

Olean Planning Board Meeting Minutes

Monday, December 14, 2020
Zoom Meeting

Attendance: **Chairman:** Tom Barnes
 Members: Chris Chapman
 Mary Fay
 Reed McElfresh
 Craig Polson
 Mark Sabella

Applicant(s): Larry Sorokes, Intandem
 Ken Bailey, Olean Revival Center
 Ryan Puccinelli, Puccinelli Redemption Center
 Della Moore, African American Center for Cultural Dev.
 Tammy Hilmey, Architect rep. African American Center for Cultural Dev.

Staff: Keri Kerper, CD Program Coordinator
 Kathleen Monroe, Sr. Account Clerk Typist

Other(s): Vernon Robinson, Jr., Alderman
 Linda Witte, Alderwoman
 Bob Clark, Olean Times Herald

1. Roll Call

Recognizing a quorum, Chairman Tom Barnes called the meeting to order at 6:35 p.m. and requested the roll call show all members present except Jerry Steiner.

2. Reading and approval of the November 23, 2020 meeting minutes

A motion was made by Mary Fay, seconded by Mark Sabella to approve the November 23, 2020 meeting minutes. Voice vote, ayes all. Motion carried.

3. Old Business

i. Intandem (SP #09-20)
1010 Wayne Street

Mr. Barnes advised the applicant failed to send the required notices to the property owners listed within a 250' radius ten days prior to the public hearing as requested therefore, the Board must set a new public hearing for the project.

After brief discussion, a motion was made by Craig Polson, seconded by Mark Sabella to set the public hearing for Monday, December 28, 2020 at 6:30 p.m. Voice vote, ayes all. Motion carried.

Ms. Kerper explained the revised public hearing materials would be emailed from the Department of Community Development on Wednesday and notices are required to be mailed via USPS to the property owners within a 250' radius by Friday, December 18, 2020.

ii. Olean Revival Center (SUP #01-20)
1307 Washington Street

Mr. Barnes suggested incorporating the comments received from the Department of Public Works and reviewed by the Board relating to the service disconnections and parking lot buffer into the conditions for the project.

Ms. Kerper advised she followed up with Code Enforcement regarding lighting, and there are no lighting requirements for the project. She noted existing lighting is required to meet Code regulations, and there is no existing lighting at the site.

Mr. Barnes advised no handicap spaces are required as there are two handicap on-street spaces on North Thirteenth Street and one on Washington Street per Council Resolution.

A motion was made by Craig Polson, seconded by Mark Sabella to approve Olean Revival Center (SUP# 01-20) with the following conditions:

- Lighting may be installed at the applicant's discretion that shall be shielded & directed downward.
- The applicant shall maintain the sidewalk in its current location.
- Water service shall be disconnected at the main prior to demolition, and all permit(s), inspections(s) shall take place throughout the demolition process.
- The curb cut shall require DPW review and approval.
- One parking space shall be eliminated to provide a 10'-15' buffer along the south end of parking lot to prevent encroachment onto neighboring properties.

Voice vote, ayes all. Motion carried.

Mr. Barnes wished the applicant luck in building their congregation.

Ms. Kerper advised the applicant would receive the approval notice with the conditions via email by Wednesday morning, and may follow up with Code Enforcement regarding permits for the project.

4. New Business

i. Puccinelli Redemption Center (SP #10-20)
683 East State Street

Mr. Puccinelli introduced himself to the Board and advised he is proposing to operate a bottle and can return center at the site. He explained there would be no changes to the interior or exterior of the building. Mr. Puccinelli indicated he would be leasing the building from Mr. Procacci.

In response to Mr. Barnes' inquiry regarding signage, Mr. Puccinelli indicated a small vinyl banner would be hung on the exterior of the building identifying the business. Mr. Barnes advised the sign permit would be a separate permit process through Code Enforcement.

Mr. Barnes explained the building has been vacant for more than a year and has changed from a restaurant to General Commercial creating a change in use.

Mr. Barnes referred to the comments received from the DPW Divisions on the project, and advised DPW Director Ring has suggested a buffer or rubber parking lot be installed between the southern-most parking space and sidewalk to prevent parking on the sidewalk.

Ms. Kerper referred to Code Enforcement Supervisor Jennings' December 2, 2020 memorandum noting the means of ingress and egress, parking, drainage and greenspace are adequate. She questioned if there would be any exterior lighting for the project, and Mr. Puccinelli indicated two exterior lights, one located on the front and one on the east side of the building are proposed for the project. Ms. Kerper advised the lighting would be required to be shielded and directed downward.

Mr. Barnes advised that although the site is located along a State roadway, the project would not require County referral due to the Cattaraugus County Planning Board's and the City of Olean's Referral Exemptions Agreement.

A motion to declare the Planning Board Lead Agency for an uncoordinated NYSEQRA review was made by Reed McElfresh, seconded by Chris Chapman. Voice vote, ayes all. Motion carried.

