



AGENDA
VILLAGE OF WILLIAMSVILLE
PLANNING BOARD
Monday, November 3, 2025
7:00 PM Work Session
7:30 PM Regular Meeting

ROLL CALL

<u>Members</u>	Leiker	Pacer	Petrocelli	Stone	Vitka	Waterman-Kulpa
Present						
Absent						

<u>Village/ Town Depts</u>	Grieco (Village Attorney)	Boeck (Building & Zoning Clerk)	Palumbo (Amherst Planning)	Hahn (Liaison)
Present				
Absent				

MINUTES APPROVAL

October 6, 2025

OCTOBER 6, 2025, MINUTES

OLD BUSINESS

NEW BUSINESS

2025-PB-11 – 5800 Main – Site Plan modifications review

2025-PB-18 - 37 S. Cayuga – Sign Application

2025-PB-19 – 13 S. Cayuga - Sign Application

2025-PB-20 - 5813 Main – Sign Application

2025-PB21 – 109 Glen – Fence application in MU District

MISCELLANEOUS

ADJOURNMENT

The next Work Session / Meeting is scheduled for 7 p.m. **Monday**, December 1, 2025.



**MINUTES
VILLAGE OF WILLIAMSVILLE
PLANNING BOARD MEETING**

October 6, 2025

7:30 PM

MEMBER ROLL CALL

Name	Organization	Title	Status
Colleen Leiker	Village of Williamsville	Member	Absent
Walter Pacer	Village of Williamsville	Member	Present
Thomas Petrocelli	Village of Williamsville	Member	Present
Wesley Stone	Village of Williamsville	Member	Present
Catherine Waterman-Kulpa	Village of Williamsville	Chairperson	Present
David Vitka	Village of Williamsville	Member	Present

OTHER ATTENDEES

Name	Organization	Title	Status
Carol Boeck	Village of Williamsville	Building & Zoning Clerk	Present
Jeffrey Hahn	Village of Williamsville	Liaison	Present
Chip Greico	Bond, Schoeneck & King	Village Attorney	Present
Gary Palumbo	Town of Amherst	ZEO/Town of Amherst Planning	Absent
Sophie Kephart	Village of Williamsville	Community Development	Absent

The meeting opened at 7:30 p.m. with the pledge of allegiance.

MINUTES APPROVAL

Changes to the minutes were requested by Chairperson Waterman-Kulpa that the motion for 5365 be added to page 3, which applies to 2025-PB-A and S. September minutes' approval were tabled for lack of a quorum. Motion by Ayes 3, Noes 0, Absent Members Leiker, Stone. Member Pacer abstained.

Later when a quorum was reached, minutes were approved with discussed with the addition of page numbers.

RESULT:	MOTION PASSED (UNANIMOUS)
MOVER:	Waterman-Kulpa, Chairperson
SECONDER:	Vitka, Member
AYES:	Pacer, Stone, Petrocelli
Motion passed: 5-0	

Miscellaneous

Chairperson Waterman-Kulpa made a motion to go off agenda and stated that an earlier agenda published for this meeting included *111-121 California Drive - Asher Crossing Site Plan review*. Applicant, Natale Builders, submitted an incomplete document package and was removed from the agenda. Chairperson Waterman-Kulpa would like the Village to ask the code enforcement officer if Natale has been cited for architectural deviations from the previously approved site plan.

2025-PB-16 – 5845 Main Street – Sketch Plan Review

Mike Berger was present from Sutton Architecture to present the sketch plan review for 5845 Main Street. Proposed business is a Laser Vein Treatment center. Applicant is proposing a complimentary 105'-20' addition to the building with no change to parking layout, curb cuts or number of parking spaces. Applicants stated the MU district requires building transparency, however due to the nature of the business activities proposed, they are asking for relief from those requirements. Applicants are proposing development up to the property line. Applicant is willing to provide landscaping plans pending approval of this board. Applicant is proposing horizontal, composite siding with a veneer brick. New copper gutter is proposed and applicants have requested to paint the building to match the new materials, with the exception of the brick which would remain as it currently exists. Natural wood trim accents also proposed as pictured in rendering.

