

Present: Gerald Putman, Chairman  
Marcia Ward, Vice Chair  
David Michalak, Secretary  
Lori Thorn  
Michael Sheredy

Also Present: Keegan Coughlin, Attorney for Village  
Stephanie Yezzi, Director of Planning

Absent: Kim Cunningham, Planning Board Clerk

A work session was held at 7:00pm.

### **EXECUTIVE SESSION #1**

Chairman Putman made a motion to go into executive session to seek legal advice regarding County comments and potential legislation and for attorney client privilege discussion.

Attorney Coughlin, Stephanie Yezzi and the Board discussed the agenda and the applications:

Chairman Putman called the Planning Board meeting to order at 7:33pm.

Chairman Putman noted the fire exits.

### **PRIVELEGE OF THE FLOOR**

Chairman Putman opened the privilege of the floor. There being no one who wished to speak, Chairman Putman closed the privilege of the floor.

### **MINUTES**

A motion for approval of the October 22, 2024 meeting minutes was made by Mr. Michalak and seconded by Ms. Ward. The motion carried with all those present voting in the affirmative.

**OLD BUSINESS** - None

### **NEW BUSINESS**

#### **601 Harry L Drive – Spark JC, LLC**

Advisory Opinion to the ZBA for Sign Area Variances at Five Guys

Daria Golazeski, Planning Consultant for Newman Development Associates-Spark JC, appeared on behalf of the application. Ms. Golazeski stated Five Guys is going into where the former Ruby Tuesdays was. The original plan called for a sign on the new awning and that has been taken out of consideration. The three signs main one on the top of the building, one on the angled wall that is visible from Harry L Drive, the one facing Reynolds Road and one above the door. The two top signs are most



important to Five Guys for visibility purposes because they aren't on any of the pylon signs. They only have small signs on the two directional signs, one by the House of Sports and one by the Beer Tree. If the Board is only considering two signs, she asks they consider the two top signs and remove the one above the door. Would still need the coverage percentage for the angled wall and for the overall total signage. Ms. Golazeski confirmed the signs are internally lighted. She confirmed the monument sign does not seem to block visibility.

The order of businesses is House of Sport, existing retail, Five Below, Five Guys.

Ms. Golazeski showed the Board the angled wall and explained the location and dimensions. She said they are not taking the full Ruby Tuesday space, only 3,000 +/-sq ft. The overall sign is 50 sq ft; 8 feet at its widest point. They are taking the front of the building where the steps are going up.

Attorney Coughlin advised the Board would be increasing the permitted signs from 1 to 2 and increasing the coverage a little. Ms. Golazeski confirmed it would be increasing the square footage to 227.35 sq ft. she stated they do have the permit for the awning and main sign. The larger sign is 177.35 sq ft.

The Board had no further questions.

The Variance Requests were added to the record.

#### **Variance Requests:**

The following area variances are being requested from the Zoning Board of Appeals (ZBA) by Spark JC LLC for proposed signage at Five Guys, to be located at 601 Harry L. Drive:

- Section 300-52.4 J 3 a: Increase the total number of permitted signs from 1 to 3 and increase the total allowable square footage from 151.35 sf to 239.34 sf
- Section 300-52.5 Table 52-6: Increase the percent coverage of one wall sign from 25% to 42.6%. Increase the square footage of one wall sign to accommodate 50.0 square feet where 29.37 square feet (25%) is allowed.

Chairman Putman read the Summary and Department Head Comments and Planning Staff Recommendations.

#### **Environmental Summary and Department Head Comments**

The project was routed to Broome County Planning for 239-review as well as department heads for comment. The applicant's proposal does not require further review under SEQRA as the project has been reviewed in great detail during the site plan review process.

239-m and department head comments are detailed below:

- **Broome County Planning** - The Planning Department has reviewed the above-cited case and has not identified any significant countywide or inter-community impacts associated with the proposed project. The case file was routed to the Binghamton Metropolitan Transportation Study (BMTS), New York State Department of Transportation (NYSDOT), Broome County Transit (BCT) for review. BMTS, NYSDOT, and BCT had no comments.
- **Public Services, DPW, Water, Fire & Police Departments** – No compelling interest.
- **Code Enforcement** – The signs shall be maintained in good condition.

