

## **Olean Planning Board Meeting Minutes**

**Monday, December 28, 2020**  
**Zoom Meeting**

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

**Applicant(s):** Mari Howard, Intandem  
                     Larry Sorokes, Intandem  
                     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):**           Kelly Andreano, 711 East State Street  
                         Susan Woods, 696 Garden Avenue  
                         Keith Woods, 696 Garden Avenue  
                         Bob Clark, Olean Times Herald

### **1. Roll Call**

Recognizing a quorum, Chairman Tom Barnes called the meeting to order at 7:05 p.m. and requested the roll call show all members present except Jerry Steiner and Chris Chapman.

### **2. Reading and approval of the December 14, 2020 public hearing & meeting minutes**

A motion was made by Craig Polson, seconded by Mary Fay to approve the December 14, 2020 public hearing minutes. Voice vote, ayes all. Motion carried.

A motion was made by Mark Sabella, seconded by Mary Fay to approve the December 14, 2020 meeting minutes. Voice vote, ayes all. Motion carried.

### **3. Old Business**

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

Mr. Barnes advised that after Board review of the proposed project, he has compiled a list of potential conditions for the project relating to exterior lighting, parking space size and dimensionality and signage.

Ms. Kerper advised staff provided City Forester's contact information to Intandem, if the applicant choses to remove or replace the pine trees previously mentioned on Wayne Street.

After brief discussion, a motion was made by Mary Fay, seconded by Craig Polson to approve Intandem (SP# 09-20) with the following conditions:

- Lighting shall be shielded & directed downward.
- Parking lot striping and space dimensions shall be Code compliant.
- Signage shall be a separate permit process through Code Enforcement and subject to Code's review and satisfaction.

Voice vote, ayes all. Motion carried.

Mr. Barnes thanked the applicant for its continued investment in the City.

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

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

Mr. Barnes advised that after Board review of the project, a list of potential conditions may include signage, exterior lighting and DPW Director Ring's comment suggesting a buffer or rubber-parking block be installed between the southern-most parking space and sidewalk to prevent parking on the sidewalk.

In response to comments received during the public hearing, Mr. Barnes advised that to require a wall or fence be erected on the rear of the property, the Board would need to table the application until the next meeting to allow for the owner of the property to be present. Ms. Kerper explained there is no fencing proposed on the Site Plan application, and there does not appear to be adequate room to install a privacy fence or wall. She reiterated the property is zoned Commercial.

Mr. Sabella shared the Google Map from his screen showing an overview of the property and explained that due to the shape of the building, the east side parking spaces are not in the direct line of site to the neighbor at the rear of the property and a fence is present that extends to the sidewalk.

Ms. Fay suggested the customers only park in the designated parking area and the box truck utilizes East State Street to access the front of the building for pickup to decrease traffic on Orchard Avenue.

Mr. Barnes questioned whether the box truck would have adequate room for ingress and egress from East State Street with the parking bumpers present, and suggested the addition of a striped loading and unloading zone.

Mr. Puccinelli indicated he would meet with the neighbor behind the building to inspect the fencing, and if required, he would post a sign inside the business suggesting customers not park on Orchard Avenue and add striping for a loading/unloading zone.

Mr. Sabella advised the applicant could not prevent customers from parking on a public street such as Orchard Avenue.

There was discussion regarding the installation of a buffer or rubber-parking block preventing the box truck from entering and exiting the building from East State Street, and the Board agreed not to take into account the recommendation of DPW Director Ring or to include a striped loading/unloading zone. Mr. Polson suggested the existing parking lot spaces be restriped and members agreed.

After brief discussion, a motion was made by Craig Polson, seconded by Mark Sabella to approve Puccinelli Redemption Center (SP# 10-20) with the following conditions:

- Lighting shall be shielded & directed downward.
- Parking lot shall be restriped to Code Enforcement's satisfaction.
- Signage shall be a separate permit process through Code Enforcement and subject to Code's review and satisfaction.

Voice vote, ayes all. Motion carried.

Mr. Barnes thanked the applicant for opening a business in the east end and investing in the City. He suggested the applicant follow up with the neighbors regarding the fencing at the rear of the property.

Ms. Kerper advised the applicant would receive the approval notice with the conditions via email.

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

Mr. Barnes explained the Site Plan was not previously finalized showing the ADA accessibility and requested the handicap ramp and lift be installed as presented by the Architect at the previous meeting.

Mr. Barnes requested the applicant provide a copy of the Parking Agreement between the African American Center for Cultural Development and Jamestown Community College to include in the file. Ms. Hilmey indicated she would provide the Parking Agreement to staff for the file.

A motion was made by Mark Sabella, seconded by Mary Fay to approve the African American Center for Cultural Development (SUP# 02-20) with the following conditions:

- Lighting shall be shielded & directed downward.
- ADA accessibility shall be installed as presented by Architect.
- Applicant shall provide a copy of the Parking Agreement between the African American Center for Cultural Development and Jamestown Community College.

- Signage shall be a separate permit process through Code Enforcement and subject to Code's review and satisfaction.

Voice vote, ayes all. Motion carried.

Mr. Barnes thanked the applicant and wished the organization luck at its new location.

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

#### **4. New Business**

There was no new business at this time.

#### **5. Miscellaneous**

Ms. Kerper thanked members for their patience and support during a challenging 2020 laden with technical difficulties.

#### **6. Next Meeting Date**

The next Planning Board meeting has been scheduled for Monday, January 11, 2021 at 6:30 p.m., if there is business.

#### **7. Adjournment**

A motion to adjourn was made by Mark Sabella, seconded by Craig Polson. Voice vote, ayes all. Motion carried. The meeting ended at approximately 7:35 p.m.