

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

February 4th, 2026

Members Present: Chairman, Doug Crow
Norm Merriman
Angela Griffis
Chelsea Root
Tim Stroth

Alternate Member: Ben Garvey
William Heidt

Absent/ Excused: Chris Contento
Laurie Katina

Also Present: Mike Berger, Sutton Architecture
Jason Burford, GPI Engineering Project Manager
Joey Tripi, Bammel Architecture
Rich Miga, Assistant Code Enforcement Officer

Chairman, Doug Crow presided over the meeting which began at 6:59 p.m. at the Town Hall, 575 Oakwood Avenue, East Aurora, NY. He led the recitation of the Pledge of Allegiance to the Flag.

William Heidt makes a motion to approve January 7th, 2026 minutes.

Second by Tim Stroth

Upon a vote being taken:

Ayes- 7

Noes- 0

Motion carried

ADMINISTRATIVE BUSINESS:

Chairman, Doug Crow states there are 7 voting members present.

South Towns Working Group: Tim Stroth states there was a quarterly meeting scheduled for January 23rd however, it was canceled due to weather.

NEW BUSINESS: The Town Board made a referral to the Planning Board for the review and recommendation of a Site Plan application for 359 Quaker Road SBL# 175.06-3-9, as submitted by PCW

Enterprises LLC. The application is redeveloping the present site. That will include the demolition of the existing structure and the construction of a new dental office.

Chairman, Doug Crow ask for an introduction of the applicant and brief description of the project.

Michael Berger, from Sutton Architecture

Jason Burford, from GPI

Jason Burford states the intention is to construct a new structure to be used as a new dental office. The present structure will be demolished. There will be more than adequate parking which will meet code. After receiving proper variances for side and rear setbacks, extensive landscaping will be done. There will be new connection to the sanitary sewer to the manhole east. The drainage will be contained to the open swale and the DOT drainage system. Easements have been given by the neighboring property.

Chairman, Doug Crow asks if the changes for water and sewer will disrupt the road.

Jason Burford states the road will have to be disturbed for the water tap and sewer.

Chairman, Doug Crow asks CEO, Rich Miga about the rear and side setback as well as lot coverage variances.

CEO, Rich Miga states the variances were approved for rear and side setbacks and lot coverage, November 19th, 2025. Case # 1530.

Chairman, Doug Crow reconfirms that the project requires a Site Plan due to square footage being over 2500 square feet. The dental office is an allowable use in a C2, or C3, but both requiring a SUP.

Norm Merriman asks if the sewer as it is drawn, have capability in the future for other tie ins. Would the crossing under the road be big enough for anything in the future, if applicable.

Multiple people talking.

William Heidt asks why there is so much emphasis on screening, especially to the front of the building. Why did it not continue around to the side parking.

Jason Burford states the shrubs along the front parking lot will help hinder the vehicle headlights from going into the street. The side parking lot headlights will be facing into the east. And the sewer extension will be going through there. There will be an area for a sign. The lot size is also a factor.

Chairman, Doug Crow reiterates that the code for commercial properties parking, is to be on the side or in the rear. However, the lot size limits having parking in the rear, and allowing the front parking does not make it any worse than it currently is.

William Heidt asks if at the time of the application has there been any movement in regards to the variance to the State for the fire hydrant location.

Jason Burford states not currently. He is looking for support from Building Department and fire chief for support which may weigh in on a decision.

Chairman, Doug Crow asks CEO, Rich Miga for any input.

CEO, Rich Miga states he is currently not sure if it's a routine or board review. He will discuss it with CEO, Liz Cassidy.

* Following the meeting CEO, Rich Miga had conversation with CEO, Liz Cassidy. It is a board review and the department is currently waiting for documentation.

Chairman, Doug Crow asks what would happen if a variance is not approved. Would a new hydrant be required. Changes would need to be made to the Site Plan.

Jason Burford states they would have to tap into the main, which would come at a large expense.

Angela Griffis states that on the SEQR it is indicated the site of the proposed action, or lands adjoining the proposed action contain wetlands. She asks if the DEC has been contacted.

Jason Burford states the proposed site does not have wetlands. The adjacent property does.

Tim Stroth states the last email transmittal sent to CEO, Liz Cassidy, from Jason Burford, on December 27, 2025 indicates a photo metric plan can be provided with fixture details, along with lighting plan and signage details.

Jason Burford states that information is on the civil plans.

Multiple people talking.

Chairman, Doug Crow states he does not see any information regarding signage.

Jason Burford states it will be the same size, nonelite, double sided, in the same location.

CEO, Rich Miga states the sign will require a separate permit.

