

City of Olean

Zoning Board of Appeals

P.O. Box 668, 101 E. State Street, room 212
Olean, New York 14760
(716) 376-5683

A G E N D A

Zoning Board meeting to be held on Wednesday, August 27, 2025 at 5:45 pm in the City of Olean Municipal Building Council Chambers.

I. Meeting

1. Roll Call
2. Reading and approval of the August 13, 2025 meeting minutes.
3. Old Business –
 - Public Hearing - 1502 W. Henley (Home Occupation 2025218)
 - Public Hearing - 129 N. Third Street (Home Occupation 2025265)

II. Miscellaneous/Communications

III. Adjournment

City of Olean

ZONING BOARD OF APPEALS

P.O. Box 668, 101 East State Street, Room 212
Olean, New York 14760, (716) 376-5683

Minutes for Zoning Board Meeting held Wednesday, August 13, 2025 **Olean Municipal Building Council Chambers**

Present: Kelly Sweet, Steve Rogers, Bill Eaton, Otto Tertinek

Absent: Jim Rucinski, Tom Enright, Jim Dwaileebe

Staff: Shawn Wing, Jacob Herbert

Other: Lynneesa Mitchell

CALL TO ORDER

K. Sweet called the meeting to order at 5:45 p.m.

ROLL CALL

O. Tertinek read roll call. J. Rucinski, T. Enright, and J. Dwaileebe were absent.

READING AND APPROVAL OF THE MINUTES FROM July 23, 2025

K. Sweet noted that J. Dwaileebe and herself voted no on the area variance at 825 E. State Street. She also suggested changing the sentence structure in the motion the board made to amend 1502 W. Henley Streets application from a use variance to home occupation.

S. Rogers made a motion to approve the minutes as amended, seconded by B. Eaton. Voice vote, all ayes. Motion carried.

OLD BUSINESS

- **1502 W. Henley (Home Occupation Permit #2025218)**

O. Tertinek read the application from Wade Green, requesting a use variance to allow for an auto detailing business on the property. This request will vary from the requirements of Article 28, Section 4.2.2 of the City of Olean Zoning Law.

K. Sweet reminded that at the previous meeting, the board amended the application to be for a special use home occupation. She noted that the public hearing was originally set for this meeting but due to the public hearing not being published, the meeting will have to be re-scheduled to prevent violation of meeting law. K. Sweet made a motion to set the public hearing date for Aug. 27, 2025 at 5:47 pm, seconded by O. Tertinek. Voice vote, all ayes. Motion passed.

NEW BUSINESS

- **129 N. 3rd Street (Home Occupation Permit #2025265)**

O. Tertinek read the special use application from Lynneesa Mitchell to allow for a secondary use of the residence as a non-profit animal shelter. This request will vary from the requirements of Article 28, Section 4.2.2 of the City of Olean Zoning Law.

The Board reviewed the SEQR Part II. K. Sweet made a motion to declare the project an unlisted action and to make a negative declaration. Motion seconded by S. Rogers. Voice vote, all ayes. Motion carried.

O. Tertinek made a motion to declare the application complete, seconded by K. Sweet. Voice vote, all ayes. Motion carried.

Noting that the applicant was present, K. Sweet requested further background and details about the project be presented. L. Mitchell explained she started to rescue cats during the past winter due to subzero temperatures and has since made a point to try and help reduce the stray cat population. She says she has recently acquired her nonprofit designation and hopes to eventually have a permanent location for her shelter. She explained that she has some cats stay with her, using her spacious living room, and some others will stay at a number of foster homes that work with her.

S. Rogers asked how many she typically has at any given time and how she manages the waste from the animals. L. Mitchell explained that she can only manage around twenty cats at maximum but will only have around ten with her in her home with the rest being in different foster homes. She also stated that she disposes of the waste with multiple trips to the transfer station throughout the week.

O. Tertinek asked if she provides the cats with any medical care. L. Mitchell explained that she does provide them vaccinations, spaying, and neutering through multiple different veterinary locations.

O. Tertinek made a motion to set a public hearing for August 27, 2025 at 5:50 pm, seconded by B. Eaton. Voice vote, all ayes. Motion carried.

