

Planning Board Meeting  
February 27, 2017  
Regular Meeting

Present:

Tim Wilford, Chairman  
John Hukey  
Steve Caruso  
Kevin Clancy  
Wayde Bush, alternate

Kelly Best, Secretary (last third of meeting)  
Glenn Hebert, Zoning Administrator  
Pamela McQuate, Applicant Barber/Aroma Therapy  
Peter Blackman, Applicant Mio Vino/Veronica's  
Harvey Vlahos, Altamont Manor

Absent:

John Scally  
Dean Whalen, Board Liaison

Chairman Wilford opened the meeting at 7:00 pm.

Chairman Wilford stated that this is a continuation of the sign permit request for Pamela McQuate. He stated that she was requesting to have two signs put up over her barber and aroma therapy shop.

Chairman Wilford asked if there were any questions or comments from the public.

Chairman Wilford closed the public comment.

Board members acknowledged that they have received a new revised sign application.

Board acknowledged that the sign request per new application meets Village Code in regards to size. The Board stated that there was some confusing on the maximum allowable square footage allowed for a sign as written in the Village Code. The Board felt that the language used could be interpreted two different ways.

Chairman Wilford pointed out that Ms. McQuate has updated the lighting since the last meeting. She pointed out that it was a solar outdoor panels. She stated that they are small. She stated that the sign would be mounted about an inch away from the building. There are two panels which collect the energy and they will wing both sides of the sign. She stated that they are low lumens (about 70) and can be on from dusk to dawn. She stated she did not think that they would be on all that time. She stated that the light would be under the overhang and be directed down. It is a single LED.

Board member Bush made a motion to accept the sign and light plan which Ms. McQuate has set before the board. Board member Clancy seconded the motion. All in favor.

Ms. McQuate asked if she needed to come back to the board if she wanted to put up a small canopy over the door to prevent dripping. Mr. Hebert stated that he would have to review the plans before he can determine if she would have to come back in front of this board.

Mr. Hebert stated that he had two applicants present at this meeting who were looking to present their conceptual plans this evening to the Board, stating that the Board can set the public hearing for next month.

Mr. Hebert stated the first was a sign for Mio Vino who is changing their name to Veronica's. He pointed out that the only thing they were changing was the face of the sign but that it still had to come in front of the Planning Board. Mr. Hebert stated that he had all the paperwork for the Board to take a look at and help Mr. Blackman get his sign next month. Chairman Wilford asked Mr. Hebert if everything listed in application meets Village Code. Mr. Hebert stated that it did and he included a narrative with the paperwork. Mr. Hebert stated that it was on a form he used also in Voorheesville. He stated that the form stated that Mr. Blackman is aware of and adhering to all the conditions of the current Special Use Permit issued for that business.

Chairman Wilford discussed that since Mr. Blackman was a new owner, he should be aware of the conditions of the Special Use Permit issued to the business. Chairman Wilford pointed out that delivery vehicles were stopping and unloading in the middle of Main Street and in the middle of Maple Avenue which was addressed in the Special Use Permit. Mr. Blackman stated he was not aware of the conditions of the Special Use Permit. Chairman Wilford asked that the secretary pull those conditions and make them available to the Board and Mr. Blackman. Mr. Blackman stated that he wanted to conform to all and any conditions. Mr. Blackman asked if the new name can be left off the legal notice to make a big splash when it is renamed. Chairman Wilford stated that the public hearing will be held on March 27, 2017.

Mr. Hebert stated that he had another application from Mr. Vlahos. Mr. Hebert stated that Mr. Vlahos owns the Altamont Manor. He stated that according to Mr. Vlahos that years ago there was a subdivision that was suppose to be done. Mr. Hebert stated he was not sure whether or not it was done, it was not filed with the county. Mr. Hebert stated that that subdivision is now null and void since it was not filed with the county. Mr. Vlahos wants to do the same thing but Mr. Hebert stated it can be done with a lot line adjustment. Mr. Vlahos is having a survey done by Mr. Walrath showing the lot as it is currently and where the new purposed lot lines will be located. Mr. Hebert stated that there will be no undersized lots – the lots will meet Village Code. He stated that Mr. Vlahos was trying to get the land back into his mom's name.

Chairman Wilford stated that the Board was not taking any paperwork tonight. Mr. Vlahos stated that he thought this would be considered the concept hearing. Chairman Wilford stated that the Board is suppose to have paperwork no less than 5 days prior to a meeting for the purpose of review. Chairman Wilford stated that Mr. Vlahos can submit all the paperwork at once and the Board may be able to do the concept hearing the same night as the public hearing. Chairman Wilford suggested that Mr. Vlahos

get the paperwork to the Village Offices well before the 10 day cut off for the March meeting due to the fact that both Mr. Hebert and the secretary do not work full time. He stated that there is a process and there are delays due to the staffing of office. Mr. Vlahos was advised that he needed the existing property lines and the adjusted property lines on the map submitted. He was also advised that he needed 3 Mylar and 2 paper copies. Mr. Vlahos was also advised that once the Board approves the changes and stamps the plans, it is Mr. Vlahos responsibility to take a copy and file it at the county. Mr. Vlahos thought that this was completed but a search at the County Clerk's Office had no record. Mr. Vlahos stated that his parents thought they were selling 5 acres and keeping 4 acres but it looks like they actually sold 7 acres and kept 2 acres. The maps show the change but the deed does not. All the property discussed is within the family so there is not an issue regarding property lines.

Board member Caruso made a motion to approve the minutes of January 24, 2017. Board member Hukey seconded the motion. Board member Hukey – Yes, Board member Caruso – Yes, Board member Clancy – abstain, Board member Bush – Yes and Chairman Wilford – Yes.

Board member Caruso asked if the Special Use Permit is issued to the person who owns the business or for the business itself. Mr. Hebert stated that the Special Use Permit was for the business itself because it is not a change of use. Mr. Blackman is just changing the name. Mr. Hebert stated that he will pass on the conditions of the Special Use Permit to Mr. Blackman before the next meeting. Mr. Hebert stated he has a form that he uses in Voorheesville, that he has reduced it for Altamont but can add the information relating to the current Special Use Permit and its conditions and findings. He states that the new owner, the Building Inspector, the Planning Board Chairman and the Attorney can sign that all are aware of the conditions. The Chairman asked if from this point forward, it will be the responsibility of the Building Inspector/Zoning Administrator to inform the new owner of the conditions of the Special Use Permit if the business is to remain the same under the new ownership. Mr. Hebert agreed.

The Board announced the next regular meeting of the Planning Board is scheduled for Monday, March 27, 2017.

Board member Bush made a motion to adjourn the meeting at 7:27 pm. Board member Hukey seconded the motion. All in favor.

Respectfully submitted,

Kelly Best