

City of Dunkirk Planning Board Meeting Minutes
March 24, 2016

Present: Ed Schober, John Mackowiak, and Chris Piede. Also present was Nicole Waite, Giced Garcia, and Nicole Gugino (Observer).

Absent: Andy Bohn

Meeting was called to order by Chris Piede at 6:32 p.m. located in the Mayor's Conference Room, in City Hall.

Acceptance of meeting's minutes: Ed Schober made a motion to accept the minutes of June 10, 2015, seconded by John Mackowiak. Carried, all voting aye.

Communications from the Public and Petitions: None

Old Business: None

New Business:

Ed Schober suggested the board act on Resolution #2016-3 first, as there was someone present from Iglesia Bautista Hispana.

***Construction Review – 201 Washington Ave – Iglesia Bautista Hispana
Resolution #2016-3***

Giced Garcia introduced herself as a trustee for the church. John Raugh from Kingsview did not attend, but asked the Board to contact him if they had any questions. Chris Piede asked if there was already an existing parking lot or if this would be brand new construction. Ms. Garcia indicated there is currently a gravel lot and they would like it to be black top.

The Board reviewed the color maps that were included with the application and asked what the yellow box with the X (upper left of lot) was for. Ms. Garcia was unsure. Ed Schober and Nicole Waite suggested it may be because that spot is right next to the sidewalk and they might have wanted to prevent anyone from parking on the sidewalk. Mr. Piede asked if they were going to be covering up the sidewalk with black top. According to Ms. Garcia that currently there is only sidewalk on the corner and along a portion of Second Street as seen in the map. If there was other sidewalk it had already been covered by a previous owner. Mr. Piede asked if it was okay for the new plan to keep part of a sidewalk covered. John Mackowiak indicated it was pre-existing so the church would not have to address it.

Mr. Mackowiak asked if there was any drainage included in the new parking lot. Ms. Garcia did not believe so, but that the lot would be tapered to direct water. He asked

where they planned to put snow if there were no drains. According to Ms. Garcia, Kingsview Paving would be getting permission from the SUNY Fredonia Incubator to plow snow onto their land.

Ed Schober made a motion to approve the parking lot construction, contingent upon the plan complying with the City Code, and Mr. Raugh from Kingsview getting written permission from the SUNY Fredonia Technology Incubator to plow snow onto their property. John Mackowiak seconded the motion. Carried, all voting aye.

***Sign Review - 21 E Second St - BOCES
Resolution #2016-4***

Cody Britton from Southpaw Signs indicated he would be in attendance for this meeting, but he was not. No one else involved in the project attended. Therefore, the Board could not act on this application.

***Election of Officers
Resolution #2016-1***

John Mackowiak nominated Chris Piede for Chair, Board of Directors. Ed Schober seconded the nomination.

Chris Piede nominated John Mackowiak as Vice Chair. Ed Schober seconded the nomination.

Ed Schober nominated Nicole Waite as Recording Secretary. John Mackowiak seconded the nomination.

John Mackowiak made a motion to pass Resolution #2016-1 with the nominated officers, seconded by Ed Schober. Carried, all voting aye.

***2016 Meeting Schedule
Resolution #2016-2***

Nicole Waite indicated that if as we get closer to a scheduled meeting date and the date, time, or location needed to be changed, it could as long as we had ample time to notify the public.

John Mackowiak made a motion to adopt the 2016 Planning Board Meeting Schedule. Seconded by Ed Schober. Carried, all voting aye.

Ed Schober made a motion for adjournment at 7:02 p.m., seconded by Chris Piede. Carried, all voting aye.

CITY OF DUNKIRK PLANNING BOARD

RESOLUTION

No. 2016-3

A meeting of the Planning Board (the "Board") of the City of Dunkirk (the "City"), was convened on Thursday March 24, 2016 at 6:30 p.m.

The following resolution was duly offered and seconded, to wit:

**RESOLUTION AUTHORIZING PARKING LOT FOR IGLESIA
BAUTISTA HISPANA**

WHEREAS, the City Code provides that the Board shall have full power and authority make investigations, maps, reports, recommendations, and approvals relating to the planning and development of the city; and

WHEREAS, pursuant to these duties the Board has reviewed the information supplied by Iglesia Bautista Hispana for parking lot located at 201 Washington Ave; and

WHEREAS, the Board wishes to approve the transaction submitted and reviewed subject to the conditions contained below; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY OF DUNKIRK PLANNING BOARD AS FOLLOWS:

Section 1. Hereby offers its approval to Iglesia Bautista Hispana for the sole purpose of approving the parking lot for 201 Washington Ave.