ADJOURNMENT

O. Tertinek made a motion, seconded by B. Eaton, to adjourn the meeting at 6:32 pm. Voice vote, all ayes. Motion carried.

Respectfully submitted,
Jacob Herbert

City of Olean
Department of Fire, Buildings, & Emergency Services
Code Enforcement Division

Olean Municipal Building, Rm. 212
P.O. Box 668, 101 E. State Street
Olean, NY 14760
716-376-5683, 716-376-5707 (fax)

Use Variance Application

Date: 6/27/2025

For Office Use Only
Application #: 2025218

Hearing Date/Time: Aug. 13, 2025 5:47pm

To: The Zoning Board of Appeals

I David Leca / Wade Green
(owner/applicant)

I Wade Green
(applicant, if different from owner)

Tenant
(relationship to owner)

hereby make application to the Zoning Board of Appeals for the City of Olean, New York for an Use Variance to permit the premises known as 1502 W. Henley St Olean NY 14760
(location)
to vary from the use requirements of the Zoning Law.

Detailed description of request:

Auto detailing on property.

This variance, if granted, will vary from the requirement(s) of:

Article 28 Section 4.2.2 of the Zoning Law.
Article _____ Section _____ of the Zoning Law.

In making its determination, the Zoning Board of Appeals shall take into consideration showing by the applicant that applicable zoning regulations and restrictions have caused unnecessary hardship. In order to prove such unnecessary hardship the applicant shall demonstrate and the Zoning Board of Appeals shall find that:

- (1.) Under the applicable regulations of this Law the applicant is deprived of all reasonable economic use or benefit from the property in question, which deprivation must be established by competent financial evidence; and
- (2.) That the alleged hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood; and
- (3.) That the requested use variance, if granted, will not alter the essential character of the neighborhood; and
- (4.) That the alleged hardship has not been self-created.

It is the responsibility of the applicant to present evidence sufficient to satisfy the Zoning Board of Appeals that the above standards proving unnecessary hardship have been met.

Wade Green
(owner's signature)

(date)

(applicant's signature)

(date)

City of Olean
Department of Fire, Buildings, & Emergency Services
Code Enforcement Division

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Use Variance Information

14.0.3 Powers and duties. *The zoning board of appeals shall have all the powers and duties prescribed by law and this law, which are more particularly specified as follows:*

1. Interpretation. It shall be the responsibility of the zoning board of appeals to hear and decide appeals from, and review, any order, requirement, decision, or interpretation made by the code enforcement officer.
2. Use variances.
 - a. The zoning board of appeals, on appeal from the decision or determination of the code enforcement officer, shall have the power to grant use variances, authorizing a use of the land which otherwise would not be allowed or would be prohibited by the terms of this law.
 - b. No such use variance shall be granted by the zoning board of appeals without a showing by the applicant that applicable zoning regulations and restrictions have caused unnecessary hardship. In order to prove such unnecessary hardship the applicant shall demonstrate and the zoning board of appeals shall find that:
 - c.
 - (1) The Applicant cannot realize a reasonable return, as shown by competent financial evidence.

ILLUSTRATIONS OF FINANCIAL EVIDENCE

- Bill of sale for the property, Present value of property, expenses for maintenance
- Leases, rental agreements
- Tax bills
- Conversion costs (for a permitted use) Realtor's statement of inability to sell/rent

- (2) That the alleged hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood,

ILLUSTRATIONS OF UNIQUENESS

- Topographic or physical features preventing development for a permitted use
- Why would it be possible to construct the applicant's proposal and not any of the permitted uses?
- Board member observations of the property and surrounding area

City of Olean
Department of Fire, Buildings, & Emergency Services
Code Enforcement Division

Olean Municipal Building, Rm. 212
P.O. Box 668, 101 E. State Street
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Zoning Permit Application

To Code Enforcement:

Date: 6/27/25

I hereby apply for a zoning permit pursuant to the Olean Zoning Ordinance to construct or alter a structure as set forth. This Application may be used in conjunction with any variance applications. **Please provide a separate application for each construction project. Please print in ink.**

Regarding Address: 1502 W. Henley St Olean NY 14760

Owner: David Luca Applicant: Wade Green

Addr: 1941 Faulkner Rd Addr: 1502 W. Henley St
Olean NY 14760 Olean NY 14760

Phone: _____ (h) _____ (w) Phone: 585-3071541 (h) _____ (w)

If you are applying for a change of use, please complete questions #1 & 6 and continue onto page 2. New construction requires full completion of this application.

