

**PLANNING BOARD MEETING**  
**WEDNESDAY FEBRUARY 24, 2020 AT TOWN HALL**  
**SOUTHERN CHAUTAUQUA FEDERAL CREDIT UNION**

**PRESENT** : Craig Lyford, Shari Miller, Carl Brandt.

**PRESENT:** (VIA ZOOM) Bob Price

**ABSENT:** Jay Warren

**ALSO, PRESENT:** Code Enforcement Officer Ryan Mourer, Secretary to Planning Kyle Coughlin, Richard Purol, Bob Penharlow, Dr. Jay Bishop, Juan Pagan, James A. Casini, John Felton, Andy Johnson, and Randall Knisley.

Chairperson Miller called the meeting to order at 5:00 p.m. and started the meeting with the pledge to the flag.

With all members listed present the meeting began with the presentation of public notice of the planning board meeting. This notice was presented to the public on February 5<sup>th</sup>, 2021.

Notice was hereby given that; the Town of Dunkirk Planning Board would meet on Wednesday February 24, 2021 at 5:00 p.m. at the Town Hall, 4737 Willow Road, Town of Dunkirk. The purpose of the meeting is to review site plans submitted by ECO Strategies Engineering and Surveying on behalf of Southern Chautauqua Federal Credit Union located on Section 96.04; Block 1; Lot 18 of the Chautauqua County Tax Map. All interested persons shall be heard at said Site Plan Review meeting via Electronic means due to the Governor's executive order. Login information will be published on the Town's website at least five days before the hearing. Residents are also encouraged to send written comments to the Town Clerk via email to the town clerk or by mail to 4737 Willow Road, Dunkirk NY 14048.

Chairperson Miller discussed the purpose of the Site Plan Review found on Page 42 of the Dunkirk Zoning Law. "Future Development in the Town will influence the quality of life for all residents in Dunkirk. To ensure development conforms to the Region's Comprehensive Plan, the following procedures for site plan approval have been established."

Chairperson Miller discussed that this is the second Site Plan Review meeting for Southern Chautauqua Federal Credit Union but at a new location with revised plans and applications.

The Planning Board then began to review the submitted paperwork.

First, they reviewed the revised Site Plan Application.

Chairperson Miller stated that upon her review, this application was complete. She wanted to ensure that all Planning Board Members felt the same. She stated she would go through the pages and ask if there were any questions on that page.

Planning Board Members had no questions on Page 1 of the Site Plan application.

On Page 2 of this application member Lyford had a question regarding proposed lot coverage. He stated that it was listed on the application that the proposed lot coverage for the proposed project was 80 percent. He asked where isn't there a covered area in the plans. While he acknowledged there was some landscaping shown on the plans, he did not understand how this project was not covering more than 80 percent of the lot.

Engineer from ECO Strategies, Andy Johnson stated that they understood the application was referring to building coverage rather than the lot as a whole.

Randall Knisley further explained the landscape to Member Lyford on the plans, showing him all the areas that would be landscaped with pervious land.

With no further discussion on lot coverage the Planning Board discussed Page 3.

On Page 3 Member Lyford had a question. This question was in regards to the proposed building coverage addressed on this page. He stated that if the existing building was already 6900 sq. ft. and they have proposed a 3-bay drive-thru, wouldn't this then add to the square footage of the building or proposed building coverage.

Engineer, Andy Johnson stated that this drive thru wouldn't be a building but it would be an open canopy.

Member Lyford stated that he felt this would still be considered a structure.

Engineer, Randall Knisley stated that it would be an accessory of the building. He then acknowledged that this should probably be added into the total square footage of the building.

The representatives of the Credit Union stated that they were unsure whether or not the number in question needed to include the accessory of the building or not so that's why they did not include it.

Engineer, Andy Johnson stated that this was not going over impervious land so he felt that it wasn't going to affect the project as much as the physical structure of the building.

CEO of the Credit Union, John Felton stated that in previous projects similar to the one they had presented, they had not included this structure in the square footage or lot coverage.

It was later determined by Code Enforcement Officer, Ryan Mourer that since the canopy was going on a previously paved area and it was nothing to be concerned with in terms of the lot coverage.

Page 4 of the Site Plan Application was then discussed.

