

Approved April 2, 2015

# **Village of Kinderhook Planning Board Minutes of March 5, 2015**

Present M. Cabral, Chair; D. Flaherty, Vice Chair; B. Charbonneau; S. Patterson; M. Browne; G. Smith, CEO/ZEO; R. Phillips, Liaison; R. Fitzsimmons, Village Attorney

Also William Slep; Charlene Antalek

Call to Order 7:30 PM

Minutes B. Charbonneau made a motion to approve December 4, 2014 Minutes; D. Flaherty seconded; all in favor.

Funds Remaining \$3,529.00

Correspondence Cary institute of Ecosystem Studies is hosting a special forum on invasive species Saturday, March 21 9-noon, passed around to the board

New Business Special use Permit North Pointe, Inc. 62 Chatham Street 44.13.1-9  
Charlene opens the meeting by discussing her plans for opening a day care facility. She is applying to have a maximum of 28 student's ages 3 to 5, Monday through Friday, 730-530 with her partner William (Cam) Slep that will be structured more like a full time preschool. S. Patterson asks why it is considered a day care if she is doing curriculum and preschool activities. Charlene explains that she wants to have it be a full time thing and the Office of Family and Child Care classifies a full time facility as a day care not a preschool. B. Charbonneau states that if she applies now for ages 3 to 5 and wants to expand or change ages at a later date, she would need to come back before the board and Charlene agrees. S. Patterson asks if there are any interior modifications. Charlene replies that the floor needs a deep cleaning and if it is not able to be cleaned up, it will need to be replaced but that is the only thing interior wise that would change. S. Patterson asks about employment. Charlene explains she will have herself, Cam, one more full time employee and 2 to 3 part time employees, there can be 7 children to 1 adult so depending on how many people sign up, will depend on employment. S. Patterson asks about parking and G. Smith states that they are with in code and it is not an issue. M. Cabral asks if parents are coming into the facility. Charlene

explains that she prefers that the parents come into the facility and drop off the children. She will be barricade a section in front of the door so that no cars can come close or park where parents are picking up and dropping off children. B. Charbonneau suggests that cones are used as G. Smith states that if it is a permanent barricade, that would need to go through the building department and get a permit. M. Cabral asks about inspections. Charlene explains that the Columbia County Department of Health has come and inspected with no violations. Valley Energy has inspected the heating units and found no deficiencies. The board was provided copies of both for our files. Child Care & Family Services will come once they are set up and closer to open to inspect and give final approval. She is hoping to open end of August to start the 2015 school year. M. Cabral asks if they will follow the school schedule. Charlene states that they will only be closed for federal holidays not for school vacations and such. S. Patterson asks about handicapped access and Charlene confirms there are no steps or anything that wouldn't be handicapped accessible. G. Smith states that he will complete the annual safety checks once state approves initially, that is his job. M. Cabral asks about the outside fenced in play area that will be added. Charlene states that there will be no playground equipment due to safety reasons and will leave the turf as is, mostly grass and dirt now and have creative play toys and activities for the children outside. R. Fitzsimmons states that the fence has to be 6 feet high according to code book 130-16 G. R. Fitzsimmons asks about food being served. Charlene states that there is a kitchen upstairs that no one but her will have access to and she will prepare breakfast, lunch and snack. M. Browne asks about enrollment. Charlene explains that she will be offering part time and full time care, part time would be 1 to 3 full days and 4 or 5 days would be considered full time. M. Browne asks about a sick child policy. She is applying for the mildly ill permit and will use her discretion if she believes a child is contagious. S. Patterson asks if she has a business plan. Charlene states that she does and will work on completing it and get a copy to the board. B. Charbonneau states that they will need a site plan drawing to scale with photos, does not need to be done by a surveyor but does need to be to scale. S. Patterson asks about deliveries and Charlene states she will be purchasing everything herself and bringing it in so there will be no large deliveries. R. Fitzsimmons provides SEQR form to applicant to fill out and bring to the next meeting. M. Cabral states that they will require a site plan to scale with photos specifying the barricade that will be used, copy of business plan and a copy of their lease at the next meeting and public hearing. D. Flaherty moves to accept the application; S. Patterson seconds: all in favor. D. Flaherty motions to set the public hearing

for Thursday, April 2, 015 at 715pm; S. Patterson seconds; all in favor. K. Berger, secretary will refer this application to the Columbia County Planning Board for review prior to the public hearing.

M. Browne speaks briefly about the Comprehensive Plan and where we are with the grant and gathering a committee together.

Old Business	NONE
Next Meeting	April 2, 2015
Adjournment	8:20 PM B. Charbonneau moved to adjourn; D. Flaherty seconded; all in favor.

Kristina Berger

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Secretary to Planning Board