

PLANNING BOARD REGULAR MEETING, February 22, 2023 AT 7:00 PM

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Members present: Robin Severance, Alan Hipps, Chris Maron, Elisha Bartlett, Ken White, Robert King, and Daniel Berheide (alternate).

Guests Present: George Hainer, Amber Adamson, Keith Hoffnagle, Matthew Brankman (arrived 7:16 pm) and Catherine Simmer.

Chairwoman Severance: Opened the Regular Meeting at 7:05 p.m. Called to order the second meeting of 2023 of the Westport Planning Board.

Mr. White: I make a motion to approve the minutes for the Regular Meeting on February 1, 2023.

Mr. Hipps: I second that motion.

- **Resolution 2023-6 Approval of the Regular Meeting Minutes on February 1, 2023**

Resolved: To approve the Regular Meeting minutes of February 1, 2023.

Moved by: Mr. Ken White

Seconded by: Mr. Alan Hipps

In Favor: Mr. Robert King, Ms. Elisha Bartlett, Mr. Ken White, Mr. Alan Hipps, Mr. Chris Maron and Chairwoman Robin Severance.

Opposed: None

Chairperson Severance: Keith Hoffnagle has purchased the old Fire House.

Narrative: The old fire house is an approximately 3360 sqft. building with large garage doors and an open floor space. Mr. Hoffnagle is exploring different possibilities for the use of the building. He is here tonight, however, to discuss his Special Permit Application requesting the use of a 1000 sqft. space in the rear, which is separated from the rest of the building, for a brewery. The Ledge Hill Brewery in Ticonderoga would like to rent this space for light manufacturing of beer and cider.

Discussion: There was some discussion about possibilities for the use of the building. A few ideas that were mentioned were; laundromat, offices, shared offices, craft shop, gift shop, hair salon, flower shop, and consignment shop. There would be nothing outside and no food. Mr. Hoffnagle was not ready to discuss other possibilities for the space. He is present for the Special Permit request for a brewery. The term brewery has been defined as light manufacturing of beer and cider for this application request.

Ms. Bartlett: We need to define impact.

Chairwoman Severance: Spoke to the Westport Fire District about their use of the building. Over a five-year period, they used the building approximately 200- 225 times per year for approximately 2-3 hours at a time. Which includes anywhere from 4-5 people and up to a dozen for a fire call. The main decision is the level of impact the beer cider manufacturing will have on the space.

Matthew Brankman: Present to explain the process. Brewing is an 8-hour process that creates steam that will create a barley and yeast smell. Comparable to someone making soup that gives off an odor. There will be a commercial hood that will be used to ventilate the space. The plan is to brew 1-2 times

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per week. I use a weak acid to bring the wastewater back to neutral. I am brewing in small batches, which causes wastewater equivalent to a family of six. I am currently brewing at my location in Ticonderoga. I am unable to keep up with the demand at my current location. Westport water is also uniquely good and I would like to bring the manufacturing to the Town. I would be producing the beer/cider here for my Ticonderoga location. I would start between 6 am and 7 am and the process would go to approximately 2 pm. I will be manufacturing a maximum of 500 barrels, which is 1500 gallons per year. There will not be any employees other than myself at the location. There will also be occasional deliveries of supplies. I will be transporting the finished product myself to my Ticonderoga location. This will be a manufacturing location only. There will not be a tasting room or selling of the beer or cider to the public of any kind.

Chairwoman Severance: We would need to establish guidelines, since this is a residential district.

Ms. Bartlett: Agrees. This can be accomplished with asking Mr. Brankman questions such as; number of employees, define use, define hours of operation, etc.

Mr. Hipps: If this is a “non-conforming use” there is a process.

Mr. Berheide: Was the fire house a non-conforming use?

Mr. Hainer: The old fire house is located in Village Residential II and was a legal non-conforming use.

Mr. Berheide: Anything other than residential is a non-conforming use.

Ms. Bartlett: We need to look at Local Law #2 of 2011.

Please see attached Resolution #89 RECEIVE LOCAL LAW No.2 AND SCHEDULE HEARING.

Mr. Hainer: Can you deem the application complete or do you need more information? Will you use the long or short SEQR?

Mr. Berheide: Is there a required time period for a special permit?

Mr. Hainer: 30 days.

Discussion about the Application for Commercial Use Supplemental Information Request.

Ms. Bartlett: Read aloud the criteria for Major Project from The Town of Westport Land Use Law, Section 5.042, page 11.

Mr. White: I make a motion to deem this project a minor project based on the criteria outlined in the Town of Westport Land Use Law.

Mr. Maron: I'll second that motion.

- **Resolution 2023-7 Deem the Hoffnagle Special Permit a Minor Project**

Resolved: To deem the Keith Hoffnagle, 38 Champlain Ave, Tax Map #66.58-2-31.000, Special Permit Application a minor project.

Moved by: Mr. Ken White

Seconded by: Mr. Chris Maron

In Favor: Mr. Robert King, Ms. Elisha Bartlett, Mr. Ken White, Mr. Alan Hipps, and Chairwoman Severance.

Opposed: None

Ms. Bartlett: I move we use the Short SEQR for the Hoffnagle Special Permit Application.

Mr. Maron: I'll second that motion.

- **Resolution 2023-8 Use the Short SEQR for the Hoffnagle Special Permit.**

Resolved: To use the Short SEQR for the Keith Hoffnagle, 38 Champlain Ave, Tax Map #66.58-2-31.000, Special Permit Application.

Moved by: Ms. Elisha Bartlett

Seconded by: Mr. Chris Maron

In Favor: Mr. Robert King, Ms. Elisha Bartlett, Mr. Ken White, Mr. Alan Hipps, Mr. Chris Maron and Chairwoman Severance.

Opposed: None

Mr. White: I move we deem the Hoffnagle Special Permit Application complete.

Mr. Maron: I'll second that motion.

- **Resolution 2023-9 Deem the Hoffnagle Special Permit Complete.**

Resolved: To deem the Keith Hoffnagle, 38 Champlain Ave, Tax Map #66.58-2-31.000, Special Permit Application complete.

Moved by: Mr. Ken White

Seconded by: Mr. Chris Maron

In Favor: Mr. Robert King, Ms. Elisha Bartlett, Mr. Ken White, Mr. Alan Hipps, Mr. Maron and Chairwoman Severance.

Opposed: None

Mr. Maron: I move we schedule a public hearing for the Hoffnagle Special Permit Application.

Mr. Hipps: I'll second that motion.

- **Resolution 2023-10 Schedule a Public Hearing for Wednesday, March 22, 2023 at 7:00 pm for the Hoffnagle Special Permit.**

Resolved: To schedule a public hearing for the Keith Hoffnagle, 38 Champlain Ave, Tax Map #66.58-2-31.000, Special Permit Application on Wednesday, March 22, 2023 at 7:00 pm.

Moved by: Mr. Ken White

Seconded by: Mr. Chris Maron

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In Favor: Mr. Robert King, Ms. Elisha Bartlett, Mr. Ken White, Mr. Alan Hipps, Maron and Chairwoman Severance.

Opposed: None

Mr. Maron: I move we adjourn.

Ms. Bartlett: I'll second that motion.

• Resolution 2023-11 Adjournment

Resolved: To adjourn the meeting at 9:08 pm.

Moved by: Mr. Chris Maron

Seconded by: Ms. Elisha Bartlett

In Favor: Mr. Robert King, Ms. Elisha Bartlett, Mr. Ken White, Mr. Alan Hipps, Mr. Maron and Chairwoman Severance.

Opposed: None

Respectfully submitted,

Catherine L. Simmer, Secretary