

Planning Board  
Village of Dexter  
Regular Meeting  
April 26, 2021  
Minutes

Quorum: Yes

Meeting called to order at 6:30 PM by Chairman Stephanie Ferguson.

Members present: Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Absent: Todd Reinhardt

Also present: Scott Soules and Mark Crandall of GYMO

Mike Lomber, applicant

Joe Finn, applicant

Privilege of the Floor: None

Motion Tammy Hanson 2<sup>nd</sup> Deborah Harmann to approve the minutes from the March 29<sup>th</sup> regular meeting.  
Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

Correspondence: A preliminary menu to go with the Special Use application submitted by Joe Finn of 220 Water Street to open a restaurant.

Old Business:

Mike Lomber submitted a Special Use Permit application for the Decilles property located at 518 William Street. Mr. Lomber currently runs a landscaping business, "Off the Top Lawn Care and Landscaping". His intent is to utilize the building for storing equipment and supplies used for his landscaping business.

Board: What size are the four trailers that will be left outside of the building? will there be adequate space?

Mr. Lomber: There will be at least four landscape trailers ranging from 10'-16' in length left parked outside on the left-hand side of the building (if facing the building), there will be plenty of space.

Board: -Environmental Assessment Form, question number 4/5 regarding land uses that occur on, adjoining, or near the proposed action, uncheck forest. It is rather a clump of trees.

-In the event that signage comes up a zoning permit will be required as well as guidance that will need to be followed.

Motion Tammy Hanson 2<sup>nd</sup> Brian Moore to accept the Special Use application submitted by Mike Lomber to use the property at 518 William Street for storage, as complete.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

Motion Tammy Hanson 2<sup>nd</sup> Deborah Harmann to send the Special Use Permit application submitted by Mike Lomber to use 518 William Street for storage to Jefferson County Planning for 239M Review.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

Motion Charlene Mannigan 2<sup>nd</sup> Carol Oliver to hold a public hearing on Monday June 7<sup>th</sup> at 6:30pm for the Special Use Permit application submitted by Mike Lomber to use 518 William Street for storage.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

New Business:

Joe Finn submitted a Special Use Permit application to convert the first floor of his current residence located at 220 Water street into a pizza/ pasta/sandwich, restaurant.

Finn: -Will be a year-round restaurant, limited seating, mostly take out, tentative hours 11am-7pm.  
- Right side of the porch will have take out window/pick up area.  
- Left side of the porch/first floor will have seating.  
- No addition off of the back of the building, will be converting the right side of the first floor into kitchen space.  
- Handicap bathroom to the back-left side of the first floor.  
- Site improvements to include 8x10 concrete pad to hold refrigeration unit at the back of the building, and a handicap accessible ramp in the front of the building.  
- May consider beer/wine sales in the future, not at this time.  
- Plans to find a new location for the food trailer.

Board: -The handicap ramp will need to be at least 2' off of the sidewalk and not impede the Water Street right of way.  
-Where is the food truck going?

Finn: -Currently looking for a new location to operate the food trailer. Vacant lot across the street to the entrance of the airport could be a possibility, has water and electric.  
-Second truck will go to the farmers market and fairs.  
-Need all of the parking spaces available at 220 water street for customers.  
-Currently in the process of purchasing a vacant lot on West Kirby Street. Would it be feasible to park the food trucks on the vacant lot while not being used for a period of time?

Board: The Vehicles would need to be licensed, the Board will look into any other restrictions concerning parking on the vacant lot.

-What is the plan for solid waste disposal?

Finn: Currently utilizes commercial trash cans, takes trash to the county transfer site twice weekly.

Board: Would suggest getting a small dumpster with a lock, to alleviate people trying to dump in it at night.

-What is the plan for an unloading area for deliveries?

Finn: There is enough room for delivery trucks to back into the current parking area.

Board: May need to coordinate delivery time when there is the least number of customers/vehicles parked.

Board: Will there be any additional outdoor lighting?

Finn: Yes, the handicap ramp will need to be well lit.

Board: Will there be signage? Placement?

Finn: Possibly a sign on the building itself, not huge in size.

Board: A zoning permit will be required, and guidance to follow. Get with Mr. Millington prior.

Board: Will there be a sprinkler system installed?

Scott Soules: Codes do not require a sprinkler system based on percentage/square footage.

Finn: Has been discussing the installation of a sprinkler system with Mr. Millington, may install a residential sprinkler on the second floor for peace of mind they are less expensive. First floor/kitchen will have a fire suppression system as required.

Board: What does the timeline look like for the Department of Health?

Finn: On their own schedule, working with a building manager and the goal is to have renovations complete by the fall, (kitchen install, change doors for handicap codes). Food trailer will shut down and restaurant will open.

Board: The Board feels Mr. Finn has made great improvements to the property with what he has done so far.

Motion Tammy Hanson 2<sup>nd</sup> Carol Oliver to accept the Special Use application submitted by Joe Finn to open a restaurant at 220 Water Street as complete.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

Motion Deborah Harmann 2<sup>nd</sup> Charlene Mannigan to send the Special Use application submitted by Joe Finn to open a restaurant at 220 Water Street to Jefferson County Planning for 239M Review.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

Motion Brian Moore 2<sup>nd</sup> Tammy Hanson to hold a Public Hearing on June 7<sup>th</sup> at 6:45pm to hear comments on the application submitted by Joe Finn to open a restaurant at 220 Water Street.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, and Brian Moore.

Nays: 0

Discussion: None

Next meeting to be held June 7, 2021 at 6:30pm.

Motion Charlene Mannigan 2<sup>nd</sup> Deb Harmann to close the meeting.

Ayes: 6 Stephanie Ferguson, Charlene Mannigan, Carol Oliver, Deborah Harmann, Tammy Hanson, Brian Moore

Nays: 0

Meeting adjourned at 7:05pm.  
Respectfully submitted, Danielle Queior