

**VILLAGE OF ELLICOTTVILLE
PLANNING BOARD MEETING MINUTES
JUNE 9, 2026**

PRESENT: Nancy Rogan, Chairperson
Gregory Cappelli, Member
Blair Hamilton, Member
Damon Newpher, Member

ALSO PRESENT: Gregory Keyser-Village Planner, Kelly Fredrickson-CEO,
Aaron Tiller- Architect, Jennifer Courtney, Bill Stoll-Applicants,
James Fittante-Architect, Mitchener Builders, Bob Brogcinski-39
Madison St. resident

AGENDA: VZP-2026-14 - 16 Mechanic Street, Jennifer Courtney & Bill Stoll
Architectural Design Review- Addition & Renovations
Public Hearing June 9, 2026

VZP-2026-17 - 37 Madison Street, Eric Bentzen
Architectural Design Review- Addition & Renovations
Public Hearing June 9, 2026

VZP-2026-22 - 31 Greer Hill, Michener Builders/Richard Turner
Site Plan Review- Addition and Renovations

VZP-2026-24 - 70 Elizabeth Street, Drew Horton/Trey Clauss
Architectural Design Review - Deck Roof

VSP-2026- 24 Washington Street, Brad Earley- Sign Permit
Rectangular wall sign

VZP-2026-23 - 14 Elk Street, Alan Lahrs/ James Fittante
Referral from ZBA, Detached Accessory Garage

Nancy Rogan, Chairperson, called the meeting to order at 5:30 p.m. with four members present and presented the agenda.

Nancy Rogan opened the public hearing for VZP-2026-14, 16 Mechanic Street, Jennifer Courtney & Bill Stoll, Architectural Design Review of proposed second floor addition and front porch across the facade. She asked for questions or comments from the people attending.

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

MOTION: Moved by Greg Cappelli to close the public hearing for VZP-2026-14, 16 Mechanic Street, Jennifer Courtney & Bill Stoll, Architectural Design Review of proposed second floor addition and front porch. Seconded by Damon Newpher. Vote 4-0. Carried.

Nancy Rogan opened the public hearing for VZ-2026-17, 37 Madison Street, Eric Bentzen, Architectural Design Review of demolition of existing portico and steps and construction of a mudroom with stoop. She asked for questions or comments from the people attending.

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

Bob Brogcinski of 39 Madison Street said he did not know about the project until he received the public hearing notice. He could not find the plans online. What is Mr. Bentzen planning?

Aaron Tiller, representing the applicant presented the plans to remove the existing portico and steps. The proposed new mudroom is 9'x8' with a 5'x5' stoop.

Mr. Brogcinski asked if there is a setback issue?

Mr. Tiller said the project meets the setback requirements.

Greg Keyser offered Mr. Brogcinski a set of the application materials for his review.

MOTION: Moved by Damon Newpher to close the public hearing for VZP-2026-17, 37 Madison Street, Eric Bentzen, Architectural Design review of proposed mudroom and demolition of existing portico and steps. Seconded by Greg Cappelli. Vote 4-0. Carried.

Nancy Rogan opened the regular meeting.

The Minutes of the May 12, 2026 meeting were read.

MOTION: Moved by Blair Hamilton to approve the Minutes of the May 12, 2026 meeting as read. Seconded by Damon Newpher. Vote 4-0. Carried.

DISCUSSION: Nancy Rogan presented VZP-2026-14, 16 Mechanic Street, Jennifer Courtney & Bill Stoll, Architectural Design review of proposed construction of a second floor addition and new porch across the front facade.

Greg Keyser noted a change at the rear of the structure in the size of the sliding glass doors and a window. The Planning Board should determine if this is a minor or major change to the plan. If major, a new public hearing will need to be held. Planning Board members agreed that the change is minor.

MOTION: Moved by Blair Hamilton that the Planning Board finds the change in the sliding glass doors and window in the rear facade are minor and grants Architectural Design approval of the proposed construction of a second floor addition and front porch at 16 Mechanic Street as per materials in VZP-2026-14 submitted by Jennifer Courtney and Bill

Stoll with the condition: No short term rentals for less than 30 days are allowed in the Village Residential District. Seconded by Damon Newpher. Vote 4-0. Carried.

DISCUSSION: Nancy Rogan presented VZP-2026-17, 37 Madison Street, Eric Bentzen, Architectural Design Review of proposed 9'x8' mudroom with a 5'x5' stoop. The project includes the demolition of the existing portico and steps.

Greg Keyser advised that the Planning Board classified the project as a Type 2 Action at the May 12, 2026 meeting. No Cattaraugus County Planning Board review is required under General Municipal Law 239-m.

MOTION: Moved by Greg Cappelli to grant Architectural Design approval of the proposal to remove the existing portico and steps and construction of a new 9'x8' mudroom with 5'x5' stoop at 37 Madison Street as per materials in VZP-2026-17 submitted by Eric Bentzen with a condition: No short term rentals for less than 30 days are allowed in the Village Residential District. Seconded by Blair Hamilton. Vote 4-0. Carried.