Angela Griffis asks about lighting on building, and parking lots. Will they be on at all times, or specific hours.

Jason Burford states they will be timed light to coincide with business hours. They are basically there for safety.

Chairman, Doug Crow suggests to Jason Burford to review the new lighting code. Some of the changes are retroactive for commercial properties. Some of the lighting times have some new restrictions. How bright they can be. How long can they be on.

Jason Burford also confirms there is more than enough parking currently there. It is based on the number of doctors, employees etc. There is more there than required by code.

Chairman, Doug Crow asks for a motion.

Norm Merriman made a motion to the Planning Board to recommend to the Town Board, to approve the Site Plan request for 359 Quaker Road SBL# 175.06-3-9 as presented by PCW Enterprises LLC. for the redevelopment of the present site that will include the demolition of the existing structure and new construction of a new dental office, and the need of a SUP for the business.

Tim Stroth amends the motion to add any successful resolution of the NYS variance for the hydrant and sign permit application.

Seconded by Tim Stroth

Upon a vote being taken:

Ayes- 7

Noes- 0

Motion carried.

Tim Stroth made a motion to the Planning Board to recommend to the Town Board to approve the SUP application as submitted.

Seconded by Ben Garvey

Upon at vote being taken

Ayes- 7

Noes- 0

Motion carried.

Sketch meeting for 1843-1851 Davis Road, for the West Falls Center of Arts which received a portion of the funding from NYS Forward Grant. Represented by Joey Tripi, Bammel Architects. They are here looking for the Planning Boards input prior to finalizing the details that will be submitted to the state for the intended project.

Joey Tripi, from Bammel Architects introduces himself. He provides an outline of the proposed project. West Falls Center of the arts is looking to expand their cultural and community programs. The plans are for an outdoor amphitheater using the old pond location There will be a restroom area, a concession area, a food truck area as well as two open air pavilions. It is important to know that only one single event will be scheduled per day, through the summer months. They are to include craft shows, chicken barbeques, small music performances, to name just a few of the possibilities. The amphitheater will be made in the drained pond. It will create natural acoustics benefits. There will be natural walking paths. There will be improved drainage to the

creek to the east of the property as well as natural ground absorption. For noise control there with the existing and added trees. A decibel study will be done. The parking will be based on the event. There are presently ninety spaces which is almost double the required capacity of fifty-five. For lighting, the pole fixtures are twenty feet tall with a two-foot candle spread.

Multiple people talking.

Chairman, Doug Crow states the hot topics will be sound, keeping in mind, The Blueberry Treehouse is just to the south. They also have concerts. Details of the hours and how loud the concerts will be. The capacity and traffic for an event will also be a topic of concern by the community.

Angela Griffis ask the details of parking.

Joey Tripi states there already fifty-five spaces. The plan will include adding thirty-five spaces and forty-three overflow.

Chelsea Root suggests revising the period for events from general summer to possibly April through October to expand event opportunities.

William Heidt has concerns regarding stormwater. With the pond being removed he suggests to have infiltration testing done.

Multiple people talking regarding drainage.

Angela Griffis asks about lighting plans. Lighting that will be helpful on pathways.

Joey Tripi states they will review proposed new lighting codes prior to submitting plan.

William Heidt questions the meaning of event. Can all areas be used for one event on that day. Will a SUP permit be required for those events.

CEO, Rich Miga reconfirms, yes.

Tim Stroth differentiates between a Site Plan and SUP. A Site Plan is the physical layout. The SUP will describe the event and its operational characteristics, such as hours, to be included.

Angela Griffis inquires about evacuation plan and emergency vehicle access.

Joey Tripi states the amphitheater is approximately four hundred feet from the road. The buildings are all by drive.

Chairman, Doug Crow asks what the thoughts are about finalizing the plans.

Joey Tripi states they are taking it one step at a time.

Chairman, Doug Crow asks if the Site Plan has to be approved by the state.

Joey Tripi states no. But they are making sure we are following all proper protocol to be compliant for the reimbursement.

The discussion is brought to close.

The Town Board referral to review the code updates:

Chairman, Doug Crow asks CEO, Rich Miga provide information regarding code changes.

CEO, Rich Miga states the changes that were made are mostly clerical. Changes in titles, zoning districts, is what we are looking at, currently.

Chelsea Root asks why the Planning Board is reviewing this.

Chairman, Doug Crow states that mostly clerical changes are being made to make codes more consistent.

Multiple people talking.

There is a general discussion by members of the Planning Board

Chairman, Doug Crow makes a motion to the Planning Board to recommend to the Town Board to adopt the changes to the code with the grammatical corrections as proposed.

Seconded by William Heidt

Upon a vote being taken:

Ayes- 7

Noes- 0

Motion carried.

