**VILLAGE OF VICTORY**

**PLANNING BOARD**

**Meeting Minutes**

**July 25, 2017**

**Call Regular Meeting to Order at 6:30pm.** Meeting was called to order and commenced with the Pledge of Allegiance.

**1. Roll Call:** Present: Chairman Corey Helwig and Members William Lloyd and Pete Healy and Secretary JoAnn Bielkiewicz. Absent: Jake Fort and Tim Fort.

**2. Announcements –** None at this time

**3. Approval of Minutes –** Monthly Meeting – June 20, 2017. **A motion was made by Member Healy and seconded by Member Lloyd to accept the minutes of the June 20, 2017 meeting as submitted. All in favor – aye. Motion passed.**

**4. Returning Applicant:** Saratoga Peanut Butter Company – which was not present.

**5. New Applicant:** None

**6. Old Business:** Response fromthe Saratoga County Planning Board regarding our referral for applicant Saratoga Peanut Butter Company. The decision states “No significant countywide or inter-community impact.” Included in their response were comments in regard to the proposed use and the review and design standards as established in the Village of Victory Zoning ordinance and is noted that the Planning Board should consider these comments.

The Chairman read the letter received from the Saratoga County Planning Board regarding the review #17-83-Special Use Permit – Saratoga Peanut Butter Company Ventures/Jessica Arceri. Noted in the letter was the decision stating “No Significant Countywide or Inter-community Impact.” There were seven comments listed in regard to the proposed use and review and design standards. Comment # 1- Parking - the Chairman stated he would contact Ms. Arceri stating that parking and garbage needs attention now prior to the Public Hearing. Comment #2 – Vehicular Access and Circulation – Member Healy agreed with the County’s comment and suggested that the entry for deliveries, etc. should be on Pratt Street and exit be on Herkimer Street, and that Entrance and Exit signage is required. Comment #3 – Hours of Operation need to be included in the letter sent out for the upcoming Public Hearing. Comment #4 – Exterior Lighting – No comment from the Board. Comment #5 – Whether SUP allows for both residential and business operations concurrently. The Board stated the current SUP is approved only for business operations and **not** residential. Comment #6 – No negative effect or impairment on the value of adjacent lands and buildings. No comment from the Board. Comment #7 – Operation of business should have no negative effect on the general public and immediate neighborhood. No comment from the Board. **Chairman Helwig made a motion which was seconded by Member Lloyd that Comments #2, #3 and #5 would be included in the final Notice of Action when the time comes for the Board to issue the Special Use Permit. All in favor – aye. Motion passed. The Public Hearing date has been set for Tuesday, August 15, 2017 at 6:00pm. The regular monthly meeting will follow.**

**7. New Business:**

**8. Other Business:** None

**9. Next Meeting:** Public Hearing, August 15, 2017 at 6:00pm**.**

Regular Meeting, August 15, 2017 at 6:30pm

**10 Adjournment: A motion was made by Member Lloyd and seconded by Member Healy to adjourn the meeting. All in favor – aye. Motion passed.**

Respectfully Submitted,

**JoAnn Bielkiewicz**

Planning Board Secretary