



CITY OF GENEVA PLANNING BOARD

MEETING MINUTES

6:00 PM | August 20, 2025
City Hall – 47 Castle St, Geneva NY

- 1. Roll Call:** Kevin Reed, Bryson Cochran, Dave D'Amico, Anne Nenneau, Don Cass
Excused: N/A
Also Present: Neal Braman, David Hou
- 2. A Subdivision Application by the property owner, Debra Cleveland, at 160, 164 & 166 N Main St. [Tax ID# 104.11-2-29, 104.11-2-30, 104.11-2-31]**

Action Taken: Ms. Nenneau makes a motion to classify this action as an unlisted action under NY Code Rules & Regulations Part 617 and to declare the City of Geneva Planning Board the lead agency for the purposes of the SEQR review. Mr. D'Amico seconds.

*Roll was called and the motion was **APPROVED** unanimously (5-0 excused)*

Mr. Cass reads through Part 2 of the short environmental review for board members to discuss as needed.

Action Taken: Ms. Nenneau makes a motion to approve the short environmental assessment form, Part 1 as completed by the applicant and Part 2 as completed by the Planning Board, declaring a negative determination of significance noting that this proposed action won't result in any significant, adverse environmental impacts. Mr. D'Amico seconds.

*Roll was called and the motion was **APPROVED** unanimously (5-0 excused)*

Action Taken: Mr. Reed makes a motion to approve the Subdivision application by the applicant and owner, Debra Cleveland, located at 160, 164, 166 N Main St [Tax ID 104.11-2-29, 104.11-2-30, 104.11-2-31]. Ms. Nenneau seconds.

*Roll was called and the motion was **APPROVED** unanimously (5-0 excused)*

3. Continue a review of a Site Plan & Special Use Permit Application by Lakeview Mental Health Services Inc. for a mixed use 5-Story apartment building located at 218 Genesee St. [Tax ID 104.42-2-44.110]

Board members discuss and respond to Part 2 of the full environmental assessment form.

Board members discuss Part 3 of the full environmental assessment form to address question #1, section E from Part 2 (Proposed action may involve construction that continues for more than one year or in multiple phases) due to board members determining it as having a moderate to large impact.

Action Taken: Ms. Nenneau makes a motion to read the following resolution – REGARDING SPECIAL USE PERMIT AND SITE PLAN FOR 218 GENESEE STREET (LAKEVIEW HEALTH SERVICES) – SEQRA DETERMINATION OF ENVIRONMENTAL SIGNIFICANCE. Mr. D’Amico seconds.

*Roll was called and the motion was **APPROVED** unanimously (5-0 excused)*

CITY OF GENEVA PLANNING BOARD RESOLUTION

REGARDING SPECIAL USE PERMIT AND SITE PLAN FOR 218 GENESEE STREET (LAKEVIEW HEALTH SERVICES)

SEQRA – DETERMINATION OF ENVIRONMENTAL SIGNIFICANCE

WHEREAS, the City of Geneva Planning Board (“Planning Board”), is considering an application for a Special Use Permit and Site Plan approval for a proposed development project (the “Action”) by Lakeview Health Services to be located at 218 Genesee Street, as provided by BME Associates dated March 26, 2025 (the “Application”); and

WHEREAS, the Action also includes a request for certain area variances from the Zoning Board of Appeals and is subject to coordinated review for the purposes of environmental review; and

WHEREAS, the Action is a Type I action and the Planning Board has been designated the lead agency for the purposes of environmental review under the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, the Planning Board has given consideration to any comments provided by the involved agencies and interested agencies; and

WHEREAS, the Planning Board has completed its review of Parts 2 and 3 of the Full Environmental Assessment Form (EAF); and

WHEREAS, the Planning Board has given consideration to the criteria for determining significance as set forth in the SEQRA regulations and the information contained in Parts 1, 2 and 3 of the Full EAF;

NOW, THEREFORE, BE IT RESOLVED, that the Planning Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