Section 2. The above approval is subject to the following terms and conditions:

1. Written approval must be obtained from the SUNY Fredonia Technology Incubator allowing Iglesia Bautista Hispana to plow snow from the parking lot onto college's property.
2. The plan must be complaint with City of Dunkirk Code.

Section 3. The above resolutions shall take effect immediately.

Dated: March 24, 2016

STATE OF NEW YORK)
COUNTY OF CHAUTAUQUA) SS:

I, the undersigned Recording Secretary of the City of Dunkirk Planning Board, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the City of Dunkirk Planning Board (the "Board"), including the resolution contained therein, held on March 24, 2016, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Board and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of the Board had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Board present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City this 24th day of March, 2016.



Nicole Waite
Recording Secretary
City of Dunkirk Planning Board

[SEAL]

Approved 3-0

CITY OF DUNKIRK PLANNING BOARD

RESOLUTION

No. 2016-1

A meeting of the Planning Board (the "Board") of the City of Dunkirk (the "City"), was convened on Thursday, March 24, 2016 at 6:30 p.m.

The following resolution was duly offered and seconded, to wit:

**RESOLUTION AUTHORIZING THE APPOINTMENT OF
OFFICERS OF THE BOARD**

WHEREAS, the City Code provides that the Board may appoint such officers and assistant officers as the Board may determine to be appropriate and, pursuant to same, the Board wishes to Appoint the offices of CHAIR, VICE CHAIR, RECORDING SECRETARY; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY OF DUNKIRK PLANNING BOARD AS FOLLOWS:

Section 1. The following persons are appointed as officers of the Board:

Chair, Board of Directors – Chris Piede

Vice Chair – John Mackowiak

Recording Secretary – Nicole Waite

Section 2. The above resolutions shall take effect immediately.

Dated: March 24, 2016

STATE OF NEW YORK)
COUNTY OF CHAUTAUQUA) SS:

I, the undersigned Recording Secretary of the City of Dunkirk Planning Board, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the City of Dunkirk Planning Board (the "Board"), including the resolution contained therein, held on March 24, 2016, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Board and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of the Board had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Board present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City this 24th day of March, 2016.



Nicole Waite
Recording Secretary
City of Dunkirk Planning Board

[SEAL]

CITY OF DUNKIRK PLANNING BOARD

RESOLUTION

No. 2016-2

A meeting of the Planning Board (the "Board") of the City of Dunkirk (the "City"), was convened on Thursday, March 24, 2016 at 6:30 pm

The following resolution was duly offered and seconded, to wit:

RESOLUTION AUTHORIZING 2016 MEETING SCHEDULE

WHEREAS, the City Code provides that the Board shall have full power and authority make investigations, maps, reports, recommendations, and approvals relating to the planning and development of the city; and

WHEREAS, the Board seeks to meet on a regular basis to promote the business of the board;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY OF DUNKIRK PLANNING BOARD AS FOLLOWS:

Section 1. The 2016 Planning Board meeting schedule shall be as follows:

March 24, 2016-6:30 pm Mayor's Conference Room, City Hall

April 28, 2016-6:00 pm Mayor's Conference Room, City Hall

May 26, 2016-6:00 pm Mayor's Conference Room, City Hall

June 23, 2016-6:00 pm Mayor's Conference Room, City Hall

July 28, 2016-6:00 pm Mayor's Conference Room, City Hall

August 25, 2016-6:00 pm Mayor's Conference Room, City Hall

September 22, 2016-6:00 pm Mayor's Conference Room, City Hall

October 27, 2016-6:00 pm Mayor's Conference Room, City Hall

November 17, 2016-6:00 pm Mayor's Conference Room, City Hall

December 22, 2016-6:00 pm Mayor's Conference Room, City Hall

Section 2. The above resolutions shall take effect immediately.

Dated: March 24, 2016

STATE OF NEW YORK)
COUNTY OF CHAUTAUQUA) SS:

I, the undersigned Recording Secretary of the City of Dunkirk Planning Board, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the City of Dunkirk Planning Board (the "Board"), including the resolution contained therein, held on March 24, 2016, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Board and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of the Board had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Board present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City this 24th day of March, 2016.



Nicole Waite
Recording Secretary
City of Dunkirk Planning Board

[SEAL]