

**Planning Board Meeting
Minutes
August 16, 2017**

Call to Order: Meeting was called to order at 7:29PM by Chairman Morse.

In Attendance: Chairman Stanley Morse, Charles Frisina, Joseph Still, Heather LaVarnway, Joseph Forte and Dave Clouser (Barton & Loguidice).

Also in attendance: Gladys and Mike Lang.

Pledge of Allegiance: Led by Mr. Forte

Review of Minutes: A motion was made by Mr. Still and seconded by Mr. Frisina to approve the July 18, 2017 Planning Board meeting minutes. All were in favor.

Old Business: N/A

New Business:

1. **Millbrook Laundry – 7-15 Merritt Avenue** – Chris Colby (architect representing). Initial discussion re Site Plan Review for Millbrook Laundry’s proposal to move from their current Washington Avenue location to 7-15 Merritt Avenue.

Mr. Still recused himself from this proceeding because he was a former owner of the 7-15 Merritt Avenue property.

Mr. Colby explained that both the Millbrook Laundry and 7-15 Merritt Avenue are owned by Hunter Rental Properties, LLC. They propose to house the laundry on the lower level – rear side – of the building. That space is currently used for storage and mechanical equipment. The rear parking lot is shared with the other tenants of this multi-use building (retail, 6 apartments & DMV). The Village water and sewer usage appears to be adequate. They intend to add LED shielded (photometrics) lighting and shielded (pole) flood lighting to the rear of the building. Mrs. LaVarnway noted that the adjacent building lighting has not been addressed. The only dumpster available right now is situated on Mr. Still’s property – not on the 7-15 Merritt Ave property. Mr. Colby will work on the dumpster issue.

Chairman Morse asked when the laundry plans to move. Mr. Colby explained that their Washington Avenue lease expires in December so the hope is that the move can take place in January 2018.

Mr. Clouser explained that a laundromat is not a defined use in the Code. “Service” business is the closest use category for this situation.

Mr. Clouser also noted that this will be a Type II SEQRA action with the Planning Board acting as the lead agency.

A copy of Mr. Clouser’s 8/15/17 memorandum for this proposal is attached to these

minutes.

Mr. Frisina noted that services and sewer connections need to be shown on the Plan. He asked if the laundry machines are electric or gas. Mr. Colby will check on this. If gas, the LP service also needs to be shown on the Plan. He asked about the dryer venting. Mr. Colby explained that there will be one enclosed vent on the driveway side of the building. A discussion regarding parking ensued. 5 spaces are required for the Laundry. There are currently 4 spaces (not marked) in the rear of the building. There are 6 apartments (with approximately 11 bedrooms in total), a retail shop (Punch) and the DMV office – all within the 7-15 Merritt Avenue building. There is a narrow (approximately 17 ft), one-lane driveway to get to the rear of the building. There is no sign indicating that there is parking in the rear of the building. The rear parking area is ½ gravel & ½ blacktopped. Mr. Clouser explained that at least 2 additional spaces are needed.

Mr. Colby noted that this an old wooden, mixed-use building that meets current fire safety/separation requirements. The sprinklers are shown on the Plan, but he will add Code notes to the Plan.

Chairman Morse asked about the hours of operation. Mr. Colby will check on this.

Mrs. LaVarnway asked about the proposed projecting sign – how will it be hung, how high and where on the building. She also asked for the sign details (color, text, font). Mr. Colby will provide this information.

Mr.Lang offered the following comments regarding this proposal: parking will be problematic; people don't use the rear lot; parking will increase on Merritt Avenue; there is the potential for problems in the rear parking area at night; there are noise concerns for the neighbors; the neighbors are not happy about this proposal.

Mrs.Lang agreed that there will be problems if this proposal is approved.

Mr. Still (as an abutter – not a PB member) offered the following comments: there are enough uses in this one building – no more should be approved; this is a 150 yr-old building with oil permeated floors from previous uses; the building would be a fire-trap if there was a fire; there are and would continue to be problems using the narrow one-lane driveway; the plan was always to only use the lower level for storage.

Chairman Morse asked the Board how best to proceed with this proposal: Mr. Frisina said that this should go to the ZBA because the parking and driveway do not conform to Code requirements. Mr. Forte agreed that it should go to the ZBA. Mrs. LaVarnway said that it should stay with the PB. Chairman Morse agreed that it should stay with the PB.

Mr. Clouser noted that more information is needed before any action can be taken.

Chairman Morse said that a second preliminary meeting will be scheduled on 9/19/17 with the PB for this proposal.

2. The Millbrook Diner – 3266 Franklin Avenue – Thanasis Theodoropoulos – Proposal to construct a new set of access stairs on the front of the building. This is an 8/7/17 referral

from the Building Inspector, Ken McLaughlin.

Mr. Theodoropoulos explained that his intent is to help handicapped persons enter The Diner.

Mr. Theodoropoulos submitted a letter from architect Edmond Loedy (copy attached to these minutes) explaining that a Code compliant HC ramp is not feasible but that his diagram (also attached) depicts Code compliant stairs consisting of small risers and elongated treads. He also attached the International Building Code for Stair treads and risers (Section 1009.3..”Stair riser heights shall be 7 inches maximum and 4 inches minimum. Stair tread depths shall be 11 inches minimum.”).

Mr. Theodoropolous said that there are currently 3 steps with handrails; the proposal shows 5 steps and an entryway.

Mr. Still asked if the proposed steps will project farther into the sidewalk. Mr. Theodoropoulos said they would not.

Mr. Clouser noted that the sidewalk is required to be 5 ft wide. His proposal shows the sidewalk to be 3 ft wide from the stairs to the parking lot.

Mrs. LaVarnway wants to do more research on this proposal and needs more information. She is requesting a Site Plan with the proposed stairs, handrails, sidewalk dimensions and all details shown.

Mr. Theodoropolous will also need a letter from the Building Inspector stating that he is unable to comply with ADA regulations but will be Code compliant and doing the best he can with his circumstances. The letter also needs to state this is a minor issue and will not require a public hearing.

Mrs. LaVarnway suggested that Mr. Theodoropolous should provide the annotated Site Plan and letter from the Building Inspector before the Board can re-review his proposal at the September PB meeting.

Other: Chairman Morse told the Board that he will be resigning effective 8/31/17.

Administrative Items:

1. **Reminder – be sure that your training requirements are up to date. Keep a copy of your training certificates before submitting them to the Village Hall.**
2. **The ZBA granted 2 area variances to Mr & Mrs Heunis on 8/10/17 – to erect a garage on the side yard of their property.**
3. **A PB Public Hearing is scheduled on 8/30/17 for Maura’s Kitchen’s request to add food and beverage service on their outside patio.**

Adjournment: Mr. Still moved and Mr. Forte seconded a motion to adjourn this meeting at 9:21PM. All were in favor.