Chairperson Waterman-Kulpa asked if the mature trees on Pfohl would survive the proposed addition, applicant stated he did not know. Chairperson Waterman-Kulpa stated this board cannot grant relief from a zoning requirement and the proposed addition is one-story, which is in violation of the Village zoning requirements for the MU district. Applicant states a two-story addition was not suitable for this building. Attorney Greico restated applicant would need to ask for relief from the Zoning Board.

Some discussion on the proposed entrance and availability of accessible parking. Further discussion on dumpster location. Applicant is proposing to keep the existing fence which abuts a residential property.

Chairperson Waterman-Kulpa restated the concerns of the board were the mature trees in jeopardy based on the proposed sketch plan, the accessibility of dumpster location, and the proposed entrance to the building is only accessible for individuals with mobility devices by

taking a route off the property and reentering. Reconfiguration of parking spots would trigger planning board approval for a project.

Some discussion on removing PV's from the roof of the building and the plan for disposal. Member Petrocelli requested they be recycled appropriately by the applicant. Some discussion on placement of utilities on the property.

Dave Sutton introduced himself and explained the confusion on a two-story addition came from the attic space in the building. This building has habitable space on the second floor; however applicant was not able to make second-story addition work from a design perspective. Applicants are eager to maintain the character of the building and keep in single-story. Some discussion and ultimately applicant was referred to ZBA.

RESULT:	No motion
MOVER:	
SECONDER:	
AYES:	Noes: Absent:

NEW BUSINESS

2025-PB-17- 5674 Main – Site Plan Modification - Generator

Applicant, property owner, Joe Roback was present to propose adding a generator to the property. Applicant states the unit is roughly 36 inches tall and is proposed to be located in the corner of the property in addition to the garbage totes. The area is screened by existing 5' juniper bushes. The proposed generator would need to run a test once per week in a "quiet test mode" measured at 60-70 decibels. Tests last 20-30 minutes. Some further discussion on testing, size of the unit. Unit is residential, not commercial in size. Motion to approve application as submitted with the condition that any landscaping units that die are to be replaced by the same size and type of landscaping unit.

RESULT:	MOTION PASSED
MOVER:	Waterman-Kulpa
SECONDER:	Pacer
AYES:	4
Absent:	Leiker, Stone
Motion passed:	4-0

2025-PB-09A 20 South Long – Architectural and Site Plan Review

Member Pacer recused himself from this item of business for a conflict of interest. Chairperson Waterman-Kulpa stated there was no longer a quorum as a result of Member Pacer's recusal, and the board could not make any decisions tonight, but could discuss the changes to the applicant's proposal as submitted. Present on behalf of applicant was Mark Romanowski. According to the applicant, changes discussed at the previous meeting include an access plan for the garbage room, a concrete pad in the same area, styling on faux doorways, window mullions, and a landscaping plan for the West elevation.

Also present was Joe Rudninski from LaBella Associates to review architectural detail changes. Chairperson Waterman-Kulpa asked about trees and the supplier, the applicant did not have a specific selection of landscaping units or vendor. Chairperson Waterman-Kulpa asked about driveway apron and the paving material selected, applicant stated asphalt was installed prior to their taking on the project. Chairperson Waterman-Kulpa stated concrete sidewalk and apron were approved, and the applicant will be expected to satisfy those requirements.

Some discussion on the longevity of asphalt versus concrete and the long-term maintenance requirements of each. Interior of garage is expected to be asphalt as originally proposed. Some discussion on Village Code, as it relates to sidewalk requirements. For the record, the sketch plan was reviewed by DPW Crew Chief and the Village Engineer, both declined to comment until the site plan was available.

