

Submission Requirements for Town of Aurora Site Plan Review

The Applicant shall submit to the Superintendent of Building a completed Site Plan Review application as well as 15 copies of the following documents where deemed necessary.

- ✓ 1. A boundary survey with site plan showing proposed lots, building locations (Proposed and existing), land use areas, utility easements, right-of-way boundaries, North arrow, date, scale, existing wetlands were applicable.
- ✗ 2. Topographical Survey based on United States Geological Survey data to extend a reasonable distance beyond proposed site. **Also list any changes to current topography.**
- NA 3. Location of existing and proposed easements.
- NA 4. Existing natural features such as watercourses, waterbodies, wetlands, wooded areas, flood hazard areas, 15% or more slope areas. Any changes to these features are to be noted.
- NA 5. Stormwater pollution prevention plan (SWPPP), if affecting an acre or more
- NA 6. Soil Test, regarding characteristics, capabilities and/or limitations for development according to TOA soil district
- ✓ 7. Location and design of all existing on-site as well as neighboring improvements including drainage, culvert pipes, waterlines, sanitary and storm sewer systems, retaining walls and fences.
- ✓ 8. Location and design of all utilities, proposed and existing, including, but not limited to electric, gas, water, cable, etc.
- ✓ 9. Location and design of all proposed and existing streets, parking lots, service areas, access drives, bicycle and pedestrian ways within and neighboring proposed site.
- ✓ 10. Location, height of buildings and front, side, and rear lot dimensions of all proposed buildings.
- NA 11. Location of all open space designated for "Green space", parks, playgrounds, landscape screening and general landscape proposals.
- NA 12. Location, size and design of all proposed signage and outdoor lighting. *existing*
- ✓ 13. Building elevation drawings, when required.
- ✓ 14. Grading and drainage plan showing existing and proposed contours at intervals not exceeding 2 feet. Include measures, devices and or structures for erosion and runoff control during and after construction.
- ✓ 15. Location of nearest fire hydrants and access for firefighters and their equipment.
- NA 16. Landscaping plan identifying plant materials, location of refuse areas, dumpsters and outdoor storage. Provisions for visual and noise screening.
- ✓ 17. Short EAF form – see attached
- ✓ 18. If not in 'B' district, notify abutting properties of proposed plans (Building Department will help).
- NA 19. Is approval needed by any other agency such as NYS Freshwater Wetland permit, US Army Corp of Engineer and Federal Wetland impact permit for this project? If so, list the approval type and time frame of approval.

TOWN OF AURORA
SITE PLAN REVIEW APPLICATION

Date submitted: 8/18/25

Applicant name: THOMAS J. STYNES

Applicant Phone/Email: 716-870-1812 tjstynes@gmail.com

Applicant address: 129 COOK RD., EAST AURORA, N.Y. 14052

Property owner: ST. PAULS LUTHERAN

Owner's address 53 WEST FALLS RD., WEST FALLS, N.Y.

Property address: 35 " " " " " "

SBL # (s) 186.04-1-21

Prior owner _____

Is site adjacent to or within 500 feet of an 'R' District? YES

=====

Proposed Project: ST. PAULS LUTHERAN ACCESSABLE ENTRANCE

Commercial _____ Multi family _____ Number of dwelling units _____
Zone: R1 Total property Acreage: 2.7 Acreage covered by bldg .17
Square footage of building: 1982 Cubic footage of building: _____

Aggregate square footage of other buildings on property: -

Fees, based on number of improved acres*

**Additional professional services, including but not limited to traffic study and SEQRA review,
utilized by the Town during the review process shall be borne by the applicant*

0-1 Acres: \$250 1.01-5 Acres: \$500 5.01-10 Acres: \$1,000 >10 Acres: \$1,500

Fee: \$ 250
Receipt: # _____

Received by _____
Town Clerk/Deputy Clerk

SEQOR action: _____ Type I (Long EAF) _____ Type II (Long EAF) ☒ Unlisted (Short EAF)

Thomas J. Stynes
129 Cook Rd.
East Aurora, NY 14052

**Town of Aurora
Town Board/Planning Board
East Aurora, NY 14052**

August 11, 2025

Ladies & Gentlemen,

Attached are documents requesting approval for the construction of a vestibule addition to our church, St. Pauls Lutheran, 53 West Falls Rd., West Falls. While there is presently a vestibule in the location of the proposed addition, it has surpassed it's useful life, and no longer serves the needs of an aging congregation.

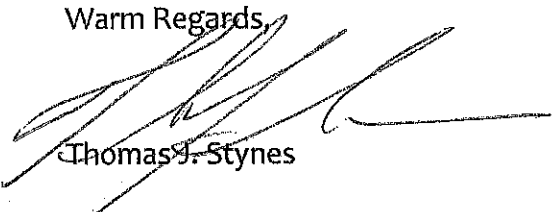
The new addition would allow a closer, safer and more accessible entry point for members of the church. It would also provide more room for foot traffic between the sanctuary and the other spaces of the church.

The additional stormwater created by the increased roof area will be discharged via gutters to splash blocks, which is the current condition. As the addition is on the interior of the property, it should have no impact on adjoining properties.

The church is serviced by public water, electric, and natural gas. There are no utilities in the area of the proposed addition, and all utilities are underground.

We are happy to answer any questions board members may have, please feel free to contact the undersigned. Thank you for your consideration in this matter, as we look forward to approval and commencement of a much needed and anticipated construction project.

Warm Regards,



Thomas J. Stynes

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: ST. PAULS LUTHERAN ACCESSABLE ENTRY ADDITION			
Project Location (describe, and attach a location map): 35 WEST FALLS RD., WEST FALLS, N.Y. 14170			
Brief Description of Proposed Action: TO PROVIDE A MORE ACCESSABLE ENTRANCE TO BOTH THE CHURCH AND COMMUNITY ROOM			
Name of Applicant or Sponsor: TOM STYNES		Telephone: 716-870-1812	
		E-Mail: tjstynes@gmail.com	
Address: 129 COCKE RD.			
City/PO: EAST AURORA, N.Y.		State: NY	Zip Code: 14052
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO ☒ YES ☐
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO ☒ YES ☐
3. a. Total acreage of the site of the proposed action?		0.23 acres	
b. Total acreage to be physically disturbed?		258.5 ~~acres~~ square feet	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		2.7 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
☐ Urban ☒ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland			

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	YES
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?		NO	YES
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?		☒	☐
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?		☒	☐
9. Does the proposed action meet or exceed the state energy code requirements?		NO	YES
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?		NO	YES
If No, describe method for providing potable water: _____ _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?		NO	YES
If No, describe method for providing wastewater treatment: _____ _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?		NO	YES
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☒	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?		NO	YES
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		☒	☐
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	☒	☐
a. Will storm water discharges flow to adjacent properties?	☒	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☒	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>THOMAS STYNES</u> Date: _____		
Signature: <u>[Signature]</u> Title: <u>MEMBER</u>		