

**Village of Millbrook
Village Planning Board
July 30, 2009 Meeting**

Call to Order Meeting began at 7:36 p.m.

In Attendance Linda Roberts, Chairman, Joe Still, Dr. Thomas Murray, David Clouser, Engineer

Review of Minutes Minutes of the May 14, 2009 meeting were reviewed. Joe Still made a motion to accept and Dr. Murray seconded. All were in favor.

New Business Linda Roberts, Planning Board Chair, raised concerns over hearing that raised seating and a handicapped accessible ramp were being built inside of the Thorne Building auditorium. This was not approved by the Planning Board during the months in which the Thorne Project was on the agenda for their special use permit and site plan application. The Board agreed a letter should go to the Mayor asking him to look into any interior alterations that may be made, especially since the site plan for this project was approved "as is".

The Pumpkin House-Sign Review

No applicant appeared before the Planning Board for the sign review.

Phoenix Art, LLC

Rich Kellerman appeared before the Board on behalf of Phoenix Art LLC for their sign review. Out of the 12 windows along the front and side of the building, 6 will have the black lettering. The lettering will be placed on the two front windows and every other window along the side facing Front Street. Dr. Murray was pleased that the lettering is small in comparison to the size of the windows, even though Rich made mention that they may go smaller on the lettering. Joe Still asked that an elevation be provided of the building with the lettering sketched on the windows that it will be placed. This was then provided by the applicant and put in the file. After making certain that the lettering did not exceed standards set forth by the code, Joe Still made a motion to approve the lettering as described in the elevation, Dr. Murray seconded and all were in favor.

Haight Avenue Associates

Ed Loedy appeared on behalf of Haight Avenue Associates in regards to a special use permit and site plan application for 59 Front Street. They are proposing to move the Millbrook Café from its current location on Franklin Ave to the Front St location. A site plan that was approved for this building back in 2005 showed that it was approved for 2 retail spaces on the ground floor and 2 office spaces on the second floor. A restaurant or café is permitted with a special use permit in the GB (General Business) district. A special use permit and site plan application must be approved and cannot be waived. No official withdrawal has been made of the former application to turn the second floor office spaces of this building into apartments, therefore, new application fees as well as escrow will need to be paid prior to this application moving forward. There will be no changes to the footprint of the building however, there will be interior changes as well as landscaping changes proposed. The changes that will be proposed were discussed as well as seating and parking. There will be approximate seating for 60 and based on code, 20 parking spaces will be needed to be shown on the site plan for that many patrons. As always, parking will be an issue and Dave Clouser agreed that the Zoning Board of Appeals will need to approve a variance for parking before the Planning Board can approve a special use permit and site plan. In order to be placed on the August Planning Board agenda, fees will need to be paid, a floor plan, elevation, new site plan and survey, along with the proper application will all need to be submitted in time for both Dave Clouser and the Board to review.

Old business

Raspa/Green Lot Line Adjustment

Gordon Raspa appeared before the Board again with the final items needed for his lot line adjustment/minor subdivision application. Dave, as well as the Planning Board members looked over the new survey prepared by Chazen Companies and explained again what the proposal will entail, including a driveway for Robert Green and better sight distance.

Dave Clouser went over the memorandum he prepared for this meeting. A note will be needed to be placed on the site plan showing how much the sight distance will be improved.

The approval letter from the Village Highway Superintendent was read, as well as the minutes from the Village Board meeting with their approval of the project.

Joe Still made a motion to consider waivers of the location of utilities and soil data as required by Subdivision Code 201-17 A, since this information does not appear to be required for this lot line adjustment application. Dr. Murray seconded. All were in favor.

Joe Still made a motion to waive the requirements for building setbacks to be shown on the subdivision plan, as required by the Subdivision Code 201-17 B. Dr. Murray seconded. All were in favor.

Dave Clouser then went over the Short Form EAF with the Board. Since this project is an unlisted action with no adverse effects, Joe Still made a motion to declare a negative declaration. Dr. Murray seconded. All were in favor.

Since a lot line change does not require a public hearing as per the Village Code, Dr. Murray made a motion to approve the lot line adjustment. Joe Still seconded. All were in favor.

Motion to Adjourn

Motion was made to adjourn by Dr. Murray and seconded by Joe Still. The meeting adjourned at 9:17 p.m.