1.) Please check one:

☒ a single-family dwelling

☐ a dbl-family dwelling

☐ a multi-family dwelling, number of units? _____

☐ currently, vacant land

☒ other (business) Please describe: Detailing (Interior & Exterior) ^{Automotive}

1.) Lot size: Width 36 ft Depth 90 ft Area 3240 sq. ft.

2.) List all of the structures currently on the lot:

(1)	(2)	(3)	(4)
<u>Single family home</u> (principal bldg) <u>1392 sq ft</u> w) <u>18</u> h) <u>2 story</u>	(describe structure) w) _____ l) _____ h) _____	(describe structure) w) _____ l) _____ h) _____	(describe structure) w) _____ l) _____ h) _____

4.) Are you applying for a New structure OR An addition (Please circle one)

5.) Proposal's dimensions: w) _____ l) _____ h) _____ Stories) _____ Total sq.ft.) _____

6.) Describe proposal: auto detailing on property

7.) Provide minimum distances from the new construction to the property lines. These measurements should conform to the measurements drawn on the plot plan located on pg. 3. For additions, write the initial "A" where the addition will be attached to the existing structure.

Right distance: _____ ft., Left: _____ ft., Both sides total: _____ ft.

Front distance: _____ ft., Rear: _____ ft. to the property line.

If this application is denied, I (owner & applicant) understand that only the appropriate board has the authority to grant permission to vary from the requirements of the City of Olean Zoning Ordinance and NO work will commence until Code Enforcement has issued the permit.

I believe that the statements herein contained on this application (pages 1 – 3) are true to the best of my knowledge.

Owner: David Luca (print) [Signature] (signature) 6/27/2025 (date)
Applicant: Wade Green (print) Wade Green (signature) 6/27/2025 (date)

Applicant representing business of: M+G Family Detail

Code Enforcement Action

This application of Zoning/Use Variance received on 6/27/2025 for
The construction site of 1502 W Henley Zoned: R3 according to the City
Ordinance is hereby **APPROVED** or **DENIED**

If denied, the reason for denial is: Not a permitted use per 28-4.2.2 in
an R3 (SW)

The following indicated applications and approvals are required prior to any issuance of permits:

Area Variance Use Variance Home Occupation Special Use Site Plan Other
Code Enforcement Officer: Shawn Wing Date: 6/27/2025
Comments: n/a (SW)