The Town Board referral for review and recommendation on the Comprehensive Plan.

Chairman, Doug Crow asks how the members feel. He asks if the members have had enough time to read through the material.

Tim Stroth asks if we are confident this is the final version.

Chairman, Doug Crow states yes. It is his understanding that it has been approved by the county. Labellas is done with it and has been forwarded to the Steering Committee to finalize it. It is now waiting on the Town for approval. They are waiting for our recommendation. It will still have to go through a SEQR process.

Chelsea Root states it is extensive and not easy reading.

Angela Griffis asks if there will be any more public hearings.

CEO, Rich Miga states the Town will have another public hearing.

Chairman, Doug Crow states it is part of the Town's deliberation process, as well as the SEQR process.

Tim Stroth states due to the large size of the plan, there would be multiple committees with at least one member of each Group. There would need to be some direction and continuity between groups which would need to be determined.

CEO, Rich Miga states it would be a technical advisory committee.

Chairman, Doug Crow mentions to board if anyone is interested in being involved with any of the working committees, let him know.

Angela Griffis shows interest.

Tim Stroth asks what is it we are trying to accomplish. Are we focusing on implementation. Do we identify priorities.

Chairman, Doug Crow states that both of those things will be up to the Town Board. The process is basically complete. We are being asked , are we comfortable with the overall plan, to recommend to the Town Board, to continue with the process. Holding a public meeting and continuing with the SEQR process.

Tim Stroth asks, what is it exactly we are focusing on. The is a lot to read and it is not easy reading. It is a lot to digest.

Multiple people talking.

Chairman, Doug Crow states in the future once this is adopted, when the Planning Board is given a project, we need to ask if it is consistent with the Comprehensive Plan.

Multiple people talking.

Chairman, Doug Crow asks the Board if they are comfortable as a group making a motion in support of the Comprehensive Plan at this time.

Tim Stroth states he is not comfortable making a motion at this time.

Multiple people talking.

Angela Griffis agrees with Tim Stroth.

Chairman, Doug Crow states we have options to consider. We can make a motion today. Or we could have a special meeting allowing everyone to read the full plan. We as a group can get ourselves to a point we can support and if we have some implementation opinions, or areas of concern which should be noted. Then come up with a motion to include those things.

Tim Stroth is in favor of a special meeting. Also stating that it would be advantageous to have Laurie and Chris present. A full board present to sort out what we are trying to accomplish in our recommendation. This is our last shot to give our opinions. If there are some things that we could express which would help us with doing our job.

Chairman, Doug Crow states he will work on getting a special meeting scheduled prior to the monthly meeting. He states we also need to keep in mind there is a proposed time schedule for the adoption of the plan.

Ben Garvey asks if there is the ability to accept the plan moving forward but requests the ability for future input. That gives the Town Board what they are looking for immediately and does not slow down the time schedule but gives us a voice at a later date.

Chairman, Doug Crow states that we could do that. We could issue a motion of support and on our own initiative we can issue at a later date a detailed list of items to keep in mind when implementing it.

Tim Stroth feels once a motion goes in, any future motion will not be looked at as much as the original motion.

Chairman, Doug Crow agrees with Tim Stroth.

Chairman, Doug Crow presents (4) different options for today.

1. Make a motion today
2. Schedule a special meeting in February, when we can all get together
3. Make a motion today, and a separate meeting come up with a list of feedback, questions, and issues to address.

There are pros and cons to all of them.

The majority of the board would like to have a special meeting.

Chairman, Doug Crow states meeting as group it will need to be a public meeting as well.

CEO, Rich Miga states it is necessary to have five days' notice for public meetings.

The group agrees to tentatively meet February the 19th.

Chairman, Doug Crow will confirm the date and reach out to all members.

PUBLIC COMMENTS: None.

OLD BUSINESS:

Chairman, Doug Crow states at the last meeting there was a discussion of a check list for the Planning Board, that we created, of things we want to think about when reviewing an application. A check list to use as a job aide. Topics like, Is this consistent with the Comprehensive plan.

Chelsea Root states she has basically listed some questions to get our minds moving. She has provided copies of some of the questions for all members to review.

Chairman, Doug Crow states we should take these lists home to review and add to. Then bring back all thoughts for the March meeting.

Chelsea Root makes a motion to adjourn

Seconded by: Tim Stroth

Upon a vote being taken:

Ayes- 7

Noes- 0

Motion carried.

Meeting adjourned at 9:25 pm

THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY March 4th, 7:00 P.M. AT THE TOWN HALL, 575 OAKWOOD AVENUE, EAST AURORA, NEW YORK