- (i) The proposed Action will not create a substantial adverse change in impacts on land use, geological features, existing air quality, ground or surface water quality or quantity, traffic or noise levels; the proposed Action will not create a substantial increase in solid waste production, or a substantial increase in potential for erosion, flooding, leaching or drainage problems;
- (ii) there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; there are no other significant adverse impacts to natural resources on the site;
- (iii) there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;
- (iv) the proposed Action is not in material conflict with the City's community plans, goals, or Comprehensive Plan land use recommendations;
- (v) the proposed Action will not materially impair the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character;
- (vi) there will not be a major change or increase in the use of either the quantity or type of energy resulting from the proposed Action;
- (vii) there will not be any hazard created to human health from the proposed Action;
- (viii) the proposed Action will not have a substantial change in the use, or the intensity of use, or land, including agricultural, open space or recreational resources or its ability to support existing uses;

- (ix) the proposed Action will not encourage or attract a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;
- (x) the proposed Action will not create a material demand for other Actions that would result in one of the above consequences;
- (xi) the proposed Action will not cause changes in two or more of the elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact; and
- (xii) there are not two or more related actions being undertaken, funded or approved by an agency, which has or would have a significant impact on the environment, but when considered cumulatively would meet one or more of the criteria in this subdivision.

AND BE IT FURTHER RESOLVED, that said Action **WILL NOT** result in any significant adverse environmental impacts based on the review of the Full Environmental Assessment Form; and

BE IT FURTHER RESOLVED, that the Planning Board does hereby accept the findings contained in Parts 2 and 3 of the Full EAF and directs the Planning Board Chairman to sign and date the Full EAF Part 3; and

BE IT FURTHER RESOLVED, that the Planning Board does hereby make a Determination of Non-Significance on said Action, and the Planning Board Chairman is hereby directed to issue the Negative Declaration as evidence of the Planning Board determination of environmental non-significance; and

BE IT FURTHER RESOLVED, this Negative Declaration has been prepared in accordance with Article 8 of the New York Environmental Conservation Law by the Planning Board, 47 Castle Street, Geneva, New York 14456, and additional information regarding this Resolution may be obtained from Donald Cass, the Chair of the Planning Board, telephone number (315) 828-6550; and

BE IT FURTHER RESOLVED, the Planning Board's staff and/or counsel shall arrange for the publication and distribution of copies of this Resolution to all involved and interested agencies and is hereby authorized to take such other actions as are necessary and appropriate to assist the Planning Board in fulfilling the requirements of SEQRA; and

BE IT FINALLY RESOLVED, that this Resolution shall take effect immediately.

The above Resolution was offered by Ms. Nenneau and seconded by Mr. D'Amico at a regularly scheduled Planning Board meeting held on August 20, 2025. Following discussion, a voice vote was recorded:

Donald Cass, Chairperson	AYE	NAY	ABSTAIN	ABSENT
Anne Nenneau	AYE	NAY	ABSTAIN	ABSENT
Bryson Cochran	AYE	NAY	ABSTAIN	ABSENT

Dave D'Amico	AYE	NAY	ABSTAIN	ABSENT
Kevin Reed	AYE	NAY	ABSTAIN	ABSENT

Board members conduct final discussion and deliberation amongst themselves regarding the special use permit and site plan. They discuss the concerns expressed by the public, including the size of the building, parking, height & scale of the proposed building, density, architecture and aesthetics, goals of the comprehensive plan, and demand for this type of housing within the city of Geneva.

After final deliberation, the following resolution is read:

CITY OF GENEVA PLANNING BOARD RESOLUTION

REGARDING SPECIAL USE PERMIT AND SITE PLAN FOR 218 GENESEE STREET (LAKEVIEW HEALTH SERVICES)

WHEREAS, Lakeview Health Services (the "Applicant") has submitted an application (the "Application") to the City of Geneva Planning Board ("Planning Board"), for a Special Use Permit and Site Plan approval for a proposed development project (the "Project") to be located at 218 Genesee Street (the "Property"), as provided by BME Associates dated March 26, 2025 (the "Application"); and

WHEREAS, the Project consists of the redevelopment of a 1.04 acre property at 218 Genesee Street which is the vacant and former Finger Lakes Times Building. That building will be demolished and a new five-story mixed-use building consisting of first floor offices for Lakeview Health, and seventy-four (74) residential units on floors 1-5; and

WHEREAS, Application was sent to the Ontario County Planning Board for review pursuant to General Municipal Law 239-m, and the Application was returned as a local matter with comments; and

