

**VILLAGE OF ELLICOTTVILLE  
PLANNING BOARD MEETING MINUTES  
MARCH 8, 2022**

**PRESENT:** Nancy Rogan, Chairperson  
Sheila Burrell, Member  
Sean Cornelius, Member  
Damon Newpher, Member  
Sandy Reed, Member  
Greg Cappelli, Alternate Member

**ALSO PRESENT:** Jacob Alianello- MDA Consulting Engineers

**AGENDA: VPB-2021-058, 8 Fillmore Drive- Modifications**  
Site Plan & Architectural Design Review

**VSP-2022-07, Winery of Ellicottville, 14 Monroe Street**  
Sign Permit application for hanging sign

**DISCUSSION:** Nancy Rogan, Chairperson called the meeting to order at 5:30 p.m. and opened the public hearing for VPB-2021-058, 8 Fillmore Drive, an application for Site Plan Review for modifications to the plan approved on June 8, 2021. The modification is to add a 15' x 24' (360 s.f.) shed roof over the rear patio to the new approximately 3,850 s.f. single family residence and attached 2-car garage within the Colton Corners Subdivision. The 15,400 s.f. Interior lot fronting on Fillmore Drive is located in the Medium Density District.

The dimensional standards for lot size, lot width, front, rear and side yard setbacks, and height are met.

Mrs. Rogan asked for questions from the people attending? Nothing was submitted.

**MOTION:** Moved by Sheila Burrell to close the public hearing for VPB-2021-058, 8 Fillmore Drive, site plan review of modifications. Seconded by Sandy Reed. Vote 4-0. Carried.

The Minutes of the February 8, 2022 meeting were read.

**MOTION:** Moved by Sean Cornelius to approve the Minutes of February 8, 2022 as read. Seconded by Damon Newpher. Vote 4-0. Carried.

**DISCUSSION:** Nancy Rogan presented VPB-2021-058, 8 Fillmore Drive, Site Plan and Architectural Design review for discussion. She noted that this proposal is exempt from

Cattaraugus County Planning Board referral under Exhibit A, Item 1 of the Referral Exemption agreement between Cattaraugus County and the Village. This is a Type II action under SEQR Part 617.5(c) and no further review is required.

Architectural Design review is required for this project following the guidelines in Sections 3A.4.F and 10.9. Based on the proposed elevation drawings the overall design style and shape of the house and roof appears to meet the design standards, and fits the intended character of the new neighborhood.

Mr. Jacob Alianello, representing the applicant, advised that the standing seam metal roof will be painted black with 2 skylights. The posts will be wrapped to match the front porch posts. All the materials will match the main structure.

Nancy Rogan stated that the general intent of the Village Comprehensive Plan, Zoning and general development policies are met. If the Board agrees it should act on SEQR and approve the Site Plan and Architectural Design.

**MOTION:** Moved by Sandy Reed to classify the Site Plan Review for a single-family residence at 8 Fillmore as a SEQR Type II Action, pursuant to Section 617.5(c)(11) of the SEQRA regulations. No further review under SEQR is required. Seconded by Damon Newpher. Vote 4-0. Carried.

**MOTION:** Moved by Sheila Burrell to grant Architectural Design approval for a modification to add a 15' x 24' shed roof over the rear patio to the new approximately 3,850 s.f. single family residence at 8 Fillmore as depicted on plans and applications received 1/20/2022 as reviewed under the Architectural Design Guidelines. Seconded by Sean Cornelius. Vote 4-0. Carried.

**MOTION:** Moved by Sean Cornelius to grant Site Plan approval for a modification to add a 15' x 24' shed roof over the rear patio to the new approximately 3,850 s.f. Single-family residence at 8 Fillmore as depicted on plan and applications received 1/20/2022. Seconded by Damon Newpher. Vote 4-0. Carried.

**DISCUSSION:** Nancy Rogan presented VSP-2022-07, Sign Permit application for a hanging sign at 14 Monroe Street, Winery of Ellicottville. The rectangular sign is approximately 5' x 1.5' (7.5 s.f.) and will be installed 8 feet above the sidewalk. The sign will be printed on carved HDU with 2 colors. No lighting is proposed. A photograph is provided and the sign meets the sign regulations.

**MOTION:** Moved by Damon Newpher to grant a sign permit (VPB-2022-07) for a hanging sign 5 feet by 1.5 feet (7.5 s.f.) at 14 Monroe Street as presented in application and photographs received February 1, 2022 with the following modifications and conditions:

- 1) If the sign will be lit, it shall be directed downward onto the sign face.
- 2) All applicable standards in Article 12 of the Village Zoning shall be met, and

- 3) Issuance of a sign permit and subsequent installation is subject to inspection and approval by the Village Code Enforcement Officer.

Seconded by Sheila Burrell. Vote 4-0. Carried.

**DISCUSSION:** Nancy Rogan advised that per her discussion with Mr. Fredrickson there is an inquiry about renovations to the small house on Washington Street to make apartments. She noted that the first floor has to be commercial space. There is also an inquiry about adding a third floor to the Winery. At this point there are no applications.

Nancy Rogan stated that she will not be available for the April 12, 2022 meeting if there are applications. Other Board members also advised that they would not be available. It appears there will not be a quorum and the April meeting will need to be canceled.

**DISCUSSION:** Nancy Rogan reported that the committee is interviewing candidates for the position of Village Planner, but have not hired anyone yet.

**MOTION:** Moved by Sheila Burrell to adjourn at 5:50 p.m. Seconded by Sandy Reed. Vote 4-0. Carried.

Submitted by: Donna Baldwin, Secretary