



# Town of Lancaster

## TOWN PLANNING BOARD

21 Central Avenue  
LANCASTER, NEW YORK 14086

October 19, 2011

Planning Board Members:

Stanley J. Keysa, Chairman  
Rebecca Anderson  
Neil Connelly  
Kristin McCracken  
Lawrence Korzeniewski  
Steven Socha  
Melvin Szymanski

Town Board Members:

Robert H. Giza  
John M. Abraham, Jr.  
Mark Aquino  
Ronald Ruffino, Sr.  
Donna G. Stempniak

Engineering Consultant:

Robert Harris, Wm. Schutt & Associates

Town Attorney:

John M. Dudziak

Town Highway Superintendent:

Daniel J. Amatura

Building & Zoning Inspector:

Jeffrey H. Simme

Gentlemen/Ladies:

Enclosed is a draft copy of the minutes of a meeting of the Planning Board of Lancaster which was held on October 19, 2011. Please review it for errors and completeness. These minutes will not become final until approved at a subsequent Planning Board meeting, and may be amended before approval.

Sincerely yours,

Stanley J. Keysa  
Planning Board Chairman

SJK:mn  
Encl.

A meeting of the Planning Board of the Town of Lancaster, Erie County, New York was held at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York, on the nineteenth day of October 2011, at 7:30 P.M, and there were present:

PRESENT: Stanley J. Keysa, Chairman  
Rebecca Anderson, Member  
Neil Connelly, Member  
Kristin McCracken, Member  
Lawrence Korzeniewski, Member  
Steven Socha, Member  
Melvin Szymanski, Member

EXCUSED: None

ABSENT: None

ALSO PRESENT:

Town Board Members: Donna Stempniak

Other Elected Officials: None

Town Staff: Robert Harris, Engineering Consultant-Wm. Schutt & Assoc.  
Jeffrey Simme, Town Building Inspector  
Nicholas LoCicero, Town Prosecutor  
Mary Nowak, Recording Secretary

Meeting called to order by Chair Keysa at 7:35 P.M.

Pledge of Allegiance led by Town Engineer Robert Harris.

Minutes - Motion was made by Steven Socha to approve the minutes from the September 7, 2011 Planning Board meeting. Motion seconded by Neil Connelly and unanimously carried.

**Communications received by September 21<sup>st</sup> 2011  
for the Town of Lancaster Planning Board**

- 9-21-01 Minutes of special Town Board meeting held September 12<sup>th</sup> 2011 at which the Municipal Review Committee conducted a SEQR review of the site plan for a proposed addition to Vestrax, LLC Polyfusion building at 30 Ward Road (negative declaration issued).
- 9-21-02 Letter dated September 15<sup>th</sup> 2011 from Town Clerk Johanna Coleman to Ronald Folkman of Vestrax, LLC Polyfusion transmitting Town Board resolution approving site plan for addition at 30 Ward Road.
- 9-21-03 Letter dated September 15<sup>th</sup> 2011 from Town Clerk to William Kissinger of 6410 Transit Road transmitting Town Board resolution approving site plan for addition to existing structure at 6447 Transit Road for use as Pool Mart store.
- 9-21-04 Memo dated September 16<sup>th</sup> 2011 from Supervising Code Enforcement Officer Jeffrey Simme notifying Planning Board members and other that meeting scheduled for September 21<sup>st</sup> 2011 has been cancelled.

**Communications received by October 5<sup>th</sup> 2011  
for the Town of Lancaster Planning Board**

- 10-5-01 Planning Board expense ledger as of September 30<sup>th</sup> 2011 from the Supervisor's Office.
- 10-5-02 Emailed newsletter of Partners for a Livable Western New York dated September 13<sup>th</sup> 2011.
- 10-5-03 CRT News for September 2011.
- 10-5-04 Copy of letter dated September 22<sup>nd</sup> 2011 from Town Clerk Johanna Coleman to Dean Sutton Architects transmitting Town Board resolution approving site plan for additions to Forestview Restaurant at 4871 Transit Road.
- 10-5-05 E-mail dated September 22<sup>nd</sup> 2011 from GBNRTC with agenda for meeting of October 5<sup>th</sup> 2011 at NYS Thruway Authority, 455 Cayuga Rd Suite 800.

