

**VILLAGE OF ELLICOTTVILLE
PLANNING BOARD MEETING MINUTES
APRIL 14, 2026**

PRESENT: Gregory Cappelli, Acting Chairman
 Blair Hamilton, Member
 Damon Newpher, Member
 Tracy Rivers, Alternate Member

ALSO PRESENT: Gregory Keyser-Village Planner, Kelly Fredrickson-CEO, Chad Neal-Village Board, Aaron Tiller-Architect, Tracy Diegelman-Applicant, Frank Amodio-3 Jefferson St. resident

AGENDA: VZP-2026-05 - 6 Monroe Street, Tony Tartaro
 Architectural Design Review of New Pavilion
 Public Hearing 4/14/2026

VZP-2025-73 - 21 Rockwell Avenue, John Hushen
 Site Plan & Architectural Design Review of new single-family dwelling. Public Hearing 4/14/2026

VZP-2026-08 - 41 Monroe Street, Ron Divers
 Architectural Design Review of a new addition and renovations. Public Hearing 4/14/2026

VZP-2026-12 - 14 Elk Street, Alan Lahrs
 Architectural Design Review of renovations to single-dwelling

VZP-2026-14 - 16 Mechanic Street, Jennifer Courtney & Bill Stoll
 ZBA Referral-Architectural Design Review of new addition & renovations

VZP-2026-17 - 3 Jefferson Street, Tracy Diegelman
 Architectural Design & Historic District Review of exterior alternations.

Mr. Gregory Cappelli, Acting Chairman called the meeting to order at 5:30 p.m. with four members present and presented the agenda with six applications and three public hearings.

MOTION: Moved by Damon Newpher to open the public hearing for VZP-2026-05, 6 Monroe Street, Tony Tartaro, Architectural Design Review of a new pavilion. Seconded by Blair Hamilton. Vote 4-0. Carried.

Greg Cappelli presented the project to construct a 20' by 16' by 10' free-standing pavilion over the existing rear deck.

He asked for questions or comments from the people attending.

Greg Keyser advised no verbal or written comments or questions were received in response to the public hearing notice which was published in accordance with local law.

MOTION: Moved by Dmon Newpher to close the public hearing for VZP-2026-05, 6 Monroe Street, Tony Tartaro, Architectural Design Review of a new pavilion. Seconded by Blair Hamilton. Vote 4-0. Carried.

MOTION: Moved by Blair Hamilton to open the public hearing for VZP-2025-73, 21 Rockwell Avenue, John Hushen, Site Plan and Architectural Design Review of a new single-family dwelling. Seconded by Tracy Rivers. Vote 4-0. Carried.

Greg Cappelli presented the project to demolish the existing single-family dwelling and two accessory structures and construct a new single-family house.

He asked for questions or comments from the people attending.

Greg Keyser advised that one email was received in response to the public hearing notice which was published in accordance with local law. He read the email from Paul and Lisa Masliwec of 15 Rockwell Avenue, who are in favor of the project.

MOTION: Moved by Tracy Rivers to close the public hearing for VZP-2025-73, 21 Rockwell Avenue, John Hushen, Site Plan and Architectural Design Review of a new single-family dwelling. Seconded by Damon Newpher. Vote 4-0. Carried.

MOTION: Moved by Damon Newpher to open the public hearing for VZP-2026-08, 41 Monroe Street, Ron Divers, Architectural Design Review of new addition and renovation of front porch. Seconded by Blair Hamilton. Vote 4-0. Carried.

Greg Cappelli presented the proposal to construct a new two-story addition and a wrap-around front porch.

He asked for questions or comments from the people attending.

Greg Keyser advised that one email was received in response to the public hearing notice which was published in accordance with local law. He read the email from Bill and Marlene Hansen of 40 Monroe Street, who are in favor of the project.

MOTION: Moved by Blair Hamilton to close the public hearing for VZP-2026-08, 41 Monroe Street, Ron Divers, Architectural Design Review of new addition and renovation of front porch. Seconded by Damon Newpher. Vote 4-0. Carried.

The Minutes of the March 10, 2026 meeting were read. Corrections were made.

MOTION: Moved by Tracy Rivers to approve the Minutes of March 10, 2026 as corrected. Seconded by Blair Hamilton. Vote 4-0. Carried.

DISCUSSION: Greg Cappelli presented VZP-2026-05, 6 Monroe Street, Tony Tartaro, Architectural Design Review of a new 20' by 16' by 10' free-standing pavilion over the existing rear deck. The pavilion will be constructed of pressure treated wood with a roof that matches the house. The deck is also pressure treated wood.

MOTION: Moved by Blair Hamilton to grant Architectural Design Review approval of proposed new pavilion over the rear deck at 6 Monroe Street as per materials in VZP-2026-05 submitted by Tony Tartaro. Seconded by Tracy Rivers. Vote 4-0. Carried.

DISCUSSION: Greg Cappelli presented VZP-2025-73, 21 Rockwell Avenue, John Hushen, Site Plan and Architectural Design Review of a new single-family dwelling. The applicant is also proposing to demolish the existing house and two accessory structures. The ZBA granted area variances to the front yard and side yard setbacks on March 3, 2026.

MOTION: Moved by Damon Nepher to grant Site Plan and Architectural Design Review approval of the proposed single-family dwelling at 21 Rockwell Avenue as per materials in VZ-2025-73 submitted by John Hushen. Seconded by Tracy Rivers. Vote 4-0. Carried.

DISCUSSION: Greg Cappelli presented VZP-2026-08, 41 Monroe Street, Ron Divers a proposal to construct a 16' x 20' two-story rear addition and a 6 foot wide new wrap-around front porch.