#### **Planning Staff Recommendations**

The Planning Department staff advises that the Planning Board recommends the ZBA approve the



variance for one additional sign, allowing for a total of two permitted signs. This would include the main wall sign and sign above the door. The result would be one variance rather than two and would eliminate the need for a size and percentage variance for the other angled wall face. The new variance would read as follows:

- Section 300-52.4 J 3 a: Increase the total number of permitted signs from 1 to 2 and increase the total allowable square footage from 151.35 sf to 189.34 sf

Based on the conversations of the Planning Board, one of the options is to still go from 1 to 2 but the total allowable footage would be 227.35 sq ft which would allow for a main wall sign and an angled wall sign which is 50 sq ft. The sign over the door would be eliminated and the awning sign would be eliminated.

- Section 300-52.5 Table 52-6: 42.6% coverage for angle wall sign

A motion that the Johnson City Planning Board recommend that the Zoning Board of Appeals approve the requested variance for one additional sign for a total of two permanent signs including the main wall sign and the sign on the angled wall space for a total of 227.35 sq ft and the corresponding coverage variance to allow for 42.6% coverage for 601 Harry L Drive- Five Guys including the Department Head Comments was made by Ms. Ward and seconded by Mr. Michalak.

*Motion Carried - Vote:*

*Yes – 5 (Sheredy, Thorn, Michalak, Ward, Putman) No – 0 Absent – 0*

### **292 Harry L Drive – Badr Alsaïdi**

Advisory Opinion to the ZBA for Corner Store Use Variance and Parking Area Variance

Attorney Dan Reynolds with Crowley and Reynolds, attorneys for the applicant, Badr Alsaïdi and father and brother of the applicant Fawad and Ali Alsaïdi appeared on behalf of the application.

Attorney Reynolds spoke regarding the following:

- Star One Grocery Corp is the company owned by the Alsaïdi family
- Corner of Harry L Drive and Harrison
- Three buildings on the corner
  - Residential structure on the corner, a store building with a history of commercial use and next to that is a garage. No parking except for in front of the garage.
- Willing to address the proposed hours of operation of 6am to midnight. They are willing to scale it back to 7am-9pm.
- Parking issue
  - Purchased property behind it and would develop it for parking. They would take the garage down and access the adjacent undeveloped lot. They could then pull back the parking variance.
- Electric services are supplied the accessory structure is not accurate.
  - The store building has a separate meter and also has gas separate on commercial building.
  - Unsure about the water.
- Hardship if this use is not allowed. Plan is to run a small grocery out of that location.
- Not selling alcohol
- Different from gas station – fresh food, deli, bread
  - Would enhance the neighborhood if it is run well which they will



- Mr. Michalak stated the garage is the only access point to the property. From Harry L Drive, there is quite a decline. When you access from North Harrison, is that going to work? Will they backfill and level?

The applicant, the Board and Attorney Coughlin discussed the access and slope. The applicant responded they would level it and they would be able to provide four parking spots.

Attorney Coughlin confirmed angled spots for turnaround spots. Attorney Reynolds advised they would provide a site plan from the architect of how that would work with turning radius.

- Attorney Reynolds confirmed the store is 1169 sq feet of floor space.
- They will sell tobacco and tobacco related products.
  - Attorney Reynolds confirmed they would be selling cigarettes, no hookah or pipes.

Attorney Coughlin said the property flooded in 2011. He questioned drainage plans with potential parking change.

Attorney Reynolds stated if they use an impermeable surface, they would have to address the drainage.

- Plan for house portion. The applicant lives in the house which is a single family. It was bought as one parcel.

The Variance Requests were added to the record.

**Variance Requests:**

It is understood Star One Grocery Corp., under the direction of Badr Alsaidi, is requesting a use variance for a corner store at 292 Harry L Drive. He is looking to utilize the existing commercial space for a corner store. A corner store is allowed in a neighborhood commercial district, but not if the property abuts a residential district where the use is prohibited.

In addition, Mr. Alsaidi is looking for an area variance for parking as there is no parking for the business on site. If the use and area variances are approved, Mr. Alsaidi will come before the Planning Board for site plan review.

Chairman Putman read the Environmental Summary and Department Head Comments and Planning Staff Recommendations

**SEQR and Department Head Comments:**

The proposed activity is an Unlisted action under SEQR and requires further review by the Zoning Board of Appeals and Planning Board. The application does not require a 239-m review; however, it has been sent to department heads for comment. The following department head comments have been returned.