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

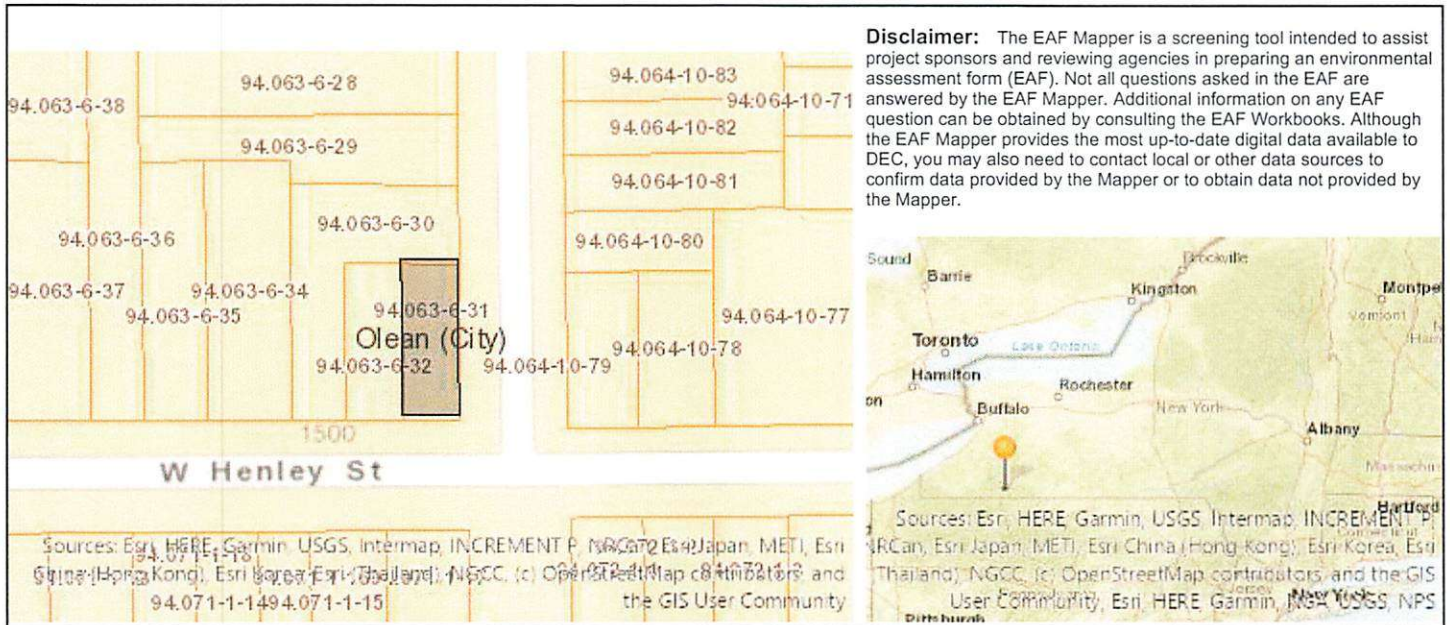
Part 1 – Project and Sponsor Information			
Name of Action or Project:			
M&G Family Detail			
Project Location (describe, and attach a location map):			
1502 W Henley			
Brief Description of Proposed Action:			
Auto detailing services will be performed using quiet, residential grade equipment, including a 'shop-vac', small pressure washer, without any use of commercial machinery. All services will be available by appointment only. Offering full interior and exterior detailing, headlight restoration paint correction, and ceramic coating.			
To maintain a calm a neighbor friendly environment, hour of operation will be limited to: Monday through Friday 5pm to 9pm, Saturdays from 12pm to 9pm, and Sundays from 9am to 9am.			
Name of Applicant or Sponsor:		Telephone: 585-307-1561	
Wade C. Green		E-Mail:	
Address:			
1502 W Henley			
City/PO:		State:	Zip Code:
Olean		NY	14760
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval: City of Olean Zoning Board of Appeals City of Olean Code Enforcement			YES
3. a. Total acreage of the site of the proposed action?			.07 acres
b. Total acreage to be physically disturbed?			0 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			.07 acres
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☒ Residential (suburban)			
☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify):			
☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☒	☐	☐
b. Consistent with the adopted comprehensive plan?	☒	☐	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☒	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☒	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ none	☒	☐	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☐	☒	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Bluebreast Darter, Northern...	NO	YES
	☐	☒
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	☒	☐
a. Will storm water discharges flow to adjacent properties?	☐	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☐	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Wade Green</u> Date: _____ Signature: <u><i>Wade Green</i></u> Title: _____		

EAF Mapper Summary Report

Friday, June 27, 2025 11:21 AM



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Bluebreast Darter, Northern Riffleshell, Wavyrayed Lampmussel, Rayed Bean
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No

Project: 1502 W. Henley (2025218)

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☐	☒
2. Will the proposed action result in a change in the use or intensity of use of land?	☒	☐
3. Will the proposed action impair the character or quality of the existing community?	☒	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☒	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☒	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☒	☐
7. Will the proposed action impact existing:		
a. public / private water supplies?	☒	☐
b. public / private wastewater treatment utilities?	☒	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☒	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☒	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☒	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☒	☐

Agency Use Only [If applicable]
 Project: 1502 W. Henley (2025218)
 Date:

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Unlisted Action

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Ocean Zoning Board of Appeals 7-9-25
 Name of Lead Agency Date