Member Brandt had a question/statement on this page. He stated that this was more of a statement of information to keep in mind about the area where the proposed project would be going. He stated that before Bob Evans and Home Depot were on this property it was Kmart. Kmart had run landscaping irrigation pipes all the way to Route 60. These lines run under the proposed site. He stated that to his knowledge these pipes still existed. He was unsure whether they were still part of a working system. He stated this would be something worth checking into in case something ever was to leak or happen with that old system that could affect this project. He

stated that Home Depot (located on the neighboring lot) would probably have information on this topic.

Engineer, Randall Knisley pointed to an area on the plans and stated that there is an area that shows a location of sprinkler valves. The engineers stated they will keep that in mind during the future progress of the project.

With no further questions on this page, the Planning Board moved on to the next application on the agenda.

The next application for review was the SEQRA short form.

Chairperson Miller had a question on Page 1. She stated that she had a question on number 5. She asked why "aquatic" was checked off.

Engineer, Andy Johnson stated that this was because there is a class C stream called Crooked Brook which does go through the area of the project location. He stated that this stream had turned into an engineered stream because it runs along the road.

No Planning Board Members had questions on Page 2 of the SEQRA.

On Page 3 Member Lyford had a question in reference to #16 which was "is the project located in the 100-year flood plain?"

Engineer, Andy Johnson explained that they marked no for this question because the road acts as a dam and the culvert that's letting crooked brook come into it acts as like a choke point. He stated that this means the culvert can only hold what it allows in and the flooding would actually occur on the opposite side of the street. He further stated that in order to get into that culvert it has to go under Route 60 so that acts as a regulator.

Member Lyford had another question on this page. He asked if there was an existing water retention plan for this property.

Engineer, Andy Johnson stated that he felt that there was from what he physically observed on the property.

Councilman, Juan Pagan added that there is a current retention pond located behind this property near Taco Bell and KFC.

Engineer, Andy Johnson also added that because they are not disturbing an acre of land, state rules do not apply to the project in terms of storm water.

There were no further questions regarding this application.

The Planning Board moved forward and began to review the Site Plan Drawings and Article XII Requirements.

Chairperson Miller began reviewing the Site Plan Checklist first.

She asked Members if they had questions on items 1 through 10.

Member's had no questions on those items.

She then asked Members if they had any questions on items 11- 28.

Chairperson Miller had a comment on number 14. She stated that on the application it was noted that Open spaces will be kept the same overall. She stated that in this application there is an addition of an ATM, a canopy for the 3-bay drive-thru, and a garbage area. There was no additional comment made on this.

Chairperson Miller then had another question about number 28 where the applicant stated proposed start date of February 22, 2021. Competition in 2021. All acknowledged this was very wishful thinking.

With no further questions, Planning Board Members thanked the Credit Union Representatives for filling out the Site Plan Checklist so clearly and answering all their questions.

Chairperson Miller then moved to Secretary to Planning, Kyle Coughlin and asked if she had received any information from the County Planning Department in reference to the proposed Credit Union.

Secretary Coughlin stated that she spoke with a representative from the Planning Department who said they did approve the project but she never received any correspondence via mail or email.

Engineer, Andy Johnson did receive feedback form the County Planning Department and proceeded to read the email. Code Enforcement Officer, Ryan Mourer also received the letter. (Secretary to Planning received a copy of this document via email on 2/24/21 at 8:27 p.m.)

Chairperson Miller also asked Secretary Coughlin about DOT approval for the proposed project. She stated that they never replied to her package, however this isn't something abnormal. She further explained that in her experience they do not reply often. Chairperson Miller wanted it on the record that the planning board would not be at fault if DOT were to not approve the project.

However, Engineer, Andy Johnson explained that he received DOT approval. He sent his information on December 14<sup>th</sup>, 2020 and reply was received on December 15<sup>th</sup>, 2020 stating DOT had not need to further review the project. Andy Johnson stated that the email he was sent form DOT was forwarded to Code Enforcement Officer, Ryan Mourer.

Ryan Mourer verified that this information being presented was correct. He stated that he had concerns about the traffic but since DOT had no issues, he did not either.

Project Presenters then began the presentation of the proposed project.

The CEO of the Credit Union, John Felton gave a presentation about the Credit Union and why they were interested in coming into the Town of Dunkirk. He stated that the Credit Union opened in 1958 and was out of his parents' house. John has been with the Credit Union since 1987. At that point the credit union was only one branch, located in John's parents house and had four million in assets. Since then, they have now grown to 8 branches. The branch in the Town of Dunkirk would be the nineth branch. The Credit Union now has 100 Million in assets.

