

Planning Board
Regular Meeting
July 26, 2016
6:30 PM
Minutes

Quorum: Yes

Meeting called to order at 6:34 PM by Chairman Stephanie Ferguson.

Members present: Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore, Nolan Pitkin
Members absent: Maureen Heise {called in}
Todd Reinhardt {called in}

Also present: James Millington: Village Code Enforcement/Zoning Officer
Michael Bourcy: Senior Planner from Jefferson County Planning Department
Deb Cote: Director, Frontier Housing
Carol Corliss: Applicant
Stephen Mizgala: Applicant
Christopher Littell: Applicant {6:41PM}
Craig Greene: Resident
Stephen & Florence Mizgala Sr.: {7:05 PM}
Joe Chernick {observer}

Privilege of the Floor: None

Motion Deborah Harmann 2nd Brian Moore to accept minutes from the June 27, 2016 meeting. No additions or corrections.
Ayes: 4 Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore; Nolan Pitkin abstained, not realizing he is able to vote.
Nays: 0

Correspondence: None

Report of Committees: None

New Business:

An application was submitted by Carol Corliss to open a retail shop and sell refurbished furniture and home décor at 410 West Grove Street.
A special use permit is required. A new building will be constructed to house the business. The site plan map shows a two foot setback. It has to be a 5 foot setback. Ms. Corliss states she will make the adjustment.
The site plan requires an engineer's stamp because it will be considered a commercial building.
Mr. Millington will check on information concerning the availability of a bathroom for customers. He believes there has to be a bathroom available for customers upon request.
Entrance to the Shop must be handicap accessible. No barriers. Must be less than a 2 inch door stop.
Ms. Corliss has yet to hand in the engineer's stamped plans.

Unfinished Business:

Christopher Littell has submitted an application for an equipment repair/sales & restoration business to be located at 349 Lakeview Drive. The shop will be located in the Burke-Mullin Building, which is owned by Frontier Housing. Mr. Littell will lease 3000 square feet of the building. Mr. Littell will repair and do general maintenance to Fed Ex Trucks, and repair and restore arial lift equipment. He will construct a paint booth. Engineer's stamped plans are not required because building is presently a commercial building.
Mr. Littell must meet with Mr. Millington before this application can proceed any further in regard to the Planning Board.
Motion Heidi Bernier 2nd Deborah Harmann to table matter until such time Mr. Littell and Mr. Millington have a meeting.
Ayes: 5 Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore, Nolan Pitkin
Nays: 0

Stephen Mizgala updated his application paperwork to open an Italian styled pizzeria at 544 Lakeview Drive.

~There will be a storage area in the pizzeria to store pizza boxes and supplies. Room is drywalled.
~The garage area of the building will be used for owner's personal storage area.
~Mr. Mizgala will be in contact with Sherri Crescent in regard to installation of a fence between her property and his property.
~Handicapped concrete ramp entrance will be installed. {Mr. Millington stated the entrance ¼ inch per foot for ramp.}
~Handicap bathroom must have a 5 foot by 6 inch radius.
Mr. Millington will inspect to be sure work is being completed as required.
Mr. Millington stated he and Mr. Mizgala have discussed at length the site plan application and Mr. Millington is satisfied with the application.

Motion Heidi Bernier 2nd Nolan Pitkin to deem the application complete.

Ayes: 5 Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore, Nolan Pitkin

Nays: 0

Motion Heidi Bernier 2nd Nolan Pitkin to send Mr. Mizgala's application to Jefferson County Planning for review.

Ayes: 5 Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore, Nolan Pitkin

Nays: 0

Clerk will send application to Jefferson County Planning for their August 30, 2016 meeting.

Motion Heidi Bernier 2nd Nolan Pitkin to hold a Public Hearing on Monday, August 22, 2016 at 6:30 PM to hear comments on the proposed application by Stephen Mizgala.

Ayes: 5 Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore, Nolan Pitkin

Nays: 0

The next meeting will be changed to Monday, August 22, 2016 at 6:30 PM. The reason for the change is the unavailability of members to attend the regularly scheduled meeting on August 29, 2016.

Motion Deborah Harmann 2nd Nolan Pitkin for adjournment.

Ayes: 5 Stephanie Ferguson, Heidi Bernier, Deborah Harmann, Brian Moore, Nolan Pitkin

Nays: 0

Respectfully submitted,
Charlene C. Mannigan
PB Clerk