

Olean Planning Board Meeting Minutes

Monday, May 24, 2021

Zoom Meeting

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

Applicant(s): Chris Napoleon, Napoleon Engineering
 Andrew Kosa, Napoleon Engineering

Staff: 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 Mark Sabella.

2. Reading and approval of the May 10, 2021 meeting minutes

A motion was made by Jerry Steiner, seconded by Craig Polson to approve the May 10, 2021 meeting minutes. Voice vote, ayes all. Motion carried.

3. Old Business

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

Ms. Monroe read the list of potential conditions previously discussed for the project which included shielding and directing of the lighting downward, and the applicant shall provide the

appropriate Phase I Environmental documentation for the file relating to the cleanup of the property. She advised the applicant provided the 2016 Phase I Environmental Site Assessment for Board review and placement in the file.

A motion was made by Craig Polson, seconded by Mary Fay to approve Napoleon Engineering (SP # 02-21) with the following conditions:

- Lighting shall be shielded and directed downward.
- The applicant shall provide the appropriate Phase I Environmental documentation for the file relating to the cleanup of the property and is deemed to be satisfactory.

Voice vote, ayes all. Motion carried.

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

Ms. Monroe 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. Focus Physical Therapy of Olean (SP #03-21) 610 Wayne Street

Mr. Barnes advised the applicant is not in attendance to discuss the project. He explained the applicant is proposing a 640 sq. ft. addition to the building and parking lot expansion.

Mr. Barnes referred to Code Enforcement Officer Ryan Reed's May 18, 2021 memorandum and advised the means of egress and ingress, stormwater runoff, existing lighting and greenspace are adequate. He noted the existing signage is Code compliant. Mr. Barnes advised that eight parking spaces are required per Code, and the project would add seven additional parking spaces to the existing nineteen that include two handicap accessible parking spaces. He suggested staff follow up with Code Enforcement and the Department of Public Works to confirm that storm drains would be tied into the City storm sewer system.

Mr. Barnes questioned whether the property located at 506 N. Sixth Street is included in the project, and in response, Ms. Monroe advised she would reach out to Code Enforcement for clarification of said property.

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 1. change to "no"; question 2. change to "no"; question 4. add "Urban, Industrial & Residential"; question 9. change to "yes"; question 13.b. mark "no"; question 14. add "Urban"; question 20. change to "no". Mr. Barnes requested staff verify with the applicant that no remediation has occurred at the site. He explained that if the site has been the subject of remediation for hazardous waste, the Board may reopen the SEQR review. Ms. Monroe advised she would verify with the applicant that the

site has not been the subject of remediation. 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 Craig Polson, seconded by Mary Fay. Voice vote, ayes all. Motion carried. Mr. Barnes requested that due to the COVID-19 pandemic, Ms. Monroe sign in his absence and initial Part III.

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

After brief discussion, a motion was made by Jerry Steiner, seconded by Craig Polson to set the public hearing for Monday, June 14, 2021 at 6:30 p.m. Voice vote, ayes all. Motion carried.

Ms. Monroe advised she would contact the applicant to explain the public hearing process, verify the site was not the subject of remediation and obtain the status of the property located at 506 North Sixth Street.

5. Miscellaneous

Ms. Monroe requested members who have not completed the 2021 annual Sexual Harassment Prevention Training previously provided by staff, to please complete the training at their earliest convenience.

6. Next Meeting Date

The next Planning Board meeting has been scheduled for Monday, June 14, 2021 at 6:30 p.m.

7. Adjournment

A motion to adjourn was made by Jerry Steiner, seconded by Craig Polson. Voice vote, ayes all. Motion carried. The meeting ended at approximately 7:00 p.m.