The Planning Board reviewed Parts I & II of the Short Environmental Assessment Form prepared for the project and made the following changes to Part I: question 3.b. add '0', question 3.c. add ".9"; question 4. add "Urban"; question 9. change to "yes"; question 12.b. change to "yes"; Mr. Barnes noted the entire City is designated as archaeologically sensitive and the project would have no ground disturbance; question 14. add "Urban and Suburban"; question 15. change to "yes" and add "Wavey Rayed Lampmussel, Longhead Darter and Rayed Bean". Mr. Barnes noted the endangered species listed may be found in creek beds and not on the project site. No changes were made to Part II. After brief discussion, a motion indicating that the Planning Board made a finding that the project would have no significant impacts, and that the Planning Board therefore issues a Negative Declaration for (SP #10-20), was made by Mary Fay, seconded by Craig Polson. Voice vote, ayes all. Motion carried. Mr. Barnes requested that due to the COVID-19 pandemic, Ms. Kerper sign in his absence and initial Part III.

A motion to certify the application complete was made by Mark Sabella, seconded by Craig Polson. Voice vote, ayes all. Motion carried.

After brief discussion, a motion was made by Chris Chapman, seconded by Mark Sabella to set the public hearing for Monday, December 28, 2020 at 6:32 p.m. Voice vote, ayes all. Motion carried.

Ms. Kerper explained the public hearing process to the applicant, and advised the materials would be emailed from the Department of Community Development on Wednesday morning.

**ii. African American Center for Cultural Development (SUP #02-20)
214 North Barry Street**

Della Moore introduced herself and Architect Tammy Hilmey to the Board, and advised the center is proposing to renovate the former law office into a cultural museum including gallery space and interactive touch screen technology. Ms. Hilmey explained the building is located in a R3 District and the museum would be a special permitted use. She indicated there would be no exterior renovations to the building except handicap accessibility. Ms. Hilmey advised the applicant is installing a three-station lift at grade level on the side of the building providing access to the first floor and basement.

Mr. Barnes advised there were no comments received from the Department of Public Works Divisions on the project. He explained the application would be a change in use.

Ms. Hilmey indicated one shrub would be removed from the front of the building to install a freestanding sign identifying the center. Mr. Barnes advised the sign permit would be a separate permit process through Code Enforcement. Ms. Hilmey noted the applicant is currently working on a design for signage and has been in contact with Code Enforcement regarding the sign requirements.

Ms. Hilmey advised a previously removed deck would be rebuilt on the rear of the building.

Ms. Hilmey referred to the renderings for the project and advised the parking area would be adjacent to the JCC roundabout at the back of the building and the Center has entered into an agreement with JCC for the use of their parking lot. She indicated there would be a small code compliant handicap accessible ramp from the JCC parking lot to the building and one on-site handicap parking space available. Ms. Hilmey explained the JCC parking agreement would include "Reserved for African American Center for Cultural Development" signage for a handicap parking space and eight 9' x 20' parking spaces.

Ms. Hilmey indicated the second story of the building would include office space and a small library that would not be ADA accessible; however, the interactive touch screens on the first floor and basement would allow access to interactive exhibits and information.

Ms. Kerper referred to Code Enforcement Officer Ryan Reed's December 7, 2020 memorandum and advised the means of ingress and egress, parking, greenspace and drainage are adequate. She noted the applicant is proposing exterior lighting on the front and east side of the building that would be shield and directed downward.

A motion to declare the Planning Board Lead Agency for an uncoordinated NYSEQRA review was made by Chris Chapman, seconded by Mary Fay. Voice vote, ayes all. Motion carried.

The Planning Board reviewed Parts I & II of the Short Environmental Assessment Form prepared for the project and made the following changes to Part I: question 4. add "Other and College"; question 14. add "Suburban"; question 16. mark "no"; Mr. Barnes noted the threatened or endangered aquatic species listed are located in creek beds and not present at the project site. No changes were made to Part II. After brief discussion, a motion indicating that the Planning Board made a finding that the project would have no significant impacts, and that the Planning Board therefore issues a Negative Declaration for (SUP #02-20), was made by Reed McElfresh, seconded by Mark Sabella. Voice vote, ayes all. Motion carried. Mr. Barnes requested that due to the COVID-19 pandemic, Ms. Kerper sign in his absence and initial Part III.

A motion to certify the application complete was made by Reed McElfresh, seconded by Mark Sabella. Voice vote, ayes all. Motion carried.

A motion was made by Chris Chapman, seconded by Craig Polson to set the public hearing for Monday, December 28, 2020 at 6:34 p.m. Voice vote, ayes all. Motion carried.

Mr. Barnes wished the applicant good luck and happy holidays.

Ms. Kerper explained the public hearing process to the applicant, and advised the materials would be emailed from the Department of Community Development on Wednesday morning.

5. Miscellaneous

There were no miscellaneous communications at this time.

6. Next Meeting Date

The next Planning Board meeting has been scheduled for Monday, December 28, 2020 at 6:30 p.m.

7. Adjournment

A motion to adjourn was made by Mary Fay, seconded by Craig Polson. Voice vote, ayes all. Motion carried. The meeting ended at approximately 7:30 p.m.