

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 2nd Deborah Harmann to approve the minutes from the March 29th 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 2nd 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 2nd 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 2nd Carol Oliver to hold a public hearing on Monday June 7th 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 2nd 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 2nd 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 2nd Tammy Hanson to hold a Public Hearing on June 7th 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 2nd 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