CITY OF OLEAN
DEPT. OF COMMUNITY DEVELOPMENT

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Olean Planning Board Meeting Minutes

Monday, July 28, 2025
Municipal Building Room 119 & Zoom

Attendance:	**Chairman:**	Craig Polson
	Members:	Jaye Beattie Reed McElfresh Mark Sabella
	Applicant(s):	Rick Bokman, Bokman Properties, LLC Matt Derx, Bokman Properties, LLC
	Staff:	Keri L. Kerper, CD Program Coordinator Kathleen Monroe, Sr. Account Clerk Typist
	Others(s):	Bob Clark, Olean Times Herald (via Zoom) Richard & Judy Crowley, 105 Chestnut Street

1. Roll Call

Recognizing a quorum, Chairman Craig Polson called the meeting to order at 6:08 p.m. and requested the roll call show all members present except Jerry Steiner and Mary Fay, who were excused.

2. Reading and approval of the July 14, 2025 meeting minutes

A motion was made by Jaye Beattie, seconded by Mark Sabella to approve the July 14, 2025 meeting minutes with the following revision: page 3, paragraph 2, sentence 7, add "adverse environmental". Voice vote, ayes all. Motion carried.

3. Old Business

i. Bokman Properties, LLC (SP # 2025-197)
801 East State Street

Mr. Polson inquired about potential conditions for the project. Ms. Kerper advised the applicant has submitted a revised site plan addressing comments received from DPW Director Sprague regarding terminating the concrete slab at the southwest corner of the building. Members agreed the revised site

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plan satisfied the concerns raised by DPW Director Sprague, and a condition regarding the comments is unnecessary. Ms. Kerper requested a copy of the revised site plan be provided to Code Enforcement for inclusion in their project file. Mr. Derx then requested a copy of the Negative Declaration issued by the Planning Board be provided to the project engineer. Ms. Kerper advised staff would email the applicant the Planning Board's decision and Negative Declaration on the project.

After brief discussion, a motion was made by Reed McElfresh, seconded by Mark Sabella to approve Bokman Properties, LLC (SP # 2025-197) based upon the revised site plan with the following conditions:

- Lighting shall be dark sky compliant, shielded & directed downward.

Voice vote, ayes all. Motion carried.

Ms. Kerper indicated the applicant may contact Code Enforcement for a building permit.

ii. Olean Town Centre, LLC (SP # 2024-280)
400-450 North Union Street

Ms. Kerper advised the Board received a request from Olean Town Centre, seeking a one-year extension on the overall mall project, (SP # 2024-280) approved by the Board on August 26, 2024.

After brief discussion, a motion was made by Craig Polson, seconded by Jaye Beattie to approve a one-year extension to Olean Town Centre, LLC (SP # 2024-280) through August 26, 2026. Voice vote, ayes all. Motion carried.

Ms. Kerper advised the extension notice of approval would be provided to Olean Town Centre, LLC.

Mr. Polson asked if there were any updates on the People, Inc. project, and Ms. Kerper noted there are no updates at this time.

4. New Business

There was no new business at this time.

5. Miscellaneous Communications

There were no miscellaneous communications at this time.

6. Next Meeting

The next Planning Board meeting has been scheduled for Monday, August 11, 2025 at 6:00 p.m., if there is business.

7. Adjournment

A motion to adjourn was made by Mark Sabella seconded by Reed McElfresh. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 6:16 p.m.