- **Code Enforcement:** Code enforcement office recommends denial of the use variance based on the lack of adequate parking. In addition, water and electric services are supplied to this accessory structure from the residence located on Harry L Drive. Based on the local law, the proximity to similar uses is far too close.
- **Police Department:** We are concerned about foot and vehicular traffic coming and going from the store at such late hours on a residential street. This new disturbance seems unnecessary as there is already a mini-mart across the street with off street parking that serves that neighborhood. For these reasons we feel that a variance is unwarranted.
- **Fire Department:** Same as Code Enforcement. No additional comments at this time.



- **DPW:** No compelling interest.
- **Water:** There is an existing backflow device at this property, but there has not been a test since 2018. The device must be tested yearly in compliance with NYSDOH requirements. In addition, the proposed store's water is fed from the residential house on the corner (292 Harry L Dr). There are no separate utility bills from the Village of Johnson City for the commercial space.

**Planning Staff Recommendations:**

The Planning Department staff recommends denial of the Use Variance based on the fact that the applicant did not provide sufficient evidence that he cannot realize a reasonable return, meaning the applicant did not provide enough evidence that financially, this property would cause burden if the use was not approved. The hardships listed in the first justification point related to reasonable return also do not prove that the hardship is unique to the property. The project is across the street from another convenience store, and the lack of parking poses and issue for increased traffic in the surrounding area. That being said, the Planning Department staff also recommends denial of the full parking Area Variance as it is a substantial request, directly impacting the surrounding neighborhood.

Chairman Putman stated the hours have been address with their willingness to go from 7am-9pm as opposed to 6am-midnight. There is also a willingness to do something with parking based on site plan with their recent acquisition of a lot that could be used for parking.

Chairman Putman advised the Board is to provide a recommendation to the Zoning Board of Appeals. They will conduct a public hearing and they will make a determination. The Planning Board tonight is making a recommendation either for or against the variances on this project.

Mr. Michalak asked if the parking was addressed adequately with the creation of a parking lot in that space, it would mean that the only other variance is the residential aspect of the having the store in the residential aspect of having the commercial store in the residential?

Attorney Coughlin stated it would be the use variance because the Village's Corner Store regulations state that they can't be too close to each other and not directly next to a resident. It is within 500 feet of a property line of the zoning district where the use is prohibited or within 1000 feet of a more than one other lot with a vape shop, tobacco retailer, hookah bar or another corner store. They would need a use variance from Section 300-40.22 of the Village Code.

Chairman Putman stated the Planning Board's options are to make a motion to recommend to deny all the variances, a motion to recommend all the variances be approved or a motion to recommend variances based on change of hours and parking on a lot.

Motion that the Johnson City Planning Board recommend to the Zoning Board of Appeals denial of all variances for 292 Harry L Drive including the Department Head Comments and Staff Recommendations was made by Ms. Thorn and seconded by Ms. Ward.

*Motion Carried - Vote:*

**Yes** – 3 (*Sheredy, Thorn, Ward*)      **No** – 2 (*Michalak, Putman*)      **Absent** – 0

Attorney Coughlin advised that procedurally this recommendation goes to the Zoning Board, the Zoning Board hears your application, they get a record of the vote that it was 3-2 and they make the final decision.



Attorney Reynolds questioned when the meeting was and if they would make a decision immediately after the public hearing. Is there an opportunity for a supplemental submission between now and the meeting?

Ms. Yezzi confirmed the meeting is on December 16<sup>th</sup>.

Attorney Coughlin added sometimes immediately after, sometimes not, most of the time. Sometimes they request more information and leave the hearing open, if we close the hearing a decision has to be made in 62 days. For the parking, they could submit a supplemental submission or amend the application. The Zoning Board could hear it on their own or send it back to the Planning Board for a new advisory opinion. You could withdraw and reapply with additional information.

The total number of spaces required for the parking requirement for the lot includes the residential and commercial.

**475 Boland Drive – Village of Johnson City**

Advisory Opinion to the Board of Trustees for Rezone to Industrial

Chairman Putman stated the reason as he understands The Village can potentially use this property for some industrial uses.

Attorney Coughlin added for proposed potential utility uses, proposed signage or other potential uses allowed in the industrial zone.

The Rezone Request was added to the record.

**Rezone Request:**

It is understood, the Village of Johnson City has proposed a rezone for approximately 20 acres of open space located at 475 Boland Drive. The application requests a rezone from Open Space to Industrial. The Village is desirous of this zoning change for the potential of utility infrastructure in the future along the parcel outside of Boland Park and next to existing NYSEG infrastructure and the old Goudey Station. The property is adjacent to other industrial uses of storage facilities as well. The Village is also open to advertising opportunities along NYS 201.

