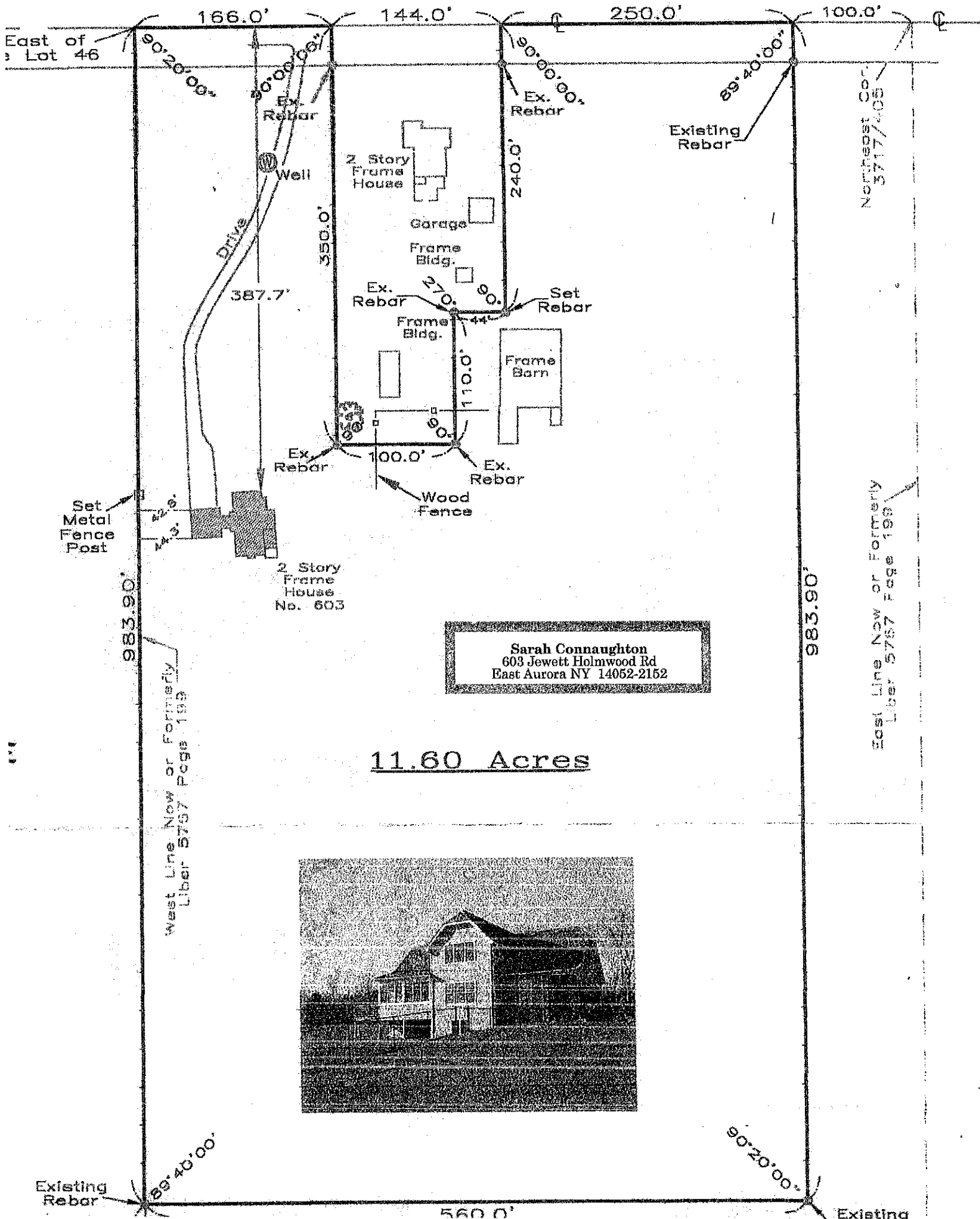
[airbnb.com/h/countryview-dogyard-apt.](https://www.airbnb.com/h/countryview-dogyard-apt)

Sincerely yours,

Sarah Connaughton

A handwritten signature in black ink that reads "Sarah Connaughton". The signature is written in a cursive style with a large, sweeping flourish at the end.

