

# TOWN OF BARTON PLANNING BOARD

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ROBERT PALANZA, CHAIR

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MINUTES – July 2, 2024 @ 7:00 PM

Via In-Person & Zoom

**Board Members Present:** Chairman Robert Palanza; Grady Updyke; Joe Patituce; John Lacey; Andy Plaisted

**Board Members Absent:** Fred Schweiger

**Staff Present:** Arrah Richards-McCarty, Recording Secretary

**Guests:**

Michael Hoffman; Waverly, NY

Jean Hoffman; Waverly, NY

Nash Hoffman; Waverly, NY

**Chairman Robert Palanza called the meeting to order at 7:00 p.m.**

**Pledge of Allegiance**

**Privilege of the Floor**

None.

**Approval of Minutes:** A motion to approve January minutes was not made as minutes were automatically approved due to no meeting in February.

**New Business**

Sketch Plan Conference – Polar's Doggie Palace – Mike Hoffman

Applicant Mike Hoffman explained he would like to construct a 24'x 60' building on his property.

Town Clerk Richards-McCarty explained to the board that because the site plan application was not received within the 14 days as required by the Planning Board, this meeting is considered a sketch plan conference. This property falls within 500 feet of a county road and is within 500 feet of an agricultural district so therefore the plan would need to be referred to the County Planning Board as well.

Mr. Hoffman explained he would like to be open by December for Christmas break.

The aerial shot that was given to the Planning Board is an old screenshot of the property. On the map, there are two buildings that are shown on either side of the proposed project; an old farmhouse and a barn. The barn is no longer there and the property surrounding this site plan is all owned by the Hoffman's. Once the building is constructed, their plan is to move onto that property to be near their business.

Mrs. McCarty advised the Hoffman's they may be able to gain some knowledge on laws/forms from the NYS Department of Agriculture and Markets as well as talking to Town of Barton Dog Control Officer, Wayne Searles.

Board Member John Lacey asked about the frequency of flooding with the creek right there. Mr. Hoffman said the creek has gotten close to the bank and up over the bank but never flooded that area where the house and barn are located.

Mr. Hoffman was able to get engineered plans through the Broome-Tioga BOCES.

Mrs. McCarty had discussed getting with Tioga County Department of Health, as the applicant will be installing restrooms. These would be utilized by the public (potentially) and/or public employees. Board Member Joe Patituce asked if the specs abide the Town of Barton code such as concrete depth/width. Mrs. McCarty said that would be up to Code Officer Chris Robinson. Josh Bellis will be doing the concrete work and he is aware of the town specs. Bob Fiske will be constructing the building.

Mr. Hoffman has a few ideas of how the parking lot will look. This will all depend on where they stand financially after the building is constructed. Currently, there is a single entrance leading to the proposed building that would be utilized for drop-offs. There is enough land on either side to create a half-circle with an ingress and a separate egress but again, will depend on where they are at financially. Right now, the parking lot has crushed stone. Board Member John Lacey discussed that he thinks the land material that is there now probably has some good drainage to begin with. He thinks that if the applicant cuts off the initial material on top and puts in some good base stone that would do the job. Adding in geotextile fabric as an underlayment for the parking lot would help with impact on the parking lot.

Mrs. McCarty discussed her conversation with Mr. Hoffman regarding sign usage. Mr. Hoffman is planning to have some sort of signage but at this time, it will not be lit up except for maybe some solar lights. Mrs. McCarty advised the applicant if he decides to go lighted, he would need to discuss this with the Code Officer.

Customers will be able to drop their dogs off between 7-9 AM and pick them up between 3-6 PM. They will also accept dogs overnight making this a potential 7-day operation. They would get some part-time help if needed.

Board Member John Lacey asked how medications would be handled. Mrs. Hoffman said a refrigerator would be available for medications that need refrigerating. The dog owner would fill out a form with the dog's medications and times of feeding. Nash Hoffman is experienced in giving out prescriptions to dogs.

The dogs will be introduced to each other through a meet and greet. Any aggressive dogs will not be allowed.

Mr. Hoffman will look into what type of licensing he may need in regards to kenneling dogs. He will also look into which vaccines are required by the state, if any. It is unclear if the vaccinations have a minimum requirement or if it is solely based on the business' discretion.

The yard in the back of the proposed building has a tree to provide shade for the dogs. There has been conversation amongst the family to install an overhang for when it rains hard or snows so when the dogs need to go out at night, they will have some sort of shelter. Realistically, the yard will be split into smaller sections to potentially split up big dogs and small dogs, old dogs, tamer dogs, etc. Surveillance cameras will be setup to keep an eye on the dogs from inside the house.

**Old Business**

None.

**Motion** to adjourn meeting at 7:52 PM made by Board Member John Lacey, seconded by Board Member Joe Patituce. All in favor.

Respectfully submitted,

*Arrah Richards-McCarty*  
Town of Barton Planning Board  
Recording Secretary