

City of Dunkirk Planning Board Meeting Minutes  
September 25, 2014

**Present:** Andy Bohn, Chris Piede, John Mackowiak and Ed Schober. Also present were Director of Development Steve Neratko, Daniel Coilligan representing 761 Central Ave. and Lacy Lawrence.

**Absent:** Bill Tuggle.

Meeting was called to order by Andy Bohn at 5:58 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 12, 2014, seconded by John Mackowiak. Carried, all voting aye.

**Communications from the Public and Petitions:** none.

**Old Business:** none

**New Business:**

***Site Review - 761 Central Ave- Becc Property Mgmt. LLC  
Resolution 2014-6***

Daniel Coilligan handed out the prints for the project. He explained there is a gravel driveway and they would like to add 11-12 parking spaces in the back. The existing shed will stay. There is an existing block foundation that has a flat roof on it. They are proposing to add a 2 story building between that exiting building and the existing "partial basement space." There will be a ramp to go onto the front porch. There will be no changes along the property lines. The basement will stay. The area under the new addition will be turned into climate controlled dry storage for documents. There will be hook ups installed in case the building wanted to be converted back into a residential building at a later time. The building is located in the Historic District and they are staying with vinyl siding. They are considering raised panels along the porch and ramp. Ed Schober stated he thought the residential appearance of the outside of the building was good as well as capturing the period details. Andy Bohn stated he was glad the parking would be located behind the building.

Ed Schober made a motion to accept the proposed renovations with the stipulation that the planning board will review the sign at a later date, seconded by John Mackowiak. Carried, all voting aye.

Ed Schober mentioned an article about the Iglesia Church project and wondered if planning board had received anything on it. Lacy Lawrence noted she had seen the

process might go through the Harbor Commission then Zoning Review and then Planning Board.

Training waiver documentation will be emailed to everyone.

Ed Schober made a motion to adjourn, seconded by John Mackowiak. All voted in favor.

**CITY OF DUNKIRK PLANNING BOARD**

**RESOLUTION**

**No. 2014-#6**

A meeting of the Planning Board (the "Board") of the City of Dunkirk (the "City"), was convened on Thursday September 25<sup>th</sup> 2014 at 6:00 p.m.

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

**RESOLUTION AUTHORIZING SITE PLAN FOR BECC  
PROPERTY MGMT LLC FOR CONVERSION OF RESIDENCE  
PROPERTY TO OFFICE BUILDING**

**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 BECC Property Mgmt LLC for the project located at 761 Central Ave relating to the site plan; 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 BECC Property Mgmt LLC for the sole purpose of approving the site plan for conversion of residence property to an office building with a two story addition at the property located at 761 Central Ave.

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

1. With stipulation that the signage plans will be reviewed at a later date.
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Section 3. The above resolutions shall take effect immediately.

Dated: September 25, 2014

STATE OF NEW YORK            )  
COUNTY OF CHAUTAUQUA    ) SS:

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

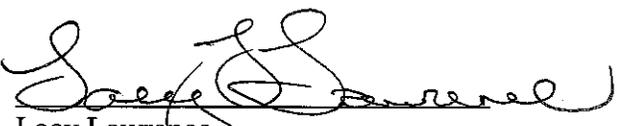
That I have compared the annexed extract of minutes of the meeting of the City of Dunkirk Planning Board (the "Board"), including the resolution contained therein, held on September 25, 2014, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings 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 25<sup>th</sup> day of September, 2014.

  
Lacy Lawrence  
Recording Secretary  
City of Dunkirk Planning Board

[SEAL]

Application

CITY OF DUNKIRK, NEW YORK

FEE
\$ _____

& Permit

No. .... APPLICATION FOR BUILDING AND ZONING PERMIT

Date .....

Cost .....

Note—No permit for new construction will be issued unless this application blank is properly filled out. Two sets of plans, specifications and a plot plan must be submitted with your request.

INSTRUCTIONS

1. This application blank is to be filled out by typing or printing and must be submitted to the Building and Zoning Officer of the City of Dunkirk.
2. Completed Building Permit Application must be filed with the Building and Zoning Officer by the applicant or his representative.
3. The work covered by this application shall not be commenced before issuance of a Building Permit by the Building and Zoning Officer.
4. Upon approval of this application a Building Permit will be issued to the applicant by the Building and Zoning Officer. The Building Permit shall be posted upon the premises in a conspicuous place so as to be visible from the street throughout the period of construction.
5. No structure or use for which a Building Permit has been issued shall be occupied or used in whole or part upon completion for any purpose until a Certificate of Occupancy shall have been granted by the Building and Zoning Officer.

Application is hereby made for permission to .....operate an office from existing residence.....

Type of Building ....wood..frame..... Type of Siding ....vinyl.....

Type of Foundation ....stone/block..... To be used as .....office.....

Size of Building ....30.....ft. wide .....66.....ft. long .....20.....ft. high.

Building to be located on the ..... front, ..... rear, ..... side. Sec. 96.06 Block ..2., Lot ...32.

Size of lot on which building is to be located is ...95..... ft. wide, .....233..... ft. deep. Distance of building to front property line is ...43.5..... ft. The nearest right is ....11.5..... ft. and the nearest left is ...31.5..... ft. Rear yard is .....115..... ft.

To be located in a R-3/HD... zone at .....761 Central..... ~~Street~~ Avenue.

on ..... North, ..... South, ..... East, ..... West side.

Owner ....Becc Property Mgmt LLC..... Address .....1007 Central Avenue, Dunkirk, NY.....

Contractor ..... Address .....

By ..... Address .....