

*Planning Board
Special Meeting
October 3, 2016
Minutes*

Quorum: Yes

Meeting called to order at 6:39 PM by Chairman Stephanie Ferguson.

Members present: 7: Stephanie Ferguson, Maureen Heise, Heidi Bernier, Deborah Harmann, Todd Reinhardt, Brian Moore, Nolan Pitkin

Also present: Carol Corliss, Applicant
Craig Green, Resident
Christopher Littell, Applicant
Deborah Cote, Executive Director/Frontier Housing
Mr. & Mrs. Stephen Mizgala, Parents of Stephen Mizgala
Stephen Mizgala, Applicant

Motion Deborah Harmann, 2nd Nolan Pitkin to approve minutes from the September 26, 2016 meeting. No additions/corrections.

Ayes: 7; Stephanie Ferguson, Maureen Heise, Heidi Bernier, Deborah Harmann, Todd Reinhardt, Brian Moore, Nolan Pitkin
Nays; 0

Discussion on comments from Jefferson County Planning regarding the application submitted by Carol Corliss to open a retail shop selling refurbished furniture and home décor items.

Discussion of the definition of "Home Occupation."

~States the use cannot have exterior storage. Ms. Corliss states there will not be any storage buildings. All excess product will be stored in storage barn located on Route 180.

Altering of residential neighborhood.

~Members agree they feel it will not alter the character of the neighborhood as the shop will be located where there had been a building previously.

Front yard Setback

~Ms. Corliss states shop will be located 44 feet from the center of the street.

Signage

~Ms. Corliss states the sign will be within the Zoning Law {4 square foot}.

Ms. Corliss states the shop will be in a garage type building, rustic décor, entrance door, & windows.

Motion Brian Moore 2nd Heidi Bernier to approve the application {# 0134/2016}, including the Special Use Permit, submitted by Carol Corliss to open a retail shop, located at 410 West

Grove Street, selling refurbished furniture and home décor items with the following conditions:

~All State Building and Safety Code Law and Village Zoning Law requirements {to include the Special Use Permit requirements} must be met to include signage, lighting and anything else that shall arise.

~Any and all signage, lighting, and inspections must be approved by the Zoning/Code Enforcement Officer.

Ayes: 7 Stephanie Ferguson --- yes

Maureen Heise -----yes

Heidi Bernier -----yes

Deborah Harmann -----yes

Todd Reinhardt -----yes

Brian Moore -----yes

Nolan Pitkin -----yes

Nays: 0

Discussion on comments submitted by the Jefferson County Planning Board in regard to the application submitted by Christopher Littell to open an Auto & Equipment Sales, Repair, and Restoration Shop.

The DPW has no concerns with driveway as long as they can drive in where they normally drive into to dump materials. Deborah Cote assures the Board there is no issue with that as that entrance is part of the Industrial Center.

In a letter written to the Planning Board, Mr. Littell states the following:

~He will conduct a fleet maintenance, equipment restoration and a small selection of re-sale automobiles.

~ No more than ten vehicles, at one time, will be parked on the lot and listed for sale.

In discussion, Mr. Littell states the following:

~He will install a door in the back of the building so vehicles requiring maintenance will enter through the back door.

~He will provide crush stone to bring the grade up to the building and fill in around the back door.

~No signage will be installed at this time except for his New York State Registration Number.

~If, at a future date, he decides to install signage of any type, he will submit a permit to the Zoning/Code Officer and then to the Planning Board.

~If, at a later date, he decides to add services to his business, he will fill out an application and bring it before the Planning Board.

Motion Nolan Pitkin 2nd Todd Reinhardt to approve the application {#0124/2016}, to include the Special Use Permit, submitted by Christopher Littell, to open a vehicle/fleet repair, sales and restoration business, located at 349 Lakeview Drive with the following conditions:

- ~Any future signage must come before the Planning Board for review and approval.
- ~There will be no more than ten {10} vehicles advertised for sale at one time.
- ~All State Building and Safety Code Law and Village Zoning Law requirements {to include the Special Use Permit requirements} must be met to include signage, lighting and anything else that shall arise.
- ~Any and all signage, lighting, and inspections must be approved by the Zoning/Code Enforcement Officer.

