January 22, 2020

Planning Board Members:
Neil Connelly, Chairman
Rebecca Anderson
Anthony Gorski
Joseph Keefe
Stanley Jay Keysa III
Lawrence Korzeniewski
Kristin McCracken

Town Board Members:
Ronald Ruffino, Sr., Supervisor
Adam Dickman
Robert Leary
David Mazur

Engineering Consultant:
Ed Schiller, Wm. Schutt & Associates

Town Attorney:
Kevin E. Loftus

Town Highway Superintendent:
Daniel J. Amatura

Building & Zoning Inspector:
Matthew Fischione

Gentlemen/Ladies:
Enclosed is a draft copy of the minutes of a meeting of the Planning Board of Lancaster which was held January 22, 2020. 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,

Neil R. Connelly
Planning Board Chairman

NRC:cm
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 22nd day of January 2020 at 7:00 P.M. and there were present:

PRESENT: Neil Connelly, Chairman
          Rebecca Anderson, Member
          Anthony Gorski, Member
          Joseph Keefe, Member
          Stanley Jay Keysa III, Member
          Lawrence Korzeniewski, Member
          Kristin McCracken, Member

EXCUSED: David Mazur, Council member

ALSO PRESENT: None

Town Board Members: None
Other Elected Officials: None

Town Staff: Ed Schiller, Engineering Consultant
            Kevin Loftus, Town Attorney
            Matt Fischione, Code Enforcement Officer
            Cynthia Maciejewski, Recording Secretary
Meeting called to order by Chair Connelly at 7:00 P.M.

Pledge of Allegiance led by Chair Connelly.

Minutes-A motion was made by Anthony Gorski to approve the minutes from the January 8, 2020 Planning Board meeting. Motion seconded by Kristin McCracken and unanimously carried.

Town of Lancaster Planning Board
Communications-January 22, 2020

1.22.01 Copy of resolution adopted by Town Board on 1/06/20 naming appointees of the Town Board.

1.22.02 SEQR response dated 1/03/20 from Erie County Division of Planning in regards to the Westwood 3-Lot Subdivision.

1.22.03 ZBA minutes of the meeting held 1/09/20.

1.22.04 Copy of resolution adopted by Town Board on 1/06/20 approving the amended final plat, to incorporate Juliette Drive, into the common areas at Hamlet Meadows.

1.22.05 Memo dated 1/09/20 from Matt Fischione to Planning Board members, clarifying density calculation.

1.22.06 Letter dated 1/9/20 from Matt Fischione to Planning Board members regarding Westwood Subdivision, Project #9075.

PUBLIC HEARING SCHEDULED FOR 7:05 P.M.
At 7:05 p.m. the Planning Board held a Public Hearing to hear all interested persons upon an application for a revised preliminary plat plan for the proposed Westwood 3-Lot Subdivision and one exception lot located west of Townline Rd. on the north side of Westwood Rd., S.B.L. 106.00-2-12.111, Project #9075.

NAME OF PERSON(S) ADDRESSING THE PLANNING BOARD ON THIS SUBJECT
    Proponent/Opponent
Jason Burford of GPI representing CMK Builders
    Comments/Questions
    Proponent
Mr. Burford stated that the additional items requested at the 1/8/20 Planning Board meeting were submitted.
A motion was made by Kristin McCracken at 7:07 p.m. to close the public hearing for the Westwood Rd. 3-Lot subdivision and one exception lot. Motion seconded by Joseph Keefe.

Roll call as follows:
Chairman Connelly-Yes
Rebecca Anderson-Yes
Anthony Gorski-Yes
Joseph Keefe-Yes
Stanley Jay Keysa III-Yes
Lawrence Korzeniewski-Yes
Kristin McCracken-Yes

Motion carried.

Planning Board Minutes
SEQR Review
JANUARY 22, 2020

The Planning Board held its meeting at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York on the 22nd day of January 2020 at 7:08 p.m. and there were

PRESENT:
REBECCA ANDERSON, PLANNING BOARD MEMBER
ANTHONY GORSKI, PLANNING BOARD MEMBER
JOSEPH KEEFE, PLANNING BOARD MEMBER
STANLEY JAY KEYSA III, PLANNING BOARD MEMBER
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER
KRISTIN MCCRACKEN, PLANNING BOARD MEMBER
NEIL CONNELLY, PLANNING BOARD CHAIRMAN

EXCUSED:
DAVID MAZUR, COUNCIL MEMBER

ALSO PRESENT:
MATTHEW FISCHIONE, CODE ENFORCEMENT OFFICER
EDWARD SCHILLER, ENGINEER, WM. SCHUTT & ASSOC.
KEVIN LOFTUS, TOWN ATTORNEY
CYNTHIA MACIEJEWSKI, RECORDING SECRETARY

PURPOSE OF MEETING:
IN THE MATTER OF THE STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) OF THE WESTWOOD SUBDIVISION LOCATED NORTH SIDE OF WESTWOOD RD AND WEST OF TOWNLINE RD

The Planning Board reviewed the Short Environmental Assessment Form for a 3 lot subdivision and 1 exception lot containing original family residence and agricultural operation matter with an item for item review and discussion of the project impact and magnitude as outlined on the Short Environmental Assessment Form entitled “Part 2 Impact Assessment” which was provided to each member.

PLEASE TAKE NOTICE, that the Planning Board of the Town of Lancaster, acting as an advisory committee to provide input to the Town Board, the designated lead agency under the State
Environmental Quality Review Act (SEQRA), has reviewed the following described proposed action, which is an unlisted action, and that committee recommends that there are no significant adverse environmental impacts relative to the criteria found in 6 NYCRR §617.d, and further recommends that the lead agency issue a Negative Declaration for the purposes of Article 8 of the Environmental Conservation Law in accordance with §617.12.

