

## **Olean Planning Board Meeting Minutes**

**Monday, May 10, 2021**

**Zoom**

**Attendance: Acting Chairman:** Craig Polson  
**Members:** Chris Chapman  
Mary Fay  
Reed McElfresh  
Jerry Steiner

**Applicant(s):** Chris Napoleon, Napoleon Engineering  
Tom Swift, Architect representing Napoleon Engineering

**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, Acting Chairman Craig Polson called the meeting to order at 6:30 p.m. and requested the roll call show all members present except Tom Barnes and Mark Sabella.

### **2. Reading and approval of the February 8, 2021 public hearing and meeting minutes**

A motion was made by Mary Fay, seconded by Reed McElfresh to approve the February 8, 2021 public hearing and meeting minutes. Voice vote, ayes all. Motion carried.

### **3. Old Business**

There was no old business at this time.

### **4. New Business**

- i. Napoleon Engineering (SP #02-21)**  
**1601 Johnson Street**

Mr. Napoleon advised the company is proposing to construct an approximately 24,000 sq. ft. addition to the existing structure located at the site including 13,000 sq. ft. of asphalt pavement. He noted the company currently occupies three buildings located at 241 Adams Street, 608 South Union Street and 1601 Johnson Street. Mr. Napoleon explained the addition would allow all manufacturing to occur at one location. He indicated the addition would also include restroom facilities and office space as well as inspection and testing areas.

Ms. Kerper referred to Code Enforcement Supervisor Dave Bauer's May 5, 2021 memorandum and advised the means of egress and ingress are appropriate and the greenspace is adequate. She explained that per the memorandum and City Code, the addition would require 46 parking spaces. Ms. Kerper referred to the updated site plan received from the applicant and advised that the parking is adequate. She noted the site plan does not show catch basins for stormwater runoff in the proposed 13,000 sq. ft. of new asphalt. Mr. Napoleon explained the stormwater runoff would be collected off the existing drainage. He indicated three shielded and directed downward LED lights would be located on the front of the building.

Ms. Kerper advised the project site is not a Brownfield nor is it part of the Superfund Site adjacent to the property. Mr. Napoleon explained Phase I Environmental Site Assessments were performed in 2010 and 2016 and the site has been remediated to the satisfaction of the NYS Department of Environmental Conservation. Ms. Kerper requested the applicant provide the latest Phase I Environmental Site Assessment for Board review and placement in the file. Mr. Napoleon indicated the Assessment would be available for pickup at the Johnson Street location.

A motion to declare the Planning Board Lead Agency for an uncoordinated NYSEQRA review was made by Jerry Steiner, seconded by Craig Polson. 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 2. remove to "SHPO" and "Cattaraugus County Planning Board"; question 5. add "Aquatic"; question 14. add "Urban". 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 #02-21), was made by Mary Fay, seconded by Chris Chapman. Voice vote, ayes all. Motion carried. Acting Chairman Mr. Polson 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 Jerry Steiner. Voice vote, ayes all. Motion carried.

A motion was made by Mary Fay, seconded by Jerry Steiner to set the public hearing for Monday, May 24, 2021 at 6:30 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.

## **5. Miscellaneous**

There was no miscellaneous business at this time.

## **6. Next Meeting Date**

The next Planning Board meeting has been scheduled for Monday, May 24, 2021 at 6:30 p.m.

## **7. Adjournment**

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