DISCUSSION: Nancy Rogan presented VZP-2026-22, 31 Greer Hill, Mitchener Builders/Richard Turner, Architectural Design and Site Plan review of a three story addition on the east side of the existing house and rebuild the existing deck.

Greg Keyser advised that the existing deck will be removed and replaced with a smaller deck and the 10'x20.5' 3-story addition. The project reduces the building size from 2,417 sf to 2239 sf and meets the setback requirements. Site Plan review is required because the construction value exceeds 50% of FMPV. No change in use is proposed.

The representative from Mitchener Builders noted that the proposal is more of a maintenance project as it reduces the footprint.

Nancy Rogan said that the construction of an addition triggers architectural design review.

Mr. Keyser advised that the project meets the criteria for a Type 2 Action involving the expansion of a single family residence on an approved building lot. No significant environmental impacts are anticipated and no further review under SEQR is required. The Planning Board should classify the project as a Type 2 Action before acting on the application.

Cattaraugus County Planning Board referral is not required under General Municipal Law 239-m.

If the Planning Board feels the application is complete a public hearing can be set for the July meeting.

MOTION: Moved by Greg Cappelli to classify the project as a Type 2 Action involving the expansion of a single-family residence on an approved building lot. No further review under SEQR is required. Seconded by Damon Newpher. Vote 4-0. Carried.

MOTION: Moved by Damon Newpher to set a public hearing for VZP-2026-22, 31 Greer Hill, Site Plan and Architectural Design Review of proposal to remove the existing deck and construct a 3-story addition with smaller deck for July 14, 2026 at 5:30 p.m. Seconded by Blair Hamilton. Vote 4-0. Carried.

DISCUSSION: Nancy Rogan presented VZP-2026-24, 70 Elizabeth Street, Drew Horton/Trey Clauss, Architectural Design Review of a proposal to construct a roof over the existing deck.

Greg Keyser presented the proposal to construct a roof over the existing 24'x10' back deck. The existing sloped roof will be extended and the A-shaped peak will be retained. He noted that the photographs are AI generated and not representative of the proposal. Mr. Horton and Mr. Clauss are not present to answer questions.

Nancy Rogan suggested that the application be tabled pending clarification of the proposal and receipt of an accurate rendering of the project.

MOTION: Moved by Greg Cappelli to table VZP-2026-24, 70 Elizabeth Street, Drew Horton/Trey Clauss, Architectural Design Review of proposal to construct a roof over the existing deck pending receipt of an accurate rendering of the project. Seconded by Blair Hamilton. Vote 4-0. Carried.

DISCUSSION: Nancy Rogan presented VSP-2026- , Sign Permit application for a directional wall sign at 24 Washington Street from Brad Earley.

Greg Keyser advised that the existing carhartt wall sign on the Monroe Street side of the building will be removed and replaced with a directional sign for the Cannabis Dispensary entrance on Monroe Street. The applicant is not present to answer questions.

Nancy Rogan noted that the building is in the Historic District and those regulations apply. We need more information.

MOTION: Moved by Greg Cappelli to table VSP-2026, 24 Washington Street, Brad Earley, Sign Permit application for a wall sign pending more information from the applicant. Seconded by Damon Newpher. Vote 4-0. Carried.

DISCUSSION: Nancy Rogan presented VZP-2026-23, 14 Elk Street, Alan Lahrs, Referral from the Zoning Board of Appeals for an advisory opinion on the proposed accessory garage.

Greg Keyser presented the proposal to construct a 2-car garage. The application is before the ZBA for two variances to the side yard setback and total side yard setback. The ZBA is concerned with the 25 foot variance request to the side yard property line facing Van Buren Place. They do not want to issue a large variance if there are possible Site Plan and Architectural Design issues that would keep the Planning Board from approving the project.

Mr. James Fittante, representing the applicant, noted that they are restricted as to a location due the corner lot requirements. There is a tree line so the garage will not be visible on Van Buren Place. The driveway curb cut is off Elk Street.

Greg Cappelli suggested turning the garage to face Van Buren Place with the driveway off of Van Buren. You could move the garage back behind the house and a 25 foot variance would not be needed. This is more in keeping with the character of the neighborhood as most houses have attached garages.

Damon Newpher noted that there are non-conforming lots in the Village and the trees are not the issue.

Greg Keyser advised that the ZBA did not set a public hearing for their July meeting as there are concerns with the large variance and they are waiting for a recommendation from the Planning Board. Will Mr. Lahrs consider changes to the plan?

James Fittante said he will relay the concerns to Alan Lahrs and discuss making changes to the plan.

MOTION: Moved by Greg Cappelli to adjourn at 6:00 p.m. Seconded by Blair Hamilton. Vote 4-0. Carried.

Submitted by: Donna Baldwin, Secretary