

**Village of Corinth  
Village Planning Board  
Meeting Minutes  
July 22, 2020**

Planning Board Volunteer Chair Pete Morreale called the meeting to order at 6:03PM.

**Board Attendance:**

Vincent Morreale, Dianne Hull, Audrey Marion, Sherry Mann  
Neil Hepner – Code Enforcement Officer  
Secretary-Lynn Summers  
Village Attorney – Stefanie D. Bitter

Village Attorney Stefanie Bitter - I have confirmed with the Attorney of the Town that tonight's Planning Board meeting has been convened in accordance with the Governor's March 13, 2020 Executive Order 202.1, and further extended by Executive Order 202.28 which suspends certain provisions of the Open Meetings Law to allow a municipal Board to convene a meeting via videoconferencing. In accordance with the Executive Order, the public has been provided with the ability to view tonight's meeting and a transcript will be provided at a later date. The Planning Board Clerk has done a roll call of the Board Members and there is a quorum present for this meeting. I have also confirmed with the Planning Board Clerk that this meeting has been duly noticed. We have fulfilled our legal notice requirements by providing the direction to the public in the Newspaper thru a publication and posting notice on the Village's home page of its website

**1. Review/Approve February 27, 2019 Meeting Minutes**

**Planning Board secretary read the 2/27/19 Minutes to the Board.**

A motion to accept the 2/27/20 minutes as presented was made by Diane Hull, seconded by Pete Morreale, All in favor- aye

**2. New Business: Site Plan Review Application**

Michaela Bovee: PB-2020-0001  
423 Oak St  
Corinth

Michaela Bovee- Applicant Presentation  
Small food cart, can be moved to other locations within the village  
Trash is through the Commissary Kitchen Permit at Café  
Grey water – holding tank  
Hours of operation – Friday, Saturday, Sunday 7:00AM to 5:00PM  
Parking on 5<sup>th</sup> St, or parking off the alley  
Signed petition from the neighbors

Attorney Stefanie Bitter sent a letter to the applicant regarding the Food Cart and asked for a sketch of the food cart location on her property. Home Occupation.  
Asked the applicant to provide her permits, certificate of insurance.

Michaela Bovee said she has a NYS Dept of Health permit, Commissary Kitchen Permit through the Café on Palmer, Insurance is through Winslow Insurance.

**Board comments/questions:**

Pete said he stopped by the location and there is a walkway set up to distance the customers for Covid 19 virus  
Business falls under Home Occupation  
Diane asked if there will be breakfast on the menu. Michaela Bovee said yes, small menu with a

couple specials

Audrey Marion – sounds good

Sherry Mann – glad to see a new business start in the community, sampled the food, no concerns

Neil Hepner- Code Enforcement Officer – said he has no concerns, good fit for the area.

Asked the applicant to provide her insurance information and signed permit

Pete – noticed that the application is not complete- need to finish page 2 and half of pg 3 of the Short Environmental Assessment Form and sign the document.

Attorney read the questions from the Short Environmental Assessment Form and Michaela answered the questions. Michaela needs to stop in the Village Hall to sign the document.

Motion made by Diane Hull, Seconded by Sherry Mann to waive the Public Hearing with conditions that the applicant will submit the signed petition from the neighbors, signature of SEQR, Hours of Operations 7am-5pm Friday thru Sunday, Water Waste and Prep will be addressed at Palmer Ave Café, Dept of Health Permit to be provided (copy), Copy of Insurance. All in favor – aye

Motion made by Sherry Mann, seconded by Diane Hull that the Board issued a negative declaration for environmental impact. All in favor- aye

Motion to adjourn the meeting at 6:35pm was made by Sherry Mann, seconded by Dianne Hull

All in favor – aye

*Minutes submitted by Lynn Summers -Recording Secretary*