This zoning change does not change any of the existing plans or desires for the Village to maintain its site control of the property. Any potential developments will come back for additional applications. The Village remains supportive of flood control and mitigation efforts as well as the hopeful future rail trail projects and will ensure that any development of the site would not negatively impact those efforts as well as the existing walking paths and parking areas near the Rt 201 bridge.

Attorney Coughlin summarized the comments from Broome County.

Chairman Putman read the Environmental Summary, 239-m and 239-nn Review and Planning Staff Recommendations.

**Environmental Summary:**

The applicant's proposal is considered an Unlisted Action under the New York State Environmental Quality Review Act (SEQRA); however, the Village Board of Trustees will declare Lead Agency for the environmental review pertaining to the assessment of potential impacts due to rezoning.



**239-m & 239-nn Review:**

- **Broome County Planning Department:** Awaiting comment.
- **BMTS, BCDPW, BC Transit, BCHD:** Awaiting comment.
- **NYSDOT:**
  - If any facilities are constructed on the property under the NYS Route 201 bridge, the applicant will require a Highway Work Permit from NYSDOT. The applicant may visit [www.dot.ny.gov/permits](http://www.dot.ny.gov/permits) or contact the NYSDOT Region 9 Permit Office at 607-721-8082 for more information.
  - Please note that, as NYS Route 201 is part of the National Highway System, it is a controlled route for advertising signage purposes. Therefore, any proposed billboard would be subject to NYSDOT regulations regarding off-premises signage. Please advise the applicant to visit [www.dot.ny.gov/programs/nys-signs/off-premise](http://www.dot.ny.gov/programs/nys-signs/off-premise) for information regarding these requirements.
- **Town of Union:** The Town of Union has considered the proposed rezoning of 475 Boland Drive to Industrial. We would normally not recommend rezoning a parcel in the floodplain to Industrial, but as the Village controls the property and it is strictly for the placement of a sign which will not impact the floodplain, we have no comments.
- **Town of Vestal:** Awaiting comment.

**Planning Staff Recommendations**

The Planning Department recommends denial of the rezone from Open Space to Industrial as it imposes more intensive use of the property should site control change in the future. The property is located directly within the floodplain which may result in significant environmental impacts to the surrounding areas if a more intensive industrial use were to occupy any portion of the site. In addition, the community participates in FEMA’s National Flood Insurance Program (NFIP) Community Rating System (CRS). The program offers flood insurance discounts to residents with flood insurance policies. The Village was just raised to a Class 8 community, providing even greater discounts to residents. The Planning Department has obtained over 406 points of the total 1029 in open space preservation. Unless proper measures are sought, approximately 20 of the 25 open space acres would be removed from the calculation. The concern is that the Village may not only drop back to a Class 9 community, but they may be removed from the program altogether.

Attorney Coughlin advised just a reminder from last time when we had to have a special meeting. The Board can advise yes, no, with changes, or choose not to recommend.

Mr. Sheredy asked if they have to do all 20 acres.

Attorney Coughlin responded the neighboring portion that is industrial that would potentially allow the rezoning is on the westernmost portion of the property.

The Board had no further questions.

Motion that the Johnson City Planning Board recommend to the Board of Trustees denial of the rezone from open space to industrial for 475 Boland Drive including the Department Head Comments was made by Mr. Michalak and seconded by Mr. Sheredy.

*Motion Carried - Vote:*

*Yes – 5 (Sheredy, Thorn, Michalak, Ward, Putman)*

*No – 0*

*Absent – 0*



**Vacant Storefronts Local Law – Village of Johnson City**

Advisory Opinion to the Board of Trustees for Proposed Local Law

Chairman Putman stated this law is designed to hold the owners liable for keeping the storefronts in good repair with the opportunity for Code in the Village to enforce violations.

Chairman Putman added the Village Board will do SEQRA and be the lead agency.

The Board had no questions.

Chairman Putman advised the Board has the opportunity to recommend approve yes, to deny no or make no decision.

Motion that the Johnson City Planning Board recommend to the Board of Trustees approval of the Local Law regarding Vacant Commercial Storefronts was made by Ms. Thorn and seconded by Mr. Michalak.

*Motion Carried - Vote:*

*Yes – 5 (Sheredy, Thorn, Michalak, Ward, Putman)      No – 0      Absent – 0*

**115 Main Street (Workers Park) – Village of Johnson City**

SEQR Type I Action, Site Plan Review

Chairman Putman read the Site Plan Review.

