

Village of Cuba, New York

Planning Board Meeting Minutes

Date: 7/20/26

Time: 6:00 p.m.

Location: Village Hall, Cuba, NY

Members Present: Sue Hillman, Neil Edwards, Eric Ingalls, Jon Crowley

Members Absent; Dave Crowley due to illness

Others Present

- Representatives of Jones Memorial Hospital- Carrie Walker, Vice President of Practice Management, Jim Helms, President & CEO, Jones Memorial Hospital, Roy Chappell, CFO, Jones Memorial Hospital
 - Brian Olds, Cornerstone Project Manager (CPL)
 - Jennifer LaChance (CPL Architecture)
 - Nick Binnert (CPL Civil Engineering)
 - Village Mayor- Jason Morrison, Clerk Treasurer Corine Bump, Cindy Colley, Deb Donahue, Mike Miller- Zoning Board of Appeals, Kier Dirlam Allegany County Planning, Cory Burrows- M.A.C.E./ Village of Cuba Code Enforcement
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Call to Order

Chair- Sue Hillman called the meeting to order followed by the Pledge of Allegiance.

New Business:

Jones Memorial Hospital Medical Office Building

19 Center Street

Representatives from Jones Memorial Hospital presented plans for construction of a new approximately **4,400-square-foot single-story medical office building** on approximately **1.9 acres** purchased from the Cuba Fire Department.

Project Overview

Brian Olds provided an overview of the project and thanked the Planning Board, Zoning Board, Village staff, and officials Lee James of the Town of Cuba, and Wayne Butts from the Cuba Fire Department for their assistance throughout the application process.

Carrie Walker explained the services that will be offered, including:

- Family medicine
- Obstetrical care
- Primary care for patients of all ages
- Two healthcare providers (one physician and one advanced practice provider)
- Three to five support staff initially
- Monday through Friday operation

Hospital representatives stated that the project is intended to improve access to healthcare in Cuba and surrounding communities.

Building Design

Jennifer of CPL reviewed architectural design.

Highlights included:

- Residential-style appearance compatible with surrounding properties
- One-story structure
- Brick entrance feature
- Vertical vinyl siding with masonry base
- Asphalt shingle roof
- Glass front entrance and waiting room
- Rear staff entrance

Site Plan Review

Nick from CPL reviewed the site plan.

Features include:

- New entrance from Center Street
- ADA-compliant parking near the entrance
- Additional parking surrounding the building
- Sidewalk connecting front and rear entrances
- Dumpster enclosure
- Stormwater management basin
- Bioretention area
- Emergency generator
- Mechanical equipment
- Natural gas service
- Sewer pump station with force main connection to Genesee Street

Questions were asked regarding:

- Adjacent properties
- Existing residences
- Screening and preservation of existing tree lines
- Exterior lighting
- Light spill onto neighboring properties

The applicant stated lighting would utilize dark-sky principles with lighting directed onto the site.

Floodplain Discussion

Board members discussed recently released draft FEMA floodplain mapping.

Discussion included:

- Proposed draft floodplain boundaries
- Potential future flood insurance impacts
- Existing versus proposed flood maps
- Building elevation

- Recommendations to consider additional flood resiliency

The applicant stated the proposed finished floor elevation is approximately **two feet above the current flood elevation** and agreed to review the draft mapping during final design.

It was noted that the draft flood maps are not yet adopted and are expected to remain under review for an extended period.

The applicant indicated construction is anticipated to begin in **September**, pending final approvals and bidding.

Zoning Discussion

The Board discussed whether the proposed medical office is a permitted use within the Light Industrial zoning district.

Discussion included:

- Existing code language
- Similar nearby commercial and medical uses
- Consistency with surrounding development
- Whether a use variance would be necessary

Following discussion, **NEIL EDWARDS MADE A MOTION TO ACCEPT THE SITE PLAN AND THE PROPOSED MEDICAL OFFICE COULD BE CONSIDERED AN ALLOWABLE USE UNDER THE APPLICABLE PROVISIONS OF VILLAGE CODE SECTION 200-35(B)(3) AND (11), SUBJECT TO CONCURRENCE BY THE ZONING BOARD OF APPEALS, WITH JON CROWLEY OFFERING A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.**

Additional Business

Baptist Church Mural

The Board reviewed a request for a painted mural on the rear exterior wall of the Baptist Church facing the parking area.

Village staff reported:

- The mural complies with Village Code.
- The Village Attorney reviewed the proposal and found it to be in compliance with Section 200-70.1.
- No public funds will be used.

Following discussion: **ERIC INGALLS MADE A MOTION TO APPROVE THE APPLICATION & RENDERING FOR THE MURAL AT THE CUBA BAPTIST CHURCH WITH SUE HILLMAN OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Adjournment

There being no further Planning Board business, **A MOTION TO ADJOURN WAS MADE BY JON CROWLEY, AND SECONDED BY ERIC INGALLS, ALL IN FAVOR AND THE MEETING ADJOURNED AT 6:44 P.M.**

Respectfully Submitted

Corine Bump Clerk Treasurer 7/21/26