

Village of Altamont
Planning Board
Regular Meeting
March 24, 2014

Present:

Chairman James Greene

Board member Stephen Caruso

Board member Elaine Van De Carr

Board member Kevin Clancy

Board member Cathy Glass

Kelly Best, Secretary

Trustee Dean Whalen, Board Liaison

Claude Moyse, Landlord (Spawn)

Pamala Spawn, Applicant & son

Fiamma Rieckman, Applicant

1 Guest

7:00

Board member Caruso made a motion to approve the May 2013 minutes and the August 2013 minutes with the following change – August 2013 change minutes to reflect Dr. Edwards, not Dr. Fass throughout. Board member Van De Carr seconded the motion. All in favor.

Chairman Greene announced the next meeting of the Planning Board will be held on Monday, April 28, 2014 at 7:00 pm.

The Board began the review of the application for a Special Use Permit requested by Pamala Spawn to operate a pet grooming and retail store at 104 Maple Avenue. The Board spoke with Mr. Moyse regarding location and plot description.

Mrs. Spawn stated that the shop will include a few self-washing stations, her own washing station, a grooming area and a retail area. Her proposed hours of operation are 9 am to 9 pm but stated realistically she would probably be open 9:30 am to 7:00 pm. She stated she was thinking about being closed on Mondays and Tuesday.

The Board asked her to estimate the traffic flow into the business on a busy day. Mrs. Spawn stated that if she had 6 grooming appointments a day with a few walk-ins that would be a busy day. Mrs. Spawn stated that she has to do at least 45 baths a month to just pay the rent. She stated that 2 of the tubs would be for public use and a third tub will be for shop use only.

The Board asked if there was any green space around the building on the property. Mr. Moyse stated only about a foot around the building. The Board asked Mrs. Spawn if she had a plan in place for pets in case they have to relieve themselves. She stated that she would take the pet outside and clean up after the pet as prescribe in the pooper-scooper local law.

The Board asked the applicant if there will be cages in which the pets will be kept awaiting grooming or pickup. Mrs. Spawn stated that there will be no cages and owners will need to pick up their pets immediately after grooming. Mrs. Spawn stated if an owner is delay, the pet will be kept on a leash within the shop. She stated that there will be no overnight lodging or holding of a pet for an extended amount of time during the day. The Board informed Mrs. Spawn that they did not want to see a doggie day care situation.

The Board asked both the applicant and owner if the building will need any upgrades relating to water and sewer services. Mr. Moyses stated that minor changes will need to be made to accommodate the tubs.

The Board reviewed the plot plan. It was stated by Mr. Moyses that there is approximately 10 feet of Right of Way between Hungerford Market and 104 Maple Avenue, 15 feet of Right of Way space between Mino Vio and 104 Maple Avenue and in the rear about 30 feet ending at 182 Main Street. Mr. Moyses stated the building is constructed with mason blocks.

The Board asked the applicant about the type of refuse the business would generate. Mrs. Spawn stated mostly pet hair and basic trash (shampoo bottles, paper towels). She stated that there was no special disposal needed for refuse. She stated that she proposes using 1 55 gallon trash bin. The Board stated that the trash bin must be kept in back of the building except on collection day.

The Board asked if the self-washing tubs would be coin operated. Mrs. Spawn stated that they would not. The Board inquired how big the tubs would be. The applicant stated big enough to allow for a large dog to be put in – about 38 inches wide. The tubs may have either a lift or a ramp to make them accessible.

The Board asked if there will be any changes to the exterior of the building. Mrs. Spawn stated that she will have a sign in the window. The Board reviewed the process to the applicant to get sign approval.

Chairman Greene reviewed the Albany County Planning Board recommendations for this application. He then explained the next step in the process is to hold a public hearing.

Board member Glass made a motion to approve the concept/sketch plan for Pamala Spawn for her use of 104 Maple Avenue as a pet grooming and retail business. Board member Clancy seconded the motion. All in favor.

Chairman Greene informed the applicant that the Public Hearing will be held on Monday, April 28 at 7 pm.

Board member Glass made a motion to waive the requirement of Village Code for the site plan approval as outlined in Section 355-37 Site Plan Review, paragraph C, 1 through 4 as not be relevant to the Special Use Permit request. Board member Clancy seconded the motion. All in favor.

The Board reviewed the application of Fiamma Rieckman for a Special Use Permit to operate a café and gift shop at 182 Main Street. The Board asked the applicant to describe the kitchen prep area. The applicant stated that she would be using a convection oven, a refrigerator, a 3 bay sink and some counter top space.

The applicant went on to describe that she will be serving only beverages and baked goods (cakes, cookies and muffins). She would be selling Fair Trade and Products with a Purpose. Fair Trade products are made by people living in Third World countries who receive a fair compensation for their work and Products with a Purpose are sold through companies who provide goods to needy families and children through the sale of their items.

The Board asked the applicant to estimate the number of customers she would expect on a typical day. Ms. Rieckman stated that she expected more morning traffic, especially foot traffic. The afternoon would probably be more gift shoppers. She plans on offering free Wi-Fi. Ms. Rieckman stated she was considering being open from 6 am to 9 or 10 pm. She was hoping to have 2 employees and herself.

The Board asked about any type of entertainment being offered at her location. Ms. Rieckman stated that she may hold a poetry night once a month or so. She also is considering opening her shop to knitting group or similar groups.

The Board inquired on how much trash the business would generate. The applicant did not feel it would be much. The Board informed the applicant that all trash bins must be kept in back of the business except on the collection day. The Board also discussed deliveries. Ms. Rieckman stated that most deliveries would be UPS or FED EX, stated that if it was a larger delivery truck, she would ask them to park on Park Street. She did not expect a large truck more than once a week.

The Board asked if Ms. Rieckman has contacted Department of Health regarding food service. She stated she had and that is why she would need the 3 bay sink. The Board reviewed the signage permit process with the applicant.

Board member Glass made a motion to approve the concept/sketch plan for Fiamma Rieckman for her use of 182 Main Street as a café/gift shop. Board member Clancy seconded the motion. All in favor.

Board member Glass made a motion to waive the requirement of Village Code for the site plan approval as outlined in Section 355-37 Site Plan Review, paragraph C, 1 through 4 as not be relevant to the Special Use Permit request. Board member Clancy seconded the motion. All in favor.

Chairman Greene informed the applicant that a Public Hearing will be held on Monday, April 28 at 7 pm regarding her request for the Special Use Permit.

There was no old business to review.

Board member Glass made a motion to adjourn. Board member Clancy seconded the motion. All in favor.

Respectfully submitted

Kelly Best
Secretary