Ayes: 7 Stephanie Ferguson----yes
 Maureen Heise-----yes
 Heidi Bernier-----yes
 Deborah Harmann----yes
 Todd Reinhardt-----yes
 Brian Moore-----yes
 Nolan Pitkin-----yes

Nays: 0

Discussion on the application submitted by Stephen Mizgala to open a Pizza Café at 544 Lakeview Drive.

- ~Mr. Mizgala handed out the updated maps requested by the Board, showing lighting, signage, storage of trash, parking and dimensions.
- ~The existing signs do not meet code. Mr. Mizgala states he will remove or cover the existing signs and will open with a sign that meets code {4 square foot}. At a later date, he will apply to the Zoning Board of Appeals for an area variance for larger signage.
- ~Mr. Mizgala states he will construct a stockade fence between neighbor, Sherri Crescent, at 542 Lakeview Drive and the Pizza Café and a stockade type enclosure for the trash.
- ~Mr. Mizgala will meet with the Code Officer, Jim Millington, to discuss construction of an handicap bathroom as well as other issues that will need to be brought up to code before opening the business.
- ~Mr. Mizgala is informed that he will need a Certificate of Occupancy, including a certificate from the Department of Health, before opening the business.

Motion Nolan Pitkin 2nd Heidi Bernier to approve the application {#0091/2015}, including the Special Use Permit, submitted by Stephen Mizgala, to open a Pizza Café, at 544 Lakeview Drive with the following conditions:

- ~All State Building and Safety Code Law and Village Zoning Code Law requirements, to include the Special Use Permit requirements, must be met to include signage, lighting, and anything else that shall arise.
- ~Any and all signage, lighting, and inspections must be approved by the Zoning/Code Officer Enforcement Officer.

Ayes: 7 Stephanie Ferguson----yes
 Maureen Heise -----yes
 Heidi Bernier-----yes

Deborah Harmann-----yes
Todd Reinhardt-----yes
Brian Moore-----yes
Nolan Pitkin-----yes

Nays: 0

Motion Maureen Heise 2nd Brian Moore to recommend Stephanie Ferguson as Member of the Planning Board for a term of seven years effective from December 5, 2016 through December 3, 2023.

Ayes: 6; Maureen Heise, Heidi Bernier, Deborah Harmann, Todd Reinhardt, Brian Moore, Nolan Pitkin. {Stephanie Ferguson recused herself.}

Nays; 0

Motion Maureen Heise 2nd Deborah Harmann to recommend Stephanie Ferguson as Chairman of the Planning Board for a term of one year effective December 5, 2016 through December 3, 2017.

Ayes: 6; Maureen Heise, Heidi Bernier, Deborah Harmann, Todd Reinhardt, Brian Moore, Nolan Pitkin. {Stephanie Ferguson recused herself.}

Nays; 0

Motion Nolan Pitkin 2nd Heidi Bernier to recommend Brian Moore as Vice Chairman for the Planning Board for a term of one year effective December 5, 2016 through December 3, 2017.

Ayes; 6 Stephanie Ferguson, Maureen Heise, Heidi Bernier, Deborah Harmann, Todd Reinhardt, Nolan Pitkin. {Brian Moore recused himself.}

Clerk will present a letter of recommendations to the Village Board of Trustees for the November 15, 2016 meeting.

If there is no business, the scheduled meeting for October 2016 meeting will be canceled. The scheduled meeting in November is for November 28, 2016.

Motion Maureen Heise 2nd Nolan Pitkin for adjournment.

Ayes; 7 Stephanie Ferguson, Maureen Heise, Heidi Bernier, Deborah Harmann, Todd Reinhardt, Brian Moore, Nolan Pitkin.

Nays; 0

Meeting adjourned at 7:52 PM.

Respectfully submitted,
Charlene Mannigan