- 10-5-06 E-mail request dated September 30<sup>th</sup> 2011 from Neil Connelly asking to be excused from meeting on October 5<sup>th</sup> due to conflict with school activities.
- 10-5-07 Planning Board expense ledger as of September 30<sup>th</sup> 2011 from Supervisor's Office.
- 10-5-08 Notice received September 21<sup>st</sup> 2011 from TVGA Consultants announcing a workshop on various planning issues to be held October 21<sup>st</sup> 2011 at Michael's Banquet Facility (\$60/ head).
- 10-5-09 Memo dated September 30<sup>th</sup> 2011 from Supervising Code Enforcement Office Jeff Simme notifying Planning Board members that PB meeting scheduled for October 5<sup>th</sup> 2011 had been cancelled.

**Communications received by October 19<sup>th</sup> 2011  
for the Town of Lancaster Planning Board**

- 10-19-01 E-mailed newsletter of Partners for a Livable Western New York dated October 4<sup>th</sup> 2011.
- 10-19-02 E-mailed newsletter of GBNRTC dated October 4<sup>th</sup> 2011.
- 10-19-03 Memo dated October 6<sup>th</sup> 2011 from Director of Administration & Finance David Brown; shows no increase in stipend for 2012, modest increases in various expenses.
- 10-19-04 E-mail dated October 7<sup>th</sup> 2011 from Joanna Panasiewicz of EC DEP re Erie County Water Quality Committee and annual meeting on October 19<sup>th</sup> 2011.
- 10-19-05 E-mailed newsletter of Partners for a Livable Western New York dated October 17<sup>th</sup> 2011.
- 10-19-06 September/October 2011 issue of Talk of the Towns & Topics.
- 10-19-07 E-mailed memo dated October 18<sup>th</sup> 2011 from Carrie Hocienec of ECIDA transmitting notice of "Buffalo Green Code" or citywide development plan, to be unveiled at ECC City Campus on October 29<sup>th</sup> from 9 am to 3 pm.
- 10-19-08 Minutes of Zoning Board of Appeals held October 17<sup>th</sup> 2011 at which the ZBA considered: 1.) petition of Steven and Arlene Ford of 44 Creekwood Drive for separation variance for storage shed (denied); and 2.) petition of Timothy Odrobina of 458 Townline Road for area variance for barn (granted).
- 10-19-09 Minutes of Erie County Water Quality Committee held September 21<sup>st</sup> 2011.
- 10-19-10 E-mailed memo dated October 19<sup>th</sup> 2011 from Town Clerk transmitting information re time to apply for inclusion in EC agricultural districts.

## ACTION ITEM -

INFORMAL PRESENTATION – HEARING ON PROPOSED PUBLIC SAFETY BUILDING, “PAVEMENT ROAD”. CONTACT PERSON: GWEN HOWARD – FOIT ALBERT ASSOCIATES.

Gwen Howard of Foit-Albert Associates presented to the Planning Board the site layout for the proposed Public Safety Building located at 525 Pavement Road. The Public Safety Building will house the Town of Lancaster Police Headquarters and Court Building. The Public Safety Building will be located on the north side of the existing main entrance to 525 Pavement Road. The following items were discussed:

Parking lots - The site layout shows a public entrance off the main entry road at 525 Pavement Road to a 60-space parking lot. The police entrance to the northwest will be secured, and the 51-space parking lot for the police and courts will be fenced and secured.

Drainage – Ms. Howard explained that this site is suitable for infiltration. As a result there will be no onsite detention pond.

Lighting – There will be lights at the main entrance and pole lights in the parking lots. Light pole height will not exceed 15 feet. Also, lighting from the inside of the building will emanate out through the glass areas.

Landscaping – Due to both a limited budget and a limited amount of greenspace, there will be minimal landscaping on the site. All landscaping will be kept at a very low height for security purposes.

Outside building design – The site layout shows the first floor of the building to be Roman brick-colored with ribbon windows. The second level is shown to be set back on the west and south sides, but flush with the east and north sides of the building. The glass area shown on the site layout may be a ventilated area.

Emergency generator and dumpsters will be screened.

The pistol range will not be part of this building. It will be in a separate building at a remote location on this site.

## DETERMINATION

Based on the information presented to the Planning Board, a motion was made by Lawrence Korzeniewski to recommend approval of the site layout as presented to the Town Board. Motion seconded by Kristin McCracken and unanimously carried. Roll call vote as follows:

Chair Keysa - Yes	Kristin McCracken - Yes
Rebecca Anderson - Yes	Steven Socha - Yes
Neil Connelly - Yes	Melvin Szymanski - Yes
Lawrence Korzeniewski - Yes	

OTHER MATTERS – None

At 7:58PM Melvin Szymanski made a motion to adjourn the meeting. Motion seconded by Rebecca Anderson and unanimously carried.