Kelly Sweet Chair
 Print or Type Name of Responsible Officer in Lead Agency Title of Responsible Officer

Kelly Sweet
 Signature of Responsible Officer in Lead Agency Signature of Preparer (if different from Responsible Officer)

PRINT FORM

City of Olean
Zoning Board of Appeals
Olean Municipal Building, room 212
P.O. Box 668, 101 E. State Street
Olean, New York 14760
716-376-5683

Special Use Application
(Home Occupation)

(Please print)

PERMIT#: 2025265

Date: 7/25/2025

To: Zoning Board of Appeals,

I, Lynneesa Mitchell hereby make application to the Zoning Board of Appeals for the City of Olean, New York, for a Special Use Permit to grant permission for a home occupation, an accessory use, secondary from the principal use of my residence located at:

129 N. 3rd St.

A detailed description of my request is:

home occupation for non-profit animal shelter.

This type of activity is classified as a home occupation, and I understand that no more than ONE person, not residing in my dwelling, may be employed. This special use will not change the character of the neighborhood, and all activities concerning my request for special use will be carried on wholly within the enclosed walls of my dwelling unit or accessory building. This special use permit, if granted, will vary from the requirements of:

Article 28 Section 4.2.2 of the Zoning Law.

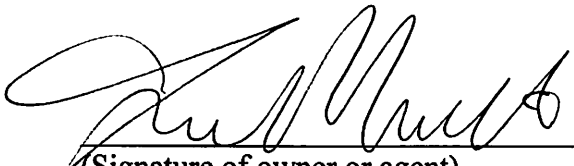
In make its determination, the Zoning Board of Appeals shall take the following into consideration:

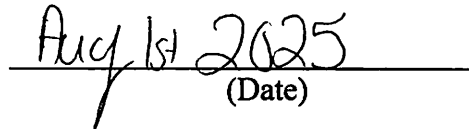
- 1) the location and size of such use, the nature and intensity of operations involved in or conducted in connection therewith, its site layout and its relation to existing streets shall be such that both pedestrian and vehicular traffic to and from the use and the assembly of persons in connection therewith will not be hazardous or inconvenience to, or incongruous with, the said residential district or conflict with the normal traffic of the neighborhood.
- 2) The location and height of buildings, the nature and height of walls and fences, and the nature and extent of landscaping on the site shall be such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings.

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Zoning Board of Appeals
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- 3) The standards governing special use permits as provided in 9.0.4 and 9.1.6 of the Zoning Ordinance and comply with the notice requirements provided in Section 9.0.3(c) and all other Local or State requirements.

It is the responsibility of the applicant to present evidence sufficient to satisfy the Zoning Board of Appeals that the above standards have been met.


(Signature of owner or agent)


(Date)

Date: 8/15/2025

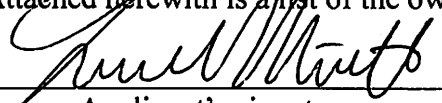
Zoning Board of Appeals
City of Olean, New York

In the matter of a **Special Use Permit (Home Occupation)** request for: **Lynneesa Mitchell**

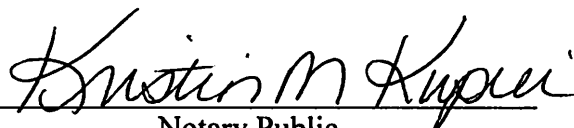
Regarding address: **129 N. 3rd Street**
Hearing date: **Aug. 27, 2025**
Hearing time: **5:50 p.m.**

I, Lynneesa Mitchell Hereby certify that we have sent notification by letter to each of the owners/occupants of all the lands within a radius of two hundred and fifty (250) feet from the premises known as 129 N. 3rd St. Olean, New York 14760 by placing the public notice in a properly sealed stamped envelope in an official depository of the United States Post Office at least ten (10) days prior to the date of such public hearing, as in accordance with Article 14, Section 14.0.5 of the Zoning Ordinance of the City of Olean, New York.

Attached herewith is a list of the owners or occupants served.


Applicant's signature

Sworn to before me this 15 day of August, 2025.


