

VILLAGE OF SCHUYLERVILLE

PLANNING BOARD

MINUTES

August 21, 2023

The Village of Schuylerville Planning Board met for its regular meeting on Monday, August 21, 2023 following a special meeting for a Public Hearing, at the Village Municipal Center.

Members present: Chairman Michael Patterson, Sean Healy, Ronalee Myers, Beth Woodard, Ed Carr and Secretary Helene Patterson. Absent were alternate members Cassandra Wilusz and Patti Smola.

Chair Patterson introduced new member Ed Carr and Helene Patterson as PB Secretary. Also announced that he is new to the Chair position.

Chair Patterson presented the meeting minutes from June to the board for review and asked if there were any questions or concerns.

Member Myers made a motion to accept the June meeting minutes as presented. Seconded by Member Woodard. All Ayes, motion carried 5-0.

Member topics:

- Chair Patterson stated he drove by the Fertle Turtle established at 161 Broad Street and noticed there was no sign out front and no sign of activity. Member Myers noted that the owner of Sweet Lou's had posted that they were closed for renovations.
- Member Woodard stated she saw a sign in the "old" chiropractor office on 21 Broad Street indicating a new business opening soon, esthetician or salon. Discussion followed regarding notifying the Village Office of a new business. Member Woodard suggested a welcome new business form to serve notice to a new business that a "Change of Use" (notice) is required per our Village Law. ZBA Chair Colvin stated that the Code Enforcement Officer is the initial point of contact to determine if business needs to continue to the Planning Board or what the next step for the business would be. Secretary Patterson was directed by the Board to draw up the "Welcome New Business stop by the office" form letter.
- Chair Patterson made the Board aware that there are cannabis vendors at the Saratoga Mercantile, which is out of the Village limits but wanted to inform the board. They are just providing the space for vendors to sell. Brief discussion followed.
- Chair Patterson announced that he, the Planning Board Secretary and Village Attorney are scheduled to meet with Saratoga County Planning Board in September – date to be

announced – to explain some of the county planning duties and assist with any questions regarding basic planning duties. They can use this current proposal (13 Ferry Street) as an example and to help us prepare the county referral.

- ZBA Chair, Leona Colvin stated that she has requested a meeting with the Village officials, Village Planning Board, Village Zoning Board of Appeals, Village Code Enforcement and Village Counsel to be conducted by NY Planning Federation. She stated that she had previously discussed this with Mayor Carpenter and who said he would reach out to NYCOM for resources. ZBA Chair Colvin stated she will reach out to the NY Planning Federation to follow up regarding an educational training session to understand how all works together.
- The next planning board meeting will be held on Monday September 25, 2023

Member Carr made a motion to adjourn the meeting at 7:07pm. Seconded by Member Healy. All Ayes. Motion carried 5-0.

*Respectfully submitted,
Helene Patterson, Planning Board Secretary*