NAME AND ADDRESS OF LEAD AGENCY

Lancaster Town Board
21 Central Avenue
Lancaster, New York 14086
Kevin Loftus, Town Attorney
716-684-3342

NATURE, EXTENT AND LOCATION OF ACTION:

The proposed development is of a parcel involving approximately 21 acres.

The location of the premises being reviewed is 0 Westwood Rd. S.B.L. 106.00-2-12.111, Lancaster, New York 14086, Erie County.

This project described as a 3-lot subdivision with 1 exception lot on 2 acre physically disturbed area.

THE FOLLOWING MOTION TO OFFER A NEGATIVE DECLARATION WAS OFFERED BY MEMBER KORZENIEWSKI, WHO MOVED ITS ADOPTION, SECONDED BY MEMBER KEYSIA, TO WIT:

REASONS SUPPORTING RECOMMENDATION
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations? No impact
2. Will the proposed action result in a change in the use or intensity of use of land? No impact
3. Will the proposed action impair the character or quality of the existing community? No impact
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)? The Town of Lancaster has not established a Critical Environmental Area (CEA).
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? No impact
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? No impact
7. Will the proposed action impact existing: a. Public/private water supplies? No impact
b. Public/private wastewater treatment utilities? No impact

8. Will the proposed action impair the character or quality of important historic, archeological, architectural or aesthetic resources? No impact

9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flor or fauna)? No impact

Army Corp. of Engineers must grant approval.

10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems? No impact

11. Will the proposed action create a hazard to environmental resources or human health? No impact

and,

BE IT FURTHER

RESOLVED, that the Planning Board recommendation be sent to the Town Board, for its review and consideration as the lead agency for the Action.

The question of the adoption of the foregoing Recommendation was duly put to a vote which resulted as follows:

REBECCA ANDERSON, PLANNING BOARD MEMBER VOTED YES
ANTHONY GORSKI, PLANNING BOARD MEMBER VOTED YES
JOSEPH KEEFE, PLANNING BOARD MEMBER VOTED YES
STANLEY JAY KEYS III, PLANNING BOARD MEMBER VOTED YES
LAWRENCE KORZENIIEWSKI, PLANNING BOARD MEMBER VOTED YES
KRISTIN MCCACKEN, PLANNING BOARD MEMBER VOTED YES
NEIL CONNELLY, PLANNING BOARD CHAIRMAN VOTED YES

The Motion to recommend was thereupon adopted.

January 22, 2020

REVISED PRELIMINARY PLAT PLAN- PROJECT #9075, WESTWOOD SUBDIVISION LOCATED WEST OF TOWN LINE ROAD. SUBDIVISION OF PROPERTY INTO 3 RESIDENTIAL BUILDING LOTS FOR SINGLE FAMILY HOMES. CONNECTION TO PUBLIC WATER SUPPLY, PRIVATE SEPTIC SYSTEMS.

Sidewalk Waiver- Request letter has been submitted to the Town Board.
Owner identification- Owners of the adjoining properties have now been identified.
Soil bearing reports- Soils are limited for capacity. Architect to design foundations accordingly.
Grading plans- Individual grading plans be submitted with each building permit application for Town Engineering approval.

DETERMINATION
Based on the information presented to the Planning Board, a motion was made by Joseph Keefe to recommend approval of the Revised Preliminary Plat Plan to the Town Board with the following conditions:

1. Soil bearing reports to be submitted
2. Individual grading plans for each building permit application
3. Sign off from Army Corp of Engineers
4. Issuance of sidewalk waiver

Motion seconded by Anthony Gorski.

Roll call as follows:
Chairman Connelly-Yes
Rebecca Anderson-Yes
Anthony Gorski-Yes
Joseph Keefe-Yes
Stanley Jay Keysa III-Yes
Lawrence Korzeniewski-Yes
Kristin McCracken-Yes

Motion carried.

Other items discussed:

Public participation at Planning Board meetings:
Two of the Town Board members are recommending that the public be allowed to speak at the Planning Board meetings. The rules of order need to be discussed. Currently information from residents and interested parties is being accepted through letters, phone calls and emails. Time limits similar to those set at the Town Board meetings and keeping the discussion to items on the agenda were suggested. The speakers should address the Planning Board members and not the applicants. No changes would be made pertaining to Public Hearing for Subdivisions. This will obviously add to the duration of the Planning Board meetings and possible police presence will be necessary. Requesting the speakers to submit request to speak in advance of the meeting was suggested. Council member Mazur will be the liaison to the Planning Board. SEQR review, public hearings and now public participation have been added to the Planning Board duties. The Planning Board will stay as only an advisory body.

James Ostroff will submit his comments from the work session to Chair Connelly.

Comment letters are not being submitted from all department heads concerning projects.

The zoning code update is in the hands of outside counsel currently.

At 7:42 p.m. a motion was made by Chair Connelly and seconded by Kristin McCracken to adjourn the meeting. Motion carried.
MEMO

TO: Honorable Town Board
    Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: January 22, 2020

RE: Westwood 3-Lot Subdivision

PROJECT #: 9075

LOCATION: 0 Westwood Road, S.B.L. 106.00-2-12.111

TYPE: REVISED PRELIMINARY PLAT PLAN

RECOMMENDATION: Approve

Roll call vote:
Chair Connelly-Yes
Rebecca Anderson-Yes
Anthony Gorski-Yes
Joseph Keefe-Yes
Stanley Jay Keysa III-Yes
Lawrence Korzeniewski-Yes
Kristin McCracken-Yes

CONDITIONS: 1. Soil bearing reports to be submitted
2. Individual grading plans for each building permit application
3. Sign off from Army Corp of Engineers
4. Issuance of sidewalk waiver

CONCERNS: N/A