One of the main fundamentals of the Credit Union is Community. Mr. Felton stated that they work with low income, low credit score families to help save them money and help them receive the

same opportunities middle class to upper class families have. The focus for this bank is households that live on a pay check to pay check basis.

He further explained that ten percent of his staff are bilingual to help local Hispanic communities. He explained that this is a critical factor in outreach expansion.

The bank also provides free income tax filing for local individuals. These individuals are not required to bank with the Credit Union to utilize this.

The Credit Union is currently associated with 6 schools. They also work with the students in these schools. The Credit Union has a plan that helps kids and their families save money. In this program kids have certain goals to meet on deposits. When these goals are met the Credit Union, provides 10 percent interest on these goals/deposits. If families or kids stick with this program, they should be able to save \$10,000.00 by the time they graduate high school. He stated that several kids and families have met this goal. They also work with kids by teaching them financial literacy by having them intern at the Credit Union. These kids essentially run the bank and are over watched by employees. This is something they are looking to potentially expand.

The Engineers of the project, Andy Johnson and Randall Knisley presented the site plans of the project.

Member Lyford had a question in regards to the roofing of the building. He asked if they were putting on a new roof or if the roof pictured was the roof that was already there.

Randall Knisley explained that they were utilizing the roof that was already there.

Member Lyford questioned if the color pictured on the roof was actually the color that was there.

Randall Knisley stated that he took a color swatch and matched it the best he could.

Andy Johnson explained that in terms of exterior changes, the only real changes were going to be painting the pavement and adding the canopy or the 3 bay drive-thru. He stated that they also were going to add a little more landscape and shrubbery to make it more esthetically pleasing.

Planning Board Members had questions regarding the traffic patterns.

Andy John stated there will be do not enter signs and traffic loop signs to help show people how traffic should flow when entering and exiting. There will be a bypass lane to go around the drive-thru to help assist the flow of traffic.

Chairperson Miller asked if there was an easement with Home Depot for the egress and ingress from Bennett Rd. and Vineyard Dr.

Andy Johnson stated that she was correct. There is an easement on the property for that purpose.

Member Lyford had a question about a transformer shown on the Site Plans. He stated he didn't recall seeing it there but it was noted as existing in the plans. He was concerned about the safety measures needed for this.

Andy Johnson stated that the electrical lines were underground in this area. He stated all the appropriate safety measures were in place for the transformer.

Member Lyford had a question in regards to the building plans itself. He stated that it was shown in the plans that it was noted a possible second use of the building and was curious what that meant in terms of fire code.

Code Enforcement Officer, Ryan Mourer stated that whatever that second use will be, it will have to meet current fire code.

Member Lyford had a question regarding a unit that went from the old kitchen of Bob Evan's and vented to the roof. It stated in the plans they were abandoning this.

Engineer, Andy Johnson stated that have to properly abandoned it. He stated they would put a lock on it and properly close it off.

Chairperson Miller asked if anyone in the audience would like to add any comments at this point in the meeting.

Councilman, Juan Pagan thanked the Credit Union for their hard work and perseverance on this project. He stated that what the Credit Union stands for will benefit the community and that is something the Board likes to see. He stated that he appreciated that their business caters to the different ethnic groups as there are not many businesses located in this area that do this.

Chairperson Miller stated the Planning Board had three options at this point.

1. Disapprove as the Planning Board sees.
2. Approve as the Planning Board sees.
3. Approve as the Planning Board sees with conditions.

And then forward this decision to the Town Board.

Member Lyford stated he didn't feel there were any needed conditions for this project in order to approve it.

Chairperson Miller agreed with him.

Member Price stated he also agreed, he felt the presentation is exactly what is expected of applicants.

Chairperson Miller stated this project is going to be a beautiful addition to the Town of Dunkirk.

With no conditions the Planning Board recommended that the Town Board Approves the Site Plan for Southern Chautauqua Federal Credit Union.

DATED 03/03/21

7

A motion was made by Member Lyford and seconded by Member Price. The vote was carried unanimously.

A motion to adjourn was made by Member Brandt and seconded by Member Lyford. The motion was carried. The Meeting was adjourned at 5:56 p.m.

Sincerely,

Kyle Coughlin  
Secretary to Planning