Notary Public

KRISTIN M. KUPIEC
Notary Public, State of New York
Reg. No. 01KU6402674
Qualified in Allegany County
Commission Expires 11/3/2028

City of Olean
Department of Fire, Buildings, & Emergency Services
Code Enforcement Division

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P.O. Box 668, 101 E. State Street
Olean, NY 14760
716-376-5683, 716-376-5707 (fax)
www.cityofolean.org
codes@cityofolean.org

Zoning Permit Application

To Code Enforcement:

Date: July 22-2025

I hereby apply for a zoning permit pursuant to the Olean Zoning Ordinance to construct or alter a structure as setforth. This Application may be used in conjunction with any variance applications. **Please provide a separate application for each construction project. Please print in ink.**

Regarding Address: 129 N 3rd St

Owner: Joseph Meggo

E-mail: _____

Addr: _____

Applicant: Lynneesa Mitchell

E-mail: ~~perfectcitymissions@gmail.com~~

Addr: 179 N 3rd St. Olean NY 14760

Phone: _____ (h) _____ (w)

Phone: 585-514-8041 (h) _____ (w)

If you are applying for a change of use, please complete questions #1 & 6 and continue onto page 2. New construction requires full completion of this application.

1.) Please check one:

- ☒ a single-family dwelling
☐ a dbl-family dwelling
☐ a multi-family dwelling, number of units? _____
☐ currently, vacant land
☐ other (business) Please describe: _____

1.) Lot size: Width 30' Depth 151' Area 4530 sq. ft.

2.) List all of the structures currently on the lot:

(1)	(2)	(3)	(4)
<u>2 st. house</u> (principal bldg) <u>1416 sq. ft.</u>	(describe structure)	(describe structure)	(describe structure)
<u>W</u> <u>H</u> <u>H</u>	w) _____ l) _____ h) _____	w) _____ l) _____ h) _____	w) _____ l) _____ h) _____

4.) Are you applying for a New structure OR An addition (Please circle one)

5.) Proposal's dimensions: w) _____ l) _____ h) _____ Stories) _____ Total sq.ft.) _____

6.) Describe proposal: Home occupation for non-profit animal shelter

7.) Provide minimum distances from the new construction to the property lines. These measurements should conform to the measurements drawn on the plot plan located on pg. 3. For additions, write the initial "A" where the addition will be attached to the existing structure.

Right distance: _____ ft., Left: _____ ft., Both sides total: _____ ft.

Front distance: _____ ft., Rear: _____ ft. to the property line.

If this application is denied, I (owner & applicant) understand that only the appropriate board has the authority to grant permission to vary from the requirements of the City of Olean Zoning Ordinance and NO work will commence until Code Enforcement has issued the permit.

I believe that the statements herein contained on this application (pages 1 – 3) are true to the best of my knowledge.

Owner: _____

Applicant: Lynneesa Mitchell (print) [Signature] (signature) 7/22/2025 (date)

Applicant representing business of: _____

Code Enforcement Action

This application of Zoning received on 7/22/25 for
The construction site of 129 N 3rd Zoned: R3 according to the City
Ordinance is hereby **APPROVED** or **DENIED**

If denied, the reason for denial is: Animal shelter is not a permitted use per Chap 28 § 4.22 (e)

The following indicated applications and approvals are required prior to any issuance of permits:

Area Variance Use Variance Home Occupation Special Use Site Plan Other

Code Enforcement Officer: Shawn Wing Date: 7/22/25

Comments: Will require ZBA variance / Home Occupation (see)