Greg Keyser noted that the Zoning Board of Appeals granted area variances to the front yard and side yard setbacks on April 7, 2026.

MOTION: Moved by Blair Hamilton to grant Site Plan and Architectural Design Review approval of the proposal to construct a 16' x 20' two-story rear addition and a 6 foot wide wrap-around front porch at 41 Monroe Street as per materials in VZP-2026-08 submitted by Ron Divers. Seconded by Damon Newpher. Vote 4-0. Carried.

DISCUSSION: Greg Cappelli presented VZP-2026-12, 14 Elk Street, Alan Lahrs, Architectural Design Review of proposed renovations to an existing single-family residence.

Greg Keyser advised that Mr. Lahrs had taken off the front porch. Kelly Fredrickson, CEO, notified him that he needed to submit an application for approval. The renovations include new double hung windows and horizontal siding, a new covered porch and 60 s.f. mud room addition on the side of the house. There are some casement windows on the side that are not visible on the street. The porch will have a vinyl railing and 6" by 6" wrapped posts and a metal roof. A 2 car garage and gravel driveway may be proposed in the future.

Mr. Fredrickson noted that the applicant has rebuilt the foundation/crawl space.

Mr. Keyser advised that the project meets the criteria for a Type 2 Action under 617.5(c)(2) and 617.5(c)(11) as it involves the renovation and expansion of a single-family residence. No further SEQR review is required. The Planning Board should classify the project as a Type 2

Action before acting on the application. If the Board feels the application is complete a public hearing can be set for the May meeting.

MOTION: Moved by Damon Newpher to classify the project as a Type 2 Action under 617.5 ©(2) and 617.5(c)((11) as it involves the renovation and expansion of a single-family residence. No further SEQR review is required. Seconded by Blair Hamilton. Vote 4-0. Carried.

MOTION: Moved by Damon Newpher to set a public hearing for VZP-2026-12, 14 Elk Street, Alan Lahrs, Architectural Design Review of proposed renovations and construction of a 60 s.f. mud room and covered front porch for May 12, 2026 at 5:30 p.m. Seconded by Blair Hamilton. Vote 4-0. Carried.

DISCUSSION: Greg Cappelli presented VZP-2026-14, 16 Mechanic Street, a referral from the Zoning Board of Appeals asking for an advisory opinion on the architectural design.

Greg Keyser presented the proposal to renovate the existing single-family dwelling by raising the roofline, constructing an addition to expand the second floor and extending the front porch across the facade. Variances to the side yard setback and the front yard setback are necessary as the structure is non-conforming. The footprint will not change. The colors will be gray with black trim to match the renovated garage/barn. Windows will be double-hung. Are there any issues with the architectural design? Does the Planning Board need any additional information?

Damon Newpher noted that the both neighboring structures are two stories.

Greg Keyser noted that the ZBA is looking at the overall height of the structure in comparison with the height of the neighboring structures. He noted that the ZBA has scheduled a public hearing for their May 5, 2026 meeting pending an opinion from the Planning Board on the architectural design.

Planning Board members agreed that they do not see any issues that would prevent the ZBA granting the area variances. They would like to see more detail on the finishes and make sure the size does not overwhelm the neighborhood.

DISCUSSION: Greg Cappelli presented VZP-2026-17, 3 Jefferson Street, Tracy Diegelman, Architectural Design and Historic District review of a project to remove the existing deteriorated wood deck to make way for site improvements.

Aaron Tiller, representing the applicant presented the drawings of the proposed construction of a new stair landing, a dedicated hot tub planting enclosure, concrete patio and new concrete parking pad. The new exit staircase will be spiral. The existing deck will be removed and replaced with a concrete patio. The existing gravel driveway/parking pad will be replaced with concrete. The hot tub will be relocated so it is within the yard setback.

Damon Newpher asked is it in the Historic District?

Mr. Keyser said yes and will require review under the Historic District Standards as well as Architectural Design Review.

Greg Cappelli asked how high is the screening around the hot tub?

Aaron Tiller said 6 feet high. The deck will be removed and the hot tub will be on the ground. Tracey Deigelman noted that the hot tub is currently on the ground and the deck is built around it.

Greg Keyser advised that the project meets the criteria for a Type 2 Action under 617.5(c)(2) and 617.5(c)(9) involving the removal and reconstruction of a non-residential structure less than 4,000 square feet. No further SEQR review is required. The Planning Board should classify the project as a Type 2 Action before acting on the Historic District and Architectural Design Review application. If the Board feels it has a complete application a public hearing can be set for the May meeting.

Tracy Rivers asked if there is handicap access?

Kelly Fredrickson noted that renovations do not need to be ADA compliant.

Tracy Deigelman stated that the existing ramp is being removed. She will check on ADA handicap compliance requirements.

MOTION: Moved by Tracy Rivers to classify the project as a Type 2 Action under 617.5(c)(2) and 617.5(c)(9) involving the removal and reconstruction of a non-residential structure less than 4,000 square feet. No further SEQR review is required. Seconded by Damon Newpher. Vote 4-0. Carried.

MOTION: Moved by Damon Newpher to set a public hearing for VZP-2026-17, 3 Jefferson Street, Tracy Deigelman, Architectural Design and Historic District of proposed demolition of existing wood deck and construction of a new concrete patio, hot tub planting enclosure and concrete pad for May 12, 2026 at 5:30 p.m. Seconded by Tracy Rivers. Vote 4-0. Carried.

MOTION: Moved by Tracy Rivers to adjourn at 6:05 p.m. Seconded by Blair Hamilton. Vote 4-0. Carried.

Submitted by Donna Baldwin, Secretary