

TOWN OF NEWSTEAD - PLANNING BOARD MINUTES
Newstead Town Hall – 6:30PM
August 17, 2026

MEMBERS

PRESENT: Tom Cowan, Chairperson
Andy Kelkenberg
Erik Polkowski
John Potera
John Olaf
Christine Falkowski
Tim Martin
Jacob Halleck (Alternate)

OTHER: Dave Miller, CEO
Julie Brady, Recording Clerk

The planning board meeting began at 6:32pm.

The planning board reviewed the minutes from August 3, 2026. John P. motioned to approve the minutes from August 3, 2026. Andy K and Jacob H. abstained from voting as they were absent that night. Tim M. seconded the motion. Hearing All Ayes, No Nays, the minutes were approved unanimously.

John Henning from Hume Architecture & Hume Construction, 860 Main St Suite 2, Corfu, NY 14036 was present requesting site plan approval to construct a shop and office structure for their base operations at 13061 Main Road, Akron.. The proposed building is 40'x 80' (3,200 sq ft.) and is located 236 feet off of Main Road. The front half of the building will be for the project managers, and the back half will be storage. There is no off-site fabrication.

On October 16, 2025, Hume Construction, Inc. went before the Newstead Zoning Board and received a 15' west side yard area variance to construct a new structure located at 13061 Main Road, Akron. Noting that the stone wall will remain.

Tom C. asked if they will be storing building materials. John H. stated they will store some supplies out back behind the building, but it will not be seen from the road. They want to keep the front looking good.

The plans were reviewed by the planning board with John H. Noting the foundation, trusses, and mezzanine lacking access. John H. stated he would show the stairs to the mezzanine on the revised plans.

The previous owner of this parcel had installed a septic system which he had approved by Erie County Health Department. The previous owners also laid 3-4 feet deep of gravel on the majority of the parcel. Therefore, we have changed our plans from constructing a pole barn to a standard structure with a slab foundation due to the difficulty of digging through the gravel and bedrock.

Dave M. stated his concern was paving parking spaces for handicap accessible parking. John H. noted that they can do that.

Dave M. asked if the proposed fence is only on the east side. John H. said yes, there are trees on the west side and existing stone wall that will not be touched. Dave M. stated that if the tree line is taken down, they will need to shield the equipment out back from view.

John P. asked if there was a landscaping design. John H. replied that they do not have the money to do landscaping until they construct the office in the future. John O. asked if this could be shown on the drawing marked "future landscaping" and mark where the sign will be installed and a rendering of the sign be submitted with the address on the sign. Jacob H. noted that the plans state "future signage".

John P. asked John H. if he could look at the master plan for what will be required for landscaping in the Route 5 overlay.

Dave M. asked John H. to also add a proposed sidewalk on the revised site plan. John H. noted that there is very large ditch by the road and the septic is located near there so the location of a sidewalk may be difficult, but he will add it to the site plan.

Tim M. asked about the proposed lighting on site. John H. stated the only lighting will be placed on the new building.

Tom C. noted that this project has been approved by the Town Engineer, Tim Walck.

John P. asked if Hume will be storing equipment out back. John H. stated yes, a small excavator. John P. asked if this would need impervious surface. Dave M. looked it up and read that automotive use , including contractor equipment must be paved with dustless material as well as the access which must be graded and drained properly.

John H. explained that Hume designs and builds mainly residential homes in the area. Matthew Hume is the owner. There are four architects and 4-5 builders. The construction business has been in business since 2015 and the architecture design business for five years.

John P. asked when they plan to start building. John H. states as soon as possible.

John H. explained that Hume Architecture & Hume Construction are currently leasing in Pembroke and the building is being sold so they will need to rent space until the proposed building is constructed.

Tom C. asked if there were any further questions or comments. Julie B. stated that the memo from the planning board's determination to the Town Board will be held until the following are provided on a revised site plan:

1. Future Sign location and rendering including the address
2. Handicapped parking pad
3. Future sidewalk
4. Future landscaping
5. Stairs to the mezzanine
6. Paved dustless material area for access to and for equipment storage including grading and drainage for this impervious area.

Andy K. motioned to approve and support the Hume Construction and Hume Architecture project and business location at 13061 Main Road.. Christine F. seconded the motion. Hearing All Ayes, No Nays, the motion carried unanimously.

The planning board reviewed pending items and projects in Newstead.

John P. motioned to adjourn the meeting. John O. seconded the motion. Hearing All Ayes, No Nays, the meeting was adjourned at 7:30pm.

Respectfully Submitted,

Julie Brady, Recording Clerk