**Site Plan Review:**

It is understood, the Village of Johnson City is proposing to revitalize Workers Park into an interactive, recreational and educational space with game tables, stormwater garden, bench swings, and story walk component in the Open Space District. Improvements also include connective pathways, lighting and benches/waste receptacles and relocation of the Harry L Johnson statue. Workers Park is located within the National Register District, directly adjacent to and including work at Your Home Public Library, and will be reviewed as such.

The newly renovated green space is also near the Binghamton University campus and will serve as a community space to connect the campus to the downtown. The Village and Your Home Public Library have been in collaboration throughout the project with full review of the outdoor classroom area and alteration of the front porch at the library.

A motion to dispense with the readings of the 239 Comments and admit on the record as written for 115 Main Street was made by Ms. Thorn and seconded by Mr. Michalak.

*Motion Carried - Vote:*

*Yes – 5 (Sheredy, Thorn, Michalak, Ward, Putman)      No – 0      Absent – 0*

The 239 and Department Head Comments were added to the record.

**239 and Department Head Comments:**

The project is considered a Type I action under SEQR and requires further review by the Planning Board



as lead agency. The application has been sent to Broome County Planning for 239-m review and to department heads for comment.

- **Department of State:** No comments regarding SEQR or the project scope. Please keep DOS updated on the SHPO review.
- **Empire State Development:** No comments.
- **Broome County Planning:** The Planning Department has reviewed the above-cited case and has not identified any significant countywide or inter-community impacts associated with the proposed project. However, we have the following comments:
  - The SEQR EAF should include the SHPO determination in the state approvals and in the historic responses and ensure completion of the responses to the potential contamination history questions to the extent necessary (i.e., some responses were left blank on pages 10 and 11).
  - The Village PB should also ensure that the following from the JC Historic District nomination is also considered and included in the SEQR EAF historic response and in the SHPO review to the extent necessary due to the age, significance, and possible potential eligibility of the monument: The Harry L. Johnson Memorial sits perpendicular to the Recreation Center in a small park at the corner of Lester Avenue and Main Street. The semi-circular monument is white marble with a seated bronze figure of Harry L. Johnson. Two bronze plaques, depicting Johnson at work and home, are attached to the back wall. The monument was constructed and dedicated in 1922 to commemorate the life and work of Harry L. Johnson, who died prematurely.
  - The site plan should address and show compliance with the NYSDOT and DPW comments. The site plan should also show the designs, specifications, and renderings of the lighting, pedestrian furniture, trash receptacles, fencing, and interpretive signage which should consider the Johnson City Historic Design Guidelines, Johnson City Historic District, the historic monument, adjacent historic library, and need for SHPO review and consultation of these park features to the extent necessary. The Village may also want to consider the design template established for the Greenway signs for the design of the Workers Park interpretive signage and can contact Scott Reigle of BMTS for more information.
- **BMTS & BCHD:** No comments.
- **Broome County DPW:** The parcel is in the Municipal Separate Storm Sewer Systems Permit Area (MS4 Area) and as such, should adhere strictly to erosion and sedimentation control guidelines set forth by the New York State Department of Environmental Conservation (NYSDEC). These measures should remain in place and be maintained until work is complete and/or final stabilization of the disturbed soil achieved; whichever applies to the implemented measure. Pollutant discharges from construction activities should be minimized to the greatest extent possible.
- **NYSDOT:**
  - The applicant will require a Highway Work Permit from NYSDOT prior to the commencement of any work within the State right-of-way, including for the proposed lane closure and sidewalk connection. NYSDOT will review the traffic control plan during the Highway Work Permit review process. Please direct the applicant to contact the NYSDOT Region 9 Permit Office at 607-721-8082 to apply for this permit.
  - Nothing may be placed within the State right-of-way.



- **Code Enforcement:** No compelling interest.
- **Water, Police & Fire Departments:** No compelling interest.
- **DPW & Public Services:** All comments have been addressed throughout the planning/engineering/design phase of the project.

Attorney Coughlin asked if the Board is ok with Part 1. The Board had no questions.

Attorney Coughlin read and reviewed Part 2.

- Amend #9 to yes, completion of sub-questions.
- Amend #11 to yes, completion of sub-questions.

The Board was in agreement with the answers.

Part 3 Evaluation of the Magnitude and Importance of Project Impacts and Determination of Significance was added to the record.

The proposal to revitalize existing recreational space on property zoned as Open Space, was reviewed for any significant adverse impacts to the environment. The project does not require any variances from the Zoning Law or special use permits and simply requests to include new steps from the front porch at the Your Home Public Library, outdoor classroom space, a storywalk, stormwater garden, relocation of the statue, reconstruction of sidewalks surrounding the park to implement ADA standards, gaming tables, bench swings, and other site furniture.

