

TOWN OF NEWSTEAD - PLANNING BOARD MINUTES
Newstead Tow Hall – 6:30PM
September 23, 2024

MEMBERS

PRESENT: Tom Cowan, Chairperson
Andy Kelkenberg
John Potera
Don Hoefler
Erik Polkowski

OTHER: Julie Brady, Recording Clerk

ABSENT: Terry Janicz
John Olaf

UNOFFICIAL MINUTES
September 24, 2024

The meeting began at 6:32pm.

The board discussed short-term rentals. Nicole and Dan Klonowski, 11199 Stage Road, Akron, have applied for a short-term rental at 12353 Clarence Center Road. On September 9, 2024 the Klonowski's initially met with the planning board to discuss their Air BNB geared towards families. Dave Miller inspected the property and determined there is a seven-person occupancy.

Tom Cowan provided a list of conditions he would like to recommend to the Town Board as follows:

- A six-foot high privacy fence on the property line on the west side
- No gatherings/parties of more than 14 people
- Occupancy is decided by Code Enforcement Officer and posted on site
 - 7-person occupancy at this time
 - John P. asked that they do not increase the number of occupancies at this time, (even if they put in egress in the basement) until after the first year to see if there are any complaints.
- Unhosted unit requires a property manager available 24/7
- Property manager or host contact information will be shared with adjacent neighbors
- Current rental policy shared with the Town
- Outdoor cameras, smoke and noise detectors are in working order
- Warning statement concerning traffic/walking on Clarence Center Road
- No parking on Clarence Center Road
- Quiet hours between 10pm and 8am
- General visual condition of property is kept neat

Andy K. motioned to recommend this short-term rental at 12353 Clarence Center Road (including the above conditions) to the town board. Don H. seconded the motion. Hearing All Ayes, No Nays, the motion was passed.

The next item on the agenda is a 1-Lot Minor subdivision on Crittenden Road. Kelly Schultz, 11080 Stage Rd., owner of the property purchased 26 acres at a foreclosure auction and was under the impression that there were five (5) building lots along Crittenden Road that had been subdivided by Joe Frey along with commercial road frontage on Main Road. This subdivision was applied for in 2008 but never received a final approval or filed with Erie County. On the site plan dated July 9, 2008, the lot requesting to be subdivided at this time is lot #5, which is 100 ft. by 500 ft. in the R-1 zoning district.

John P. motioned to waive the public hearing. Don H. seconded the motion. Hearing All Ayes, No Nays, the public hearing was waived.

Tom C. stated that the remaining lots, including this one would be considered a major subdivision if Kelly S. would like to sell any additional lots he would need to come back to the planning board for a recommendation to the Town Board for approval.

John P. motioned to approve the 1-Lot minor subdivision (Lot #5). Don H. seconded the motion. Hearing All Ayes, No Nays the motion was approved unanimously.

The minutes were reviewed. John P. motioned to approve July 22, 2024 minutes, seconded by Andy K., hearing All Ayes and No Nays, the minutes were approved with the exception of Don H. who was not present at that meeting.

Tom C. motioned to approve the minutes from August 26, 2024, seconded by Don H. Hearing All Ayes, No Nays, the minutes were approved unanimously.

John P. motioned to approve the minutes with the correction of August 26, 2024 to September 23, 2024 meeting from the September 9, 2024 minutes, seconded by Don H. Hearing All Ayes, No Nays, the minutes were approved with the exception of Erik P. who was not present.

John P. motioned to adjourn the meeting at 7:12pm, seconded by Erik P. Hearing All Ayes, No Nays, the meeting adjourned.

Respectfully Submitted,

Julie Brady, Recording Clerk