Some discussion on doors and windows and the materials of each. Applicant stated the proposed windows would be black vinyl, with a narrow line frame. Some discussion on the character of the Village and the preference of aluminum wood-clad material and true divide aesthetic. Some discussions on the main and secondary entrance doors and their style and material. Steel doors proposed for garbage room access with paneling to match siding aesthetic. Applicants are proposing a portable ramp for the main entrance to accommodate mobility devices, Chairperson Waterman-Kulpa asked for nosing on concrete to avoid damage from wear and tear.

Some discussions on vertical mullions on East elevation and if vinyl is appropriate as a trim material. Clarification on the vinyl being an inappropriate trim material per the code but acceptable given the setting of the window in this instance.

Some discussions on operable and inoperable windows in the apartment units. Applicants are aware of fire code and necessary egress requirements. Some discussion on cost-saving measures in window materials and design. An agreement from the Chairperson and applicant on 1-inch minimum profile and 2-inch sash rail for windows.

At this point in the meeting, member Stone entered, thus satisfying quorum requirements.

Applicant provided an updated color sheet for siding and details to be included in the proposal. Some discussion on if building identification is considered signage, applicant is proposing to exclude signage and lighting from tonight's meeting. Some discussion on lighting and restrictions on certain types in the Village.

Some discussion on utilities, applicant plans to utilize a new pole installed across the street. Applicants have no hot boxes, split system condensers, visible mechanical roof units. Gas and electric meters to be installed inside the garage, or with proper screening, referenced in Chairperson Waterman-Kulpa's marked-up exhibit in application packet.

Some discussion reviewing the various items of this evening's proposed sketch plan. Chairperson Waterman-Kulpa made a motion for log 2025-PB-09A for architectural review. This project was reviewed for modifications made to the original approval dated March 2023 with the following clarifications and modifications; Exhibit A moving left to right on the West Elevation that interior LED lights will be installed at a maximum 4,000 Kelvin. That the open garage area have wall washers, as depicted on the elevation drawing, will be CSL cylinders as shown on Exhibit A, flanking each side of the entrance to the North of the first window grouping in addition to the light installed at the Southern faux door. That the faux door groupings be 1 door and 1 operable window as depicted on Exhibit A. That the 6-inch steps from the trash room have a metal nosing. Windows on brick facades are to be aluminum clad wood with a minimum 1-inch interior and exterior applied mullion to simulate a true-divide window. There is to be a minimum of 2-inches for a bottom sash rail, to be painted black as depicted on the elevation drawings, and interior applied grid is to be a color selected by the interior designer. The garage door is to be panelized, painted black with a row of windows near the top. The main entrance door is to be aluminum storefront framing with full light glass, the trash room door is to be as depicted on Exhibit A, flush steel doors with one applied panel each. Color is to match Sierra tan panel metal siding. That the faux doors on the white brick building are to be aluminum with a white metal framed bottom. Exhibit B is approved as submitted for the East elevation. The windows on this exhibit are permitted to be vinyl in this instance because of their setback. North elevation is also approved as submitted per Exhibit B. Aluminum clad, or vinyl, are approved on the red brick building. Exhibit C approved as submitted for finish and material schedule with the condition that the applicant will extend the concrete apron of the sidewalk to the opening of the garage, with the clarification that C300 will have all mechanical on the fourth floor and therefore not visible from South Long. The utility pole to the South of the building will remain, the electric lines from this pole to building will be buried. There are to be no visible gas or electric meters installed visibly on the outside of the building. Exhibit D and E approved as submitted with markups from the board. Exhibit F referenced by C200, Exhibit G C300. Seconded by Member Petrocelli.

RESULT: MOTION PASSED

MOVER: Waterman-Kulpa

SECONDER: Petrocelli

AYES: Vitka, Stone **Noes:** 0 **Abstained:** Pacer

Motion passed: 4-0

Misc.

Some discussion on 2026 Planning Board meeting dates.

ADJOURNMENT

Chairperson Waterman-Kulpa made a motion to adjourn at 9:47 pm. The motion was seconded by Member Vitka and carried. Ayes 5, Noes 0.

RESULT: ADJOURNED

The Planning and Architectural Review meeting of October 6, 2025, was adjourned at 9:47 pm.