Jewett Holmwood Road



National Association

Covers: part of Lot No. 46, Township 9, Range 6, described as follows:
 Beginning at a point in the center of what is now known as the Jewett-Holmwood Road 668 feet east from the west line of said Lot No. 46 as now established on the ground; thence easterly along the center of said Jewett-Holmwood Road 410 feet to a point distant 250 feet westerly of the northeast corner of land conveyed to Belle Knights and Helen M. Schelle by deed recorded in liber 3717 of Deeds at page 405 as measured along the center line of Jewett-Holmwood Road; thence southerly upon an included angle of 89° 40' a distance of 533 feet; thence westerly and parallel with the center line of Jewett-Holmwood Road 410 feet; thence northerly parallel to the east line hereof 533 passing over a concrete monument set immediately within the south bounds of Jewett-Holmwood Road to the place of beginning, said last mentioned line making an included angle with Jewett-Holmwood Road of 90° 20', subject to easements, restrictions and rights of way of record, if any

Klw
 September 11, 1995
 PEH-DRD

~~Affiant~~

~~Affiant~~

~~of~~

Sworn to September 29, 1995

Rec: September 29, 1995

Lola Hirsekorn

Liber 10891 of Deeds, page 8520

Recites: that she has resided at premises commonly known as 595 Jewett-Holmwood for the past 9 years and is the sole owner of said property: that her attention has been called to above deed No. 26, which reserved rights to Carour L. Sheldon and Alida K. Sheldon, his wife: that said rights have been terminated long ago by its own terms and there are no remaining rights now vested in Carour L. Sheldon and Alida K. Sheldon, his wife or persons claiming under them: that her attention has been called to above deed No. 31: that said transfer did not render the grantor Robert Hirsekorn insolvent and was not intended to defraud his creditors.

35. Lola Hirsekorn

Warranty Deed

-To-

Dated: September 29, 1995

Rec.: September 29, 1995

Sarah W. Connaughton

Liber 10891 of Deeds, page 8522

Conveys: premises

Sarah Connaughton
 603 Jewett Holmwood Rd
 East Aurora NY 14052-2152

Short Environmental Assessment Form

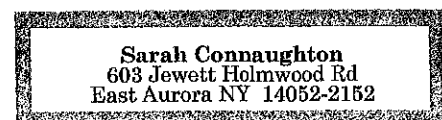
Part 1 - Project Information

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			
Sarah Connaughton			
Name of Action or Project:		Bestview Airbnb	
Project Location (describe, and attach a location map):			
603 Jewett Holmwood rd			
Brief Description of Proposed Action:			
Using my home basement as an short term rental. This space meets all requirements for a short tem rental of a fully furnished 1 bedroom apartment.			
Name of Applicant or Sponsor:		Telephone:	716-480-4016
Sarah Connaughton		E-Mail:	sarahc9516@aol.com
Address:			
603 Jewett Holmwood rd			
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?			NO
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.			YES
			<input type="checkbox"/>
			<input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
			<input checked="" type="checkbox"/>
			<input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?	11.6 ac	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?	0	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?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
	<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: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: <u>existing</u>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: <u>existing</u>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<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?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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: _____	NO	YES	
	<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 checked="" 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 plain?	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? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____	NO	YES	
	<input 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)? If Yes, explain purpose and size: _____ _____</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? If Yes, describe: _____ _____</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? If Yes, describe: _____ _____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: <u>Sarah Connaughton</u></p>		<p>Date: <u>10/24/2024</u></p>
<p>Signature: <u>Sarah Connaughton</u></p>		

PRINT FORM

Sarah Connaughton
 603 Jewett Holmwood Rd
 East Aurora NY 14052-2152