



**NIAGARA COUNTY PLANNING BOARD**  
SAMUEL M. FERRARO CENTER FOR ECONOMIC  
DEVELOPMENT  
6311 INDUCON CORPORATE DRIVE  
SANBORN, NEW YORK 14132

**Joseph Kibler**  
**Chairman**

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**MEETING MINUTES**

**Niagara County Planning Board**  
**6311 Inducon Corporate Drive – Suite One**  
**Sanborn, New York 14132**  
**Monday, February 26, 2024 – 2:00 p.m.**

**Members Present:** William Agronin, J. Anthony Collard, Walter Garrow, Joseph Kibler, Norman Machelor, Thomas Ohol, James Sobczyk (Via Webex),

**Members Absent:** Michael Carney, Garret Meal (Ex-Officio), Mary Jo Tamburlin(Ex)

**Staff Present:** Nathaniel Bonafede, Jacqueline Minicucci

1. The meeting was called to order by Chairman Kibler at 2:00 pm.
2. Approval of the January 22, 2024 Meeting Minutes – A motion for approval was made by Mr. Garrow and seconded by Mr. Agronin. Unanimous. Carried.
3. Niagara County Planning Board Referrals

**No. 6934 – Village of Lewiston – Zoning Text Amendment**

Request by The Village of Lewiston for the Planning Board to review proposed Local Law #1-2024 prohibiting self-storage facilities due to the lack of an industrial zone suitable for such business. There was no representative present for the referral. Mr. Machelor, board member, stated he was aware of the amendment and could speak to the issue. Mr. Machelor informed the board that the Village of Lewiston does not have self-storage facilities specifically named as an exclusion in its current zoning, but believe it should be added due in part to the village's small size and lack of a suitable district for their accommodation. A motion for approval was made by Mr. Collard and seconded by Mr. Sobczyk. 6 Yes, 0 No, 1 Abstain (Machelor). Carried.

**No. 6935 – City of Niagara Falls – Site Plan Review**

Request by Montante Construction, LLC for the Planning Board to review a site plan to allow for the renovation of a former laundromat into two residential units with commercial space located at 600 Niagara Street. The property is .05 acres and is zoned D1-B, Transition, Medium Density. Byron DeLuke of Montante Construction and Kevin Forma from the City of Niagara Falls were present to discuss the project. Mr. DeLuke stated that the proposal includes renovation of the current building into two 600 sq. ft. 1-bedroom apartment units and a commercial suite. The front façade of the building will be demolished and replaced with a large glass storefront system. The main entrance to the residences will be on Sixth Street. The landscape plan includes new concrete and vegetation including trees that meet code requirements. Board members had concerns regarding parking. Mr. Forma stated that most of the residences in the area use on street parking which is legal. Alternate side parking regulations will be in effect during the snow removal season. A motion for approval with the recommendation that parking be reviewed was made by Mr. Machelor and seconded by Mr. Agronin. Unanimous. Carried.



**No. 6936 – Town of Lewiston – New Local Law**

Request by the Town of Lewiston for the Planning Board to review proposed Local Law #1-2024 in Section 360 regulating the use of transient or short-term rentals within the Town of Lewiston. John Jacoby and Rob Morreale of the Town of Lewiston were present to discuss the referral. Mr. Jacoby stated that the law intends to restrict short-term rentals from locating in the town's residential and agricultural areas due to their negative impact. The Town of Lewiston will require a special use permit for short-term rental operations locating within the town's Business, Rural Business and Traditional Neighborhood districts. In addition, further definitions were added to the zoning code in reference to Transient or Short-Term Rentals. Mr. Machelor asked if there was a limit set on the number of allowed operations and Mr. Jacoby stated there has not been a limit set at this time. A motion for approval was made by Mr. Garrow and seconded by Mr. Agronin. 6 Yes, 0 No, 1 Abstain (Machelor). Carried.

James Sobczyk, Board Member left meeting at 2:32 pm

**No. 6937 – City of Niagara Falls – Zoning Text Amendment**

Request by the City of Niagara Falls for the Planning Board to review a zoning text amendment to add additional residential use limitations in R1 and R2 zoned districts to prevent single-family dwellings from being used as student rooming houses. Kevin Forma, Director of Planning, Tom DeBoy, Attorney, and Karen Kwandrans of Niagara University were present to discuss the referral. Mr. Forma stated that there has been an increase in the number of students moving into the residential areas surrounding the university and complaints from residents regarding noise, parties, garbage, and parking issues. The proposed amendment was modeled after one from the City of Binghamton which has shown to be effective. Student rooming houses will be allowed in R-3 districts. Ms. Kwandrans stated that the university is in favor of the restrictions and is currently working with the City of Niagara Falls on an alternative housing plan to help address the issue. A motion for approval was made by Mr. Machelor and seconded by Mr. Ohol. 6 Yes, 0 No. Carried.

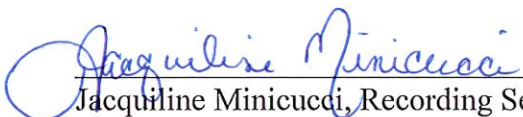
4. Old Business - None

5. New Business – None

- a.) Mr. Bonafede informed the board of Lead Agency designation correspondence received from the Lewiston Central School District and North Tonawanda City School Districts for capital improvement projects.
- b.) Mr. Bonafede informed the board that staff would like to return to the pre-covid format of distributing meeting materials. Prior to the meeting, board members will receive documentation for review digitally. At the meeting, an agenda will be provided but in an effort to save staff time, paper packets will no longer be distributed. Mr. Bonafede will be able to provide the board with digital documents as needed on site.

6. Adjournment – A motion was made by Mr. Collard and seconded by Mr. Ohol to adjourn the meeting at 2:43 p.m. Unanimous. Carried.

Respectfully submitted,

  
Jacqueline Minicucci, Recording Secretary