

TOWN OF NEWSTEAD - PLANNING BOARD MINUTES
Newstead Town Hall – 6:30PM
December 15, 2025

MEMBERS

PRESENT: Tom Cowan, Chairperson
Don Hoefler
John Potera
John Olaf
Christine Falkowski

OTHER: Julie Brady, Recording Clerk
Dave Miller, CEO
Jacob Halleck (non-voting alternate)
Tim Martin (non-voting alternate)

ABSENT: Andy Kelkenberg
Erik Polkowski

Unofficial

The planning board meeting began at 6:35pm.

Tom C. passed out award plaques to the following members:

- John Olaf for 20 years of service on the planning board
- Don Hoefler for 25 years of service on the planning board
- John Potera for 35 years of service on the planning board

Thank you to all of the recipients for their time and devotion to the board.

The minutes from November 10, 2025 were reviewed. Christine F.. motioned to approve the minutes, seconded by John O.. Hearing all other Ayes, No Nays, the minutes were approved.

Jeff Fancher, J & R Specialties, owner of 5391 Crittenden Road came to the planning board to request a change in use from a storage warehouse to an event center located at 5391 Crittenden Road which is an allowable use in the current zoning district I2.

Jeff F. explained that he and his brother have created an event center including putting greens, pool table, golf simulator, etc. for family, churches and as an employee benefit. The parking lot has been recently repaved with 27 parking spaces including a handicap parking space.

The neighbor's have had concerns with the amount of traffic so Jeff F. stated that if the event will have more than 20 attendees, someone must be on site to assist in parking/drop-off/pick-ups. The addition of a sign, lighting, and lines on the parking lot have helped. Tim M. also recommended handing out the traffic pattern to groups prior to the event.

Jeff F. stated that they are fully insured and has everyone sign waivers.

Dave M. explained that the building itself has the capacity of holding over 100 people, however that would require a sprinkler system. Therefore, they have agreed to base the occupancy on the number of parking spaces times two (27 spaces x 2 = 55 occupancy load). Dave M. also confirmed that he has completed an inspection at the facility stating there are two means of egress, and discussed emergency lights, extinguishers, etc. to be in compliance with the Fanchers.

Don H. motioned to recommend this change of use to the Town board. John O. seconded the motion, hearing All Ayes, No Nays the motion was carried unanimously.

Charlie Kelkenberg, owner of K-1 Properties and the property at 5725 Davison Rd. has come to the planning board requesting to build an 8-bay pole barn, 50'x180' (9,000 sq ft) on an existing concrete pad where a structure had burned down. Charlie stated that the septic has already been approved by Erie County Health Department and they do have a fire pump to service the new building as well.

Tom C. asked what business would move into this location. Charlie K. responded most likely something similar to what they already rent in the other buildings like a general small business or personal use.

John P. asked about the size of each of the 8 units. Charlie K. said approximately 25' x 50' (1,250 sq ft)

John P motioned to recommend this project to the Town Board. John O. seconded the motion. Hearing All Ayes, No Nays, the project was unanimously passed.

The planning board reviewed the items on the pending list of the agenda.

It was noted that this would be Don Hoefler's last meeting after 25 years of being on the Planning Board. Much appreciation was shown for his years of service and best wishes for Don's future endeavors.

John P. motioned to adjourn the meeting. John O.. seconded the motion. Hearing All Ayes, No Nays, the meeting was adjourned at 7:28pm.

Respectfully Submitted,

Julie Brady, Recording Clerk