

VILLAGE OF MINOA

Planning Board Meeting Minutes

Public Hearing Hair Salon Thursday May 6, 2025

Present: Chairman Dan DeLucia, Planning Board Members: Alan Archer, John Jarmacz, Dan Englehardt, Sarah Coleman, Attorney Courtney Hills and Secretary Ashlee Powers .

Absent: None

Also Present: Brittany Barriger & Angela Burghardt

Upon due notice, a scheduled Public Hearing of the Village of Minoa Planning Board was held on May 8, 2025 at 6:30 p.m. at the Municipal Building, in the Board Room, 240 North Main Street, Minoa, New York.

Chairman Dan DeLucia opened the Public Hearing at 6:30 pm. Stating the purpose for the meeting was a Site Plan Application submitted by Brittany Barriger of Bespoke Beauty for consideration of a change of use for the premises situated at 116-118 N Main St. Tax Parcel No. 002.-02-03.1. The current use of the premises was a retail location. The applicant proposes a Beauty Salon.

Chairman DeLucia informed the public that the floor would be turned over to the Applicant to make their presentation and after the floor would be open to the public for any comment.

Brittany Barriger presented the following:

1. Installation of three (3) sinks, which requires reconfiguration of the existing plumbing.
2. No new walls or changes to the floor plan, just cosmetic changes, such as paint.
3. Two signs – one for the front door and the other a hanging sign to replace the existing hanging sign (attached to the building). Neither sign will consist of flashing, twinkling or any digital or electronic features.

Public Comments as follows: There was no one in attendance other than the applicants.

Secretary Powers confirmed that there was no other correspondence for or against the project submitted prior to the public hearing.

A motion was made by Sarah Coleman and seconded by Dan DeLucia to close the public hearing and continue with the Planning Board's regular meeting. All in favor. Motion carried.

Chairman DeLucia/Attorney Hills stated for the record per Village of Minoa Code Section §127-7 a public hearing notice was published in The Post-Standard, mailed to the owners of adjacent properties within a 500' radius of the subject premises using Onondaga County GIS website, and posted in the Village of Minoa Library, Village Hall Bulletin Board, Post Office, Scotty's Automotive, Spill the Tea and Trappers II.

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Attorney Hills suggested the Planning Board review each of the review standards per Article IV § 127-7 General standards and considerations of the Village of Minoa Code Book.

- A. The location, arrangement, size, design and general site compatibility of buildings, lighting and signs.
- The board resolved the proposed action was compatible with the character of the existing neighborhood and a permitted use under the Village's zoning code for the zoning district (business), noting there were other retail businesses immediately adjacent, such as Trappers, Spill the Tea, and the Post Office. The Board noted there would be no change to the existing building floor plan or lighting. The applicant would be replacing the existing business signs for ones related to the proposed business.
- B. The adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers and traffic controls.
- No additional traffic. Traffic flow should be consistent with the previous business. With respect to parking, the applicant advised that there will likely be a maximum of four (4) people on site at one time – two (2) stylists and two (2) clients, with a maximum of four (4) vehicles at one time. With respect to deliveries, the applicants advised they do not have their product delivered, but rather they purchase their products offsite on their own as needed. They do not anticipate any deliveries directly to the site.
- C. The location, arrangement, appearance and sufficiency of off-street parking and loading.
- Yes – refer to B above.
- D. The adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience.
- No change from the existing business.
- E. The adequacy of stormwater and drainage facilities.
- The Board resolved there should be no impact on the Village's existing facilities – the installation of three (3) should have minimal impact and the Village's facilities are equipped to handle same.
- F. The adequacy of water supply and sewage disposal facilities. No change from the existing business. Refer to E above.
- G. The adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the applicant's and adjoining lands, including the maximum retention of existing vegetation.

- No change from the existing business. The proposed business should not produce any excess noise, nor create a negative visual impact on the character of the neighborhood.
- H. The adequacy of fire lanes and other emergency zones and the provision of fire hydrants.
- In compliance, no change from the existing use.
- I. Special attention to the adequacy and impact of structures, roadways and landscaping in areas with susceptibility to ponding, flooding and/or erosion.
- In compliance, no change from the existing use. Proposed remodeling work is limited to interior changes.
- J. Overall impact on the neighborhood, including compatibility of design considerations,
- Applicant confirmed no exterior changes to the building will be done, the use is permitted in the zoning district and consistent with the retail businesses already located within the district.

Attorney Hills reviewed the short form SEQRA form submitted, and pursuant to SEQRA the Board identified the proposed action as an Unlisted Action, elected to act as Lead Agency, conduct an Uncoordinated Review, and upon review of the proposed action, materials and testimony submitted, and responses to the environmental questions in the Short Form SEQRA, the board resolved that the proposed action would not have any significant environmental impacts and thus issued a Negative Declaration. Motion made by Dan Delucia, Seconded by John Jarmacz. All in favor. Motion Carried.

A Motion was made by Dan Delucia and seconded by Sarah Coleman to approve the Site Plan based on Plans Submitted, subject to verification from the Village's Code Enforcement Officer that the proposed signage is in compliance with the Village Code and does not require any variances. All were in favor. Motion carried

A Motion was made by Dan Englehardt and seconded by John Jarmacz to close the Planning Board Meeting. All were in favor. Motion carried.

Respectfully submitted,

Ashlee M. Powers
Secretary