

**VILLAGE OF SCHUYLERVILLE  
PLANNING BOARD  
MINUTES**

June 17, 2024

The Village of Schuylerville Planning Board met for its regular meeting on Monday, June 17, 2024, at the Village Municipal Center at 6:30pm. Members present were Chairman Michael Patterson, Members, Sean Healy, Patti Smola, and Secretary Helene Patterson. Member Ed Carr and Alternate Cassie Wilusz were absent.

May 2024, minutes were reviewed by board. Chairman Patterson asked for a motion to accept the minutes. **Member Smola made a motion to approve the May 20, 2024 minutes. Seconded by Member Healy. All Ayes, motion carried 3-0.**

PRIVILEGE FROM THE FLOOR: None

COMMUNICATIONS: None

OLD BUSINESS:

- None

NEW BUSINESS:

- 214 Broad Street – Bittersweet & Ivy Boutique – Dottie Myers. Ms. Myers re-submitted a Sign application for a hanging sign originally presented in April, in addition to the decal sign approved in May. Chairman Patterson stated the sign met the Zoning Code requirements. The Planning Board reviewed the application and drawing. **Member Healy made a motion to approve the sign as presented. Seconded by Member Smola. All Ayes, motion carried 3-0.**
- 48 Church Street - Chairman Patterson gave an update as to the status of Special Use Permit application, the building permit and timeline of process before final determination by Planning Board.
  - Special Use Permit and Referral (from Village Planning Board) submitted to Saratoga County Planning Board – no response as to approved or denied to date. That will be reviewed at the County Planning Board meeting.
  - Gil Albert, Town of Saratoga CEO did the initial inspection of the building in June 2020. Permit has been updated every year and is current. Chairman Patterson stated that, due to COVID and supply chain shortage, it was not uncommon to suspend construction projects.
  - Site Plan review and Special Use Permit was sufficient to request a change of use for the building from the originally planned salon to a Bed and Breakfast as the “footprint” of the building has not changed.
  - A Public Hearing was held by the Planning Board, October 19, 2020 for review of Business and Building and parking area plans. A building permit had already been granted by CEO Gil Albert. The Planning Board closed the

hearing as no residents appeared for or against and made a motion to approve a building project at 48 Church Street facing Walnut Lane.

- Chairman Patterson stated that three parking spaces were approved by Planning Board at the October 2020 meeting and that Ms. Woodard will be moving forward with that. DPW Supervisor Rob Decker was on site at Walnut Lane and recommended creating a “lip” on edge running the length of the north side of the pavement or a swale to divert the water from adjoining properties.
- Current Planning Board will schedule another Public Hearing pending Saratoga County Planning Board approval of the Special Use Permit.
- Board members discussed Ms. Woodard having to serve notice via certified mail to neighbors. Chairman Patterson stated that it is the responsibility of the owner to notify the closest neighbors and will look into the specifics about the process and timeline.
- Chairman Patterson announced the next Planning Board meeting will be held Monday July 15, 2024 at 6:30pm.
- **Member Smola made a motion to adjourn the meeting. Seconded by Member Healy. All Ayes, motion carried 3-0. Meeting adjourned.**

*Respectfully submitted,  
Helene Patterson, Planning Board Secretary*