

City of Dunkirk Planning Board Meeting Minutes
June 23, 2016

Present: Ed Schober. Also present was Nicole Waite and Jen Osborne-Coy (E2CCB)

Absent: Chris Piede, Andy Bohn, and John Mackowiak.

Meeting was called to order by Ed Schober at 6:10 p.m. located in the Mayor's Conference Room, in City Hall. A quorum was not present.

Acceptance of meeting's minutes: Due to lack of quorum, no vote was taken on the March 24, 2016 meeting minutes.

Communications from the Public and Petitions: None

Old Business: None

New Business:

Ed Schober requested that Jen Osborne-Coy, representing E2CCB, describe her project so that the information could be relayed to the absent board members.

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

Ms. Osborne-Coy explained the use of the building where the sign would be located. The room behind the window is an adult learning room for persons participating in the BOCES program.

Mr. Schober reviewed the color photo included with the application and asked for more specific information about the two proposed signs. Ms. Osborne-Coy said that the window sign would be made out of vinyl, would be adhered to the inside of the window, and would be fully removable. The reasoning for choosing an interior sign is that it will be easy to maintain, especially during winter months when snow can block signage. Her organization was unsure if it needed the Planning Board's approval for the removable sign, but wanted to err on the side of caution.

It could be made solid or perforated, allowing people to see inside so she asked Mr. Schober if the Board had a preference. He said that he had no preference and it would be up to her organization to decide. She indicated they might prefer solid to protect persons inside from the sun.

She went on to explain that the final picture would be a high resolution stock photo purchased from IStock and will represent adult learning. The purpose of this sign is to increase foot traffic and explain to people what is going on inside the building.

The other sign that says "Adult Education / La Educacion de Adultos" would be a flat metal sign screwed into the brick, and would be located where the former café sign had been.

Since no quorum was present the Board took no formal action on this sign review. However, Mr. Schober indicated he would reach out to the absent Board members the following Monday to fill them in on the project. After those discussions the Board will contact Ms. Osborne-Coy to let her know how they intend to proceed.

The meeting ended at 6:28 p.m.