

Village of Caledonia Planning Board  
Meeting Minutes for September 18, 2018

Members present: Kristen Murphy, Linda Ludlum, Marge Landowski, Rhett Clark, Jason Hunt

Also present: Steve Brown/The Sun Garden

Chairperson Kristen Murphy called the meeting to order at 7:00 pm with the Pledge of Allegiance.

**June and August Minutes**

June 2018: Amend motion to adjourn to state “Motion made by Linda Ludlum, seconded by Rhett Clark to adjourn the meeting at 7:35 pm.”

Motion to approve June and August 2018 minutes as amended made by Rhett Clark and seconded by Linda Ludlum.

Aye: Kristen Murphy, Linda Ludlum, Marge Landowski, Rhett Clark, Jason Hunt

Nay: None

Abstention: None

**Steve Brown/The Sun Garden**

The Sun Garden, 3180 State Street, makes and sells candles, lotions, and packaged loose-leaf tea. They may also offer brewed tea for customers’ purchase. The store has been online for years, and this is its first storefront. Its proposed hours are 10:00 – 7:00, six days/week, and open on weekends. The signage will be similar to what is installed there now. There will not be much work done to the space, but they will be adding and moving shelves. Planned opening date is October 1.

Linda Ludlum suggested they double-check with the County Health Department for regulations in serving tea.

Motion by Jason Hunt, seconded by Marge Landowski, to approve the new business.

Aye: Kristen Murphy, Linda Ludlum, Marge Landowski, Rhett Clark, Jason Hunt

Nay: None

Abstention: None

**Heather Hunt/Village Gallery & Studio**

The Village Gallery & Studio, 3096 Main Street, is an expansion of the Village Gallery on Main Street. It is owned by Bill & Linda White. Mr. White was an art professor for 40+ years in Virginia. The new location will be primarily a studio, but has more space than The Village Gallery to offer classes. This building has a vacant upstairs rental unit, which has a Certificate of Occupancy. If Whites would like to rent the space on a limited basis - a weekend, or for short-term use (ie: visitors from out of town here for a wedding, etc.), do they need a permit? The Board will research and follow-up.

Motion Linda Ludlum, seconded by Rhett Clark, to approve the new business.

Aye: Kristen Murphy, Linda Ludlum, Marge Landowski, Rhett Clark

Nay: None

Abstention: Jason Hunt

### **3229 State Street**

There are no tenants living at this property now. Mr. Basisty is not at the Planning Board meeting to discuss further plans for this space.

Information provided to the board states that someone would like to buy the building and turn into a coffee shop/apartment for the owner to reside onsite. The Board discussed this property and possible conditions for its conversion to an owner-occupied business:

- This building is different than the others on State Street proper
- Adding a stipulation to any approval that it can't be a residence if the business closes
- The Board might consider a conditional approval to allow a residence with an active business
- If it is subdivided, how is parking affected?
- Does there need to be a physical delineation between that location and the bottle return center for parking?
- If it is subdivided, it prevents the bottle center from becoming residential.
- Possible steps in this process: sell; subdivide; conditional approval regarding square footage for residence/business; number of bedrooms; number of occupants.
- This property is zoned B2, which allows R1 and R2
- Ed Russell needs to be consulted re: approval for subdivision with conditions

### **May 2018 Minutes**

Marge Landowski asked for the minutes to be amended as follows:

Marge Landowski suggested that if Mr. Basisty