WHEREAS, the Planning Board completed a coordinated environmental review of the Project as a Type I Action and has issued a negative declaration in accordance with the application SEQRA regulations on August 20, 2025; and

WHEREAS, public hearings relating to the Project were duly held by the Planning Board on April 16, 2025, May 21, 2025, June 18, 2025, and July 16, 2025, at which time all interested persons were permitted to comment on the Project and any written comments were accepted into the record of these proceedings; and

WHEREAS, the Planning Board has duly considered the Application and all verbal and written comments submitted into the record, as well as Applicant responses comments, revised Application documents including revised site plan and architectural drawings, all other supporting technical information, and agency comments

NOW, THEREFORE, BE IT RESOLVED, that the Planning Board has carefully considered all relevant documentary, testimonial, and other evidence submitted, including but not limited to the Application and other materials and information submitted by the Applicant, as well as all such verbal and written comments and other evidence submitted by any interested party as part of the record, as well as other relevant information, and after due deliberation thereon, and makes the following findings in relation thereto:

1. The Applicant has satisfied the criteria for a Special Use Permit as set forth in Section 350-14.5 of the City Code. Specifically:

A. Adopted Plans and Studies

The Project conforms and is consistent with the City Comprehensive Plan, in that it provides for the removal of a vacant building and the redevelopment of the Property into a mixed office use and multi-family affordable and low-income housing use in the community, which is an identified need in the City Comprehensive Plan.

B. Zoning Regulations

The Project conforms to applicable City zoning regulations, in that the subject Property located in a CB-5 Central Business – Five Story zoning district, which permits a maximum building height of five stories. The proposed building is five stories, and the proposed building height is less than the maximum permitted height.

Pursuant to City Code §350-4.2(D), this zoning district is intended to recognize that this area is the high-density core of downtown Geneva, where other similarly sized structures already exist and similar structures are desirable for infill or redevelopment. The proposed building is therefore consistent with and would be physically compatible with the surrounding buildings in the zoned district.

The proposed building and site plan is consistent with the requirements for new construction multi-family dwellings pursuant to City Code § 350-7.14(B).

The Project requires an allowance for alternative parking arrangements for off-street parking as part of the development plan review, as permitted by Section 350-8.8 (see below). The Project also requires several area variances from the Zoning Board of Appeals, which variances would be required as a condition of the Special Use Permit and site plan approval.

C. Neighborhood Context

The Planning Board has considered the neighborhood context and determines that the Project is compatible with the adjacent properties, uses, and structures:

- (1)** the proposed mixed office use and multi-family residential use will not create a hazard to the public health, safety and general welfare or create a public nuisance, because it will be constructed pursuant to the New York State Uniform Building Code, and there are other mixed use and multi-family dwellings in the neighboring streets.
- (2)** The Project will not be a generator of, alter the character of the neighborhood or be detrimental to the residents thereof through the production of noxious or objectionable noise, dust, glare, odor, refuse, fumes, vibrations, unsightliness, contamination or other similar conditions. The building will be staffed 24/7 and the Project is required to be developed under the New York Homes and Community Renewal Design Guidelines.
- (3)** The Project will not cause significant traffic congestion, create a traffic hazard, or vehicular or pedestrian hazard, in that it will utilize some existing curb cuts and eliminate others; based on trip generation (traffic) information submitted by the Applicant, no significant increases in vehicular traffic are projected which would significantly increase surrounding traffic networks.
- (4)** There are no existing sensitive natural features on the site or in the surrounding area;
- (5)** The Project will not have an adverse impact on historic resources, as indicated by the New York Historic Preservation Office; and
- (6)** The submitted designs, reports, and environmental review establish that the Project will not otherwise result in an excessive or significant negative impact on the community that cannot be mitigated.

D. Service and Utilities

- (1)** The submitted designs and reports establish that there are adequate existing utilities and public facilities and services, such as sufficient roadway capacity, police and fire

protection, drainage structures, refuse disposal, and schools, to support the Project.

- (2)** Regarding the adequacy of off-street parking, loading, and vehicular, pedestrian, and bicycle access and accommodations on-site so as not to create a parking shortage or other problems for nearby businesses and/or residents, the Property does not have adequate off-street parking as required by Section 350-8.4, which requires one parking space per dwelling unit and three parking spaces per 1,000 sq. ft. of gross floor area, thus requiring a total of eighty-three parking spaces.