-The proposed project will not adversely impact geological features, surface or groundwater, potential flooding, air, agricultural, aesthetic, or archaeological resources, critical environmental areas, transportation or the use of energy. The project will positively impact the existing open space and is consistent with community plans and existing community character.

- The project includes and increase in impervious surfaces solely for public gathering and recreational use. The site is located over an aquifer but will not impact groundwater resources.

-The project will not impact plants or animals. The project is adjacent to the Your Home Public Library and includes alteration of the library's front porch steps. The site is located within the National Register Historic District and has been submitted to SHPO for review. The historic statue is not recognized independently on the register; however, SHPO is working with the Village's consultants to obtain more information regarding its relocation. The statue was originally located on the corner in 1922, and the Village hopes SHPO will take this into account and provide a final impact letter following this next submittal.

- A noise increase shall occur strictly during construction and not on a regular basis. The project will install solar bollard lighting and LED lighting integrated into stair treads coming off of the library porch to increase safety; however, lighting proposed will meet Village Code and will be dark sky compliant.

- The proposed project is located near St James School, Your Home Public Library and Village Hall. It is adjacent to a number of remediation sites that have since been closed per NYSDEC website with the exception of C704059A which is under review through the Brownfield Cleanup Program. The site poses no impact to the proposed project.



After review, it was determined that the proposed open space/recreational project at 115 Main Street will not have significant adverse impacts to the environment that will not be mitigated.

A motion to issue a negative declaration for 115 Main Street was conditioned upon satisfactory SHPO approval was made by Ms. Thorn and seconded by Ms. Ward.

*Motion Carried - Vote:*

**Yes** – 5 (*Sheredy, Thorn, Michalak, Ward, Putman*) **No** – 0 **Absent** – 0

The Planning Staff Recommendations were added to the record.

**Planning Staff Recommendations:**

The Planning Department recommends approval of the Site Plan for the park with department head comments and the following stipulations:

- Maintenance shall include, but not be limited to, watering, weeding, mowing (including trimming at the base of fencing), mulching, proper pruning, and removal and replacement of dead or diseased trees and shrubs on a regular basis.
- If any changes are proposed to the exterior lighting fixtures, cut sheets for the proposed fixtures shall be submitted to the Code Enforcement Office for review and approval prior to installation.
- A sign permit shall be submitted to the Building Permits office for all proposed signage prior to installation. All temporary signs, portable signs, and sidewalk signs shall be reviewed and approved by the Code Enforcement Office prior to being placed on the property. Signs that flash, blink, rotate or move are not permitted.
- Site plan approval shall expire after one year unless substantial improvements have been made pursuant to the approved site plan and a valid building permit.
- The applicant shall be required to acknowledge all of the above conditions, in writing, prior to the issuance of a building permit or Certificate of Compliance. The applicant shall agree to follow stipulations of approval in strict accordance with the site plan approved by the Planning Board. Changes to the site plan following approval may require a minor site plan review or resubmittal to the Planning Board, depending on the degree of change per Section 300-63.2. applicability.

The Board had no further questions.

Motion that the Johnson City Planning Board approve the site plan for 115 Main Street – Workers Park including Department Head Comments and Planning Staff Stipulations and satisfactory SHPO approval was made by Ms. Ward and seconded by Mr. Michalak.

*Motion Carried - Vote:*

**Yes** – 5 (*Sheredy, Thorn, Michalak, Ward, Putman*) **No** – 0 **Absent** – 0

**CORRESPONDENCE** Discussion regarding December Planning Board Meeting. The Board decided the meeting will be Thursday, December 19<sup>th</sup> meeting asst 5:30. The work session and meeting with potential to cancel work session.



A motion to publicize rescheduling the meeting to Thursday, December 19, 2024 at 5:30pm was made by Ms. Thorn and seconded by Mr. Sheredy.

*Motion Carried - Vote:*

**Yes** – 5 (*Sheredy, Thorn, Michalak, Ward, Putman*) **No** – 0 **Absent** – 0

## **ADJOURNMENT**

A motion to adjourn the Planning Board Meeting was made by Mr. Michalak and seconded by Mr. Sheredy. The motion carried with all those present voting in the affirmative.

The meeting was adjourned at 8:49 pm.

Respectfully submitted,

Kim Cunningham  
Planning Board Clerk

