

PLANNING & DEVELOPMENT COMMITTEE

DRAFT MINUTES

January 21, 2020

6:00 pm

Council Board Room
One Batavia City Centre, Batavia NY

Members present: *David Beatty, Matt Gray, Tammy Hathaway, Robert Knipe, Duane Preston*

Members absent: Edward Flynn

Others present: Meg Chilano – Recording Secretary, Doug Randall – Code Enforcement Officer

I. Roll Call

Roll call of the members was conducted. Five members were present and Chairman Duane Preston declared a quorum.

II. Call to order

Mr. Preston called the meeting to order at 6:03 pm.

III. Previous Meeting Minutes

October 15, 2019 minutes were corrected as requested. Mr. Preston assumed the motion and the minutes were approved as corrected by unanimous consent.

RESULT: Approval of October 15, 2019 meeting minutes.

There were no corrections to the November 19, 2019 meeting minutes. Mr. Preston assumed the motion and the minutes were approved as written by unanimous consent.

RESULT: Approval of November 19, 2019 meeting minutes.

IV. Proposals

A. Exterior changes to a building located within the Business Improvement District (BID)

Address: *99 Main St.*

Applicant: Todd Audsley (Project Manager)

Actions: 1. Review application
2. Discussion and action by the board

1. Review Application

Mr. Preston read the summary of the proposal. Mr. Audsley explained that the first floor of the building will be used as a dentist's office; the second floor will be fitted out for use as office space; and, the third floor will consist of two apartments.

Mr. Audsley indicated that there were some problems with the masonry. The front of the building will be stripped and a new wall with better insulation will be constructed, and then veneered with brick. The second and third floor windows will be replaced.

Mr. Audsley said that the rear of the building is brick up to the third floor. Currently, the third floor does not occupy the entire footprint of the building; it stops approximately 20' short. That floor will be extended to bring it flush with the first two floors. He is uncertain at this point what material will be used.

2. Discussion and Action by the Board

Mr. Gray asked if the area on the roof is currently in existence. Mr. Audsley answered that it is a mezzanine. Mr. Knipe asked if the mezzanine is accessible from inside, and Mr. Audsley said that it can be reached from inside the apartments.

Mr. Knipe asked how many apartments and if they will be at market rate. Mr. Audsley responded that there will be two apartments at market rate.

Mr. Gray referred to the illustration and asked if the half windows at the top are shaded out. Mr. Audsley said that they are masonry recessed in the brick and will probably become some kind of cast panel.

Mr. Knipe asked about the height of the third floor ceilings, and Mr. Audsley indicated that they will be 10' in height.

Mr. Gray asked about signage space in the front window. Mr. Audsley explained that since Dr. Neppali will not be relying on walk-in trade, signage will not be a big issue.

Mr. Preston reported that the Genesee County Planning Board recommended approval.

MOTION: Mr. Knipe moved to approve the proposal. The motion was seconded by Ms. Hathaway, and on roll call, was approved 5-0.

RESULT: Application approved.

- B. Minor subdivision to reconfigure these two parcels and create two new parcels with different boundary configurations. One parcel will contain an existing commercial building with parking exceeding the minimum requirements of the BMC. The other parcel will remain a parking lot for the existing neighboring occupancies

Address: 311-313 & 309 West Main St.

Applicant: John Houseknecht (owner)

- Actions:**
1. Review application
 2. Public hearing
 3. SEQR
 4. Discussion and action by the board

1. Review Application

The applicant was not available to answer the board's questions.

MOTION: Mr. Gray moved to table the proposal. The motion was seconded by Ms. Hathaway, and on roll call, was approved 5-0.

RESULT: Application tabled.

V. Other/New Business/Updates: none

VI. Setting of Next Meeting: February 18, 2020

VII. Adjournment

Mr. Beatty moved to adjourn the meeting at 6:16 p.m. The motion was seconded by Mr. Knipe and all voted in favor.



Meg Chilano

Bureau of Inspection Secretary