However, Section 350-8.4(A)(6) allows for a reduction in the required minimum parking requirement as part of development plan review if alternate arrangements for shared parking with other uses or can otherwise prove that the parking standards are excessive for the particular use proposed. More specifically, Section 350-8.8 provides that alternative parking arrangements, such as on-street and municipally owned parking lots, and a parking demand analysis, may be utilized to reduce the minimum parking requirement.

The Project proposes twenty-six on-site parking spaces, and the Applicant has submitted reports and information which show that the parking standards may be excessive for their needs (based on the estimated number of office staff and residents' parking needs), and that there is existing on-street parking and three public parking lots within 1,000 feet of the Project with adequate capacity to satisfy the balance of parking needs for the Project.

The Planning Board finds that the information provided by the Applicant justify the proposed alternative parking arrangements for the Project, and that such alternative parking arrangements would not result in a parking shortage or other problems for nearby businesses and/or residents.

The Planning Board further notes that there are also other properties in the surrounding neighborhood which also do not satisfy the required minimum parking requirements and also rely on similar alternative parking arrangements.

- (3)** The Project provides adequate plans for the management and disposal of waste and trash through the siting of on-site dumpsters.

E. Other Considerations

- (1) The Project is consistent with the purpose of encouraging the most appropriate use of land and utilization of the site.
 - (2) The design of the Project provides for adequate landscaping and screening provisions, including mitigating measures to reduce potential negative impacts to adjacent properties, by creating approximately 0.25 acres of new greenspace and a tree lawn area along Elm Street, and new landscaping will be provided on-site and along Elm Street and Genesee Street, resulting in an increase in greenspace on the Property, which currently has very little.
 - (3) Applicant has not proposed signage at this time and will be subject to City Zoning Code Article XI.
 - (4) The Project would not have materially adverse effects to the functioning, economic stability, prosperity, and health, safety, or general welfare of nearby Property owners and the community.
2. In addition to the foregoing, the submitted site development plans, as amended, per the comments from the Planning Board and responses thereto by the Applicant, including but not limited to the letter from Plan Architectural Studio of June 30, 2025, satisfy the criteria for site plan approval for the Project.
- Final renderings consistent therewith shall be submitted to the Planning Board for approval prior to the issuance of any building permits

AND BE IT FURTHER RESOLVED, that in light of the foregoing, a Special Use Permit and Site Plan Approval is hereby GRANTED to the Applicant, to construct and develop the Project, all in accordance with the Application documents, as amended, and SUBJECT TO the following conditions and restrictions:

- A. The granting of any required area variances by the Zoning Board of Appeals.
- B. Obtaining any other governmental approvals that may be required by any applicable federal, state, or local authorities pursuant to any applicable federal, state, or local laws, rules, or regulations.

The above Resolution was offered by Mr. D'Amico and seconded by Mr. Cochran at a regularly scheduled Planning Board meeting held on August 20, 2025. Following discussion, a voice vote was recorded:

Donald Cass, Chairperson	AYE	NAY	ABSTAIN	ABSENT
Anne Nenneau	AYE	NAY	ABSTAIN	ABSENT

Bryson Cochran	AYE	NAY	ABSTAIN	ABSENT
Dave D'Amico	AYE	NAY	ABSTAIN	ABSENT
Kevin Reed	AYE	NAY	ABSTAIN	ABSENT

The Resolution was thereupon duly adopted on August 20, 2025.

NICOLE TILLOTSON, City Clerk of the City of Geneva, hereby certifies that the foregoing Resolution was duly filed in her office on _____, 2025.

 Nicole Tillotson, City Clerk
 City of Geneva

4. Approval of Minutes: May, June, and July 2025

Action Taken: Mr. Cochran makes a motion to approve the minutes from the December 16, 2024 meeting. Mr. Reed seconds.

*Roll was called and the motion was **APPROVED** unanimously (5-0)*

5. Any other questions or comments

No other questions or comments.

6. Adjourn

Action Taken: Mr. Cochran makes a motion to adjourn at 7:14 PM. Mr. Reed seconds.

*Roll was called and the motion was **APPROVED** unanimously (5-0 excused).*

Respectfully submitted by Lauren Karlsen, Administrative Aide