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

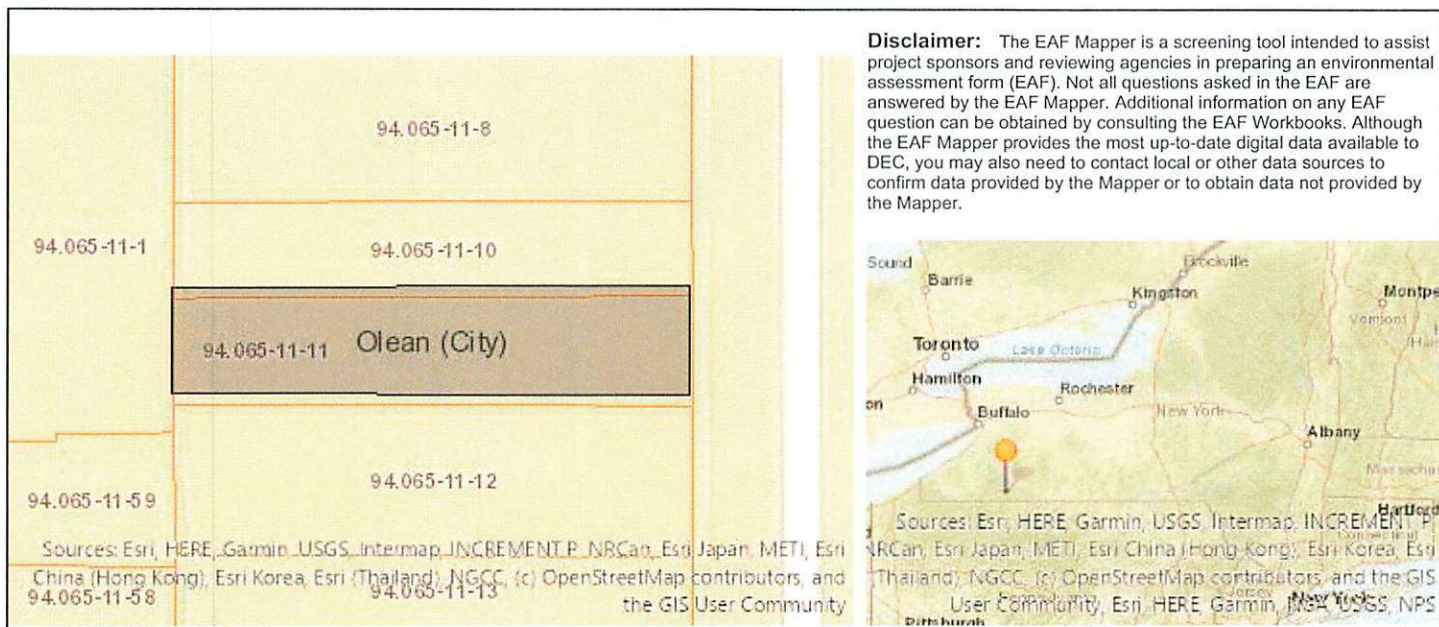
Part 1 – Project and Sponsor Information			
Name of Action or Project: Purrfect Kitty Mission			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action: Home occupation for non-profit animal shelter			
Name of Applicant or Sponsor: Lynneesa Mitchell		Telephone: 585-514-8641	
		E-Mail: purrfectkittymission@gmail.com	
Address: 129 N 3rd St			
City/PO: Olean		State: Olean	Zip Code: 14760
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO ☒
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: City of Olean Code Enforcement			YES ☒
3. a. Total acreage of the site of the proposed action? _____ .10 acres b. Total acreage to be physically disturbed? _____ 0 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ .10 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☒	☐	☐
b. Consistent with the adopted comprehensive plan?	☒	☐	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☒	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☒	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☐	☒	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☐	☒	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Northern Riffleshell, Wavyr...	NO	YES
	☐	☒
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	☒	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☐	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: _____ Date: <u>Aug 1st 2025</u>		
Signature: <u>Lynneesa Mitchell</u> Title: _____		

EAF Mapper Summary Report

Tuesday, July 22, 2025 10:32 AM



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Northern Riffleshell, Wavyrayed Lampmussel, Rayed Bean
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No

Project:

Home Occ

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☒	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☒	☐
3. Will the proposed action impair the character or quality of the existing community?	☒	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☒	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☒	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☒	☐
7. Will the proposed action impact existing:		
a. public / private water supplies?	☒	☐
b. public / private wastewater treatment utilities?	☒	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☒	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☒	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☒	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☐	☒

Project: 2025265

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Unlisted action

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Olean Zoning Board of Appeals
Name of Lead Agency

8-13-25
Date

Kelly Sweet
Print or Type Name of Responsible Officer in Lead Agency

Chair
Title of Responsible Officer

Kelly Sweet
Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)