

Olean Planning Board Meeting Minutes

Monday, February 8, 2021

Zoom Meeting

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

Applicant(s): Scott Evingham, West State Auto

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

Other(s): 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 January 25, 2021 meeting minutes

A motion was made by Craig Polson, seconded by Reed McElfresh to approve the January 25, 2021 meeting minutes. Voice vote, ayes all. Motion carried.

3. Old Business

- i. West State Auto (SP #01-21)
2211 West State Street**

Mr. Evingham introduced himself to the Board, and advised he is proposing an automobile sales office and display lot of approximately 25 vehicles on the currently vacant site. He explained the dealership would be leasing the site from the property owner. Mr. Evingham indicated that detailing of vehicles would be performed on-site and mechanical repairs would be performed off-site. He advised a wooden deck containing stairs and handicap ramp would be built to allow for outside meetings with potential buyers and provide ADA handicap accessibility.

In response to Mr. Barnes' question whether the lot would be paved, Mr. Evingham advised he would not be paving the lot. He explained the structure would sit near the arched driveway and the asphalt portion would be resealed. The Board agreed drainage would be adequate for stormwater runoff and occasional washing of vehicles.

Ms. Kerper advised she verified with Code Enforcement that due to the small dimensions of the structure, there are no handicap spaces required.

Mr. Barnes inquired about the exterior lighting for the project, and Mr. Evingham indicated there would be three LED dusk-till-dawn lights affixed to the existing light pole. He explained one light would be placed facing right, one left and the other directly onto the structure and security cameras would be installed. There was discussion regarding the need for the lighting to be shielded and directed downward and the Board agreed that the lighting shall not spread beyond the property boundaries. Mr. Barnes advised that the addition of string lighting would require the applicant to submit a new site plan application and appear before the Board for its review and approval.

Mr. Barnes advised that signage would be a separate permit process through Code Enforcement. Mr. Evingham indicated he has applied for a sign variance from the Zoning Board of Appeals to erect an 8' x 12' sign that is larger than what is currently allowed.

In response to Ms. Fay's question regarding the existing concrete stairway on the site, Mr. Evingham advised the existing stairs are not included in the Site Plan or part of the project. He explained the stairs shown on the Site Plan are attached to the proposed deck.

Mr. Sabella inquired where on the property the structure would be placed, and Mr. Evingham indicated the structure would be placed behind the existing concrete stairway approximately 180' right of the pine tree and the water and sewer line would run from the right of the structure to tap into the City lines.

After brief discussion, a motion was made by Mark Sabella, seconded by Mary Fay to approve West State Auto (SP# 01-21) with the following conditions:

- ADA accessible ramp and deck shall be built subject to Code's satisfaction.
- Exterior pole lighting shall not spread beyond the property boundaries.
- The applicant shall apply under a separate sign permit process through Code Enforcement and the signage shall be subject to its review and satisfaction.

Voice vote, ayes all. Motion carried.

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.

Mr. Barnes thanked the applicant for investing in the City and wished him luck with the operation.

4. New Business

There was no new business at this time.

5. Miscellaneous

Mr. Barnes reiterated Southern Tier West would be offering training sessions in the Spring that would allow members to complete the annual four-hour training requirement. He indicated the flyer was sent from staff to members via email.

6. Next Meeting Date

The next Planning Board meeting has been scheduled for Monday, February 22, 2021 at 6:30 p.m., if there is business.

7. Adjournment

A motion to adjourn was made by Craig Polson, seconded by Chris Chapman. Voice vote, ayes all. Motion carried. The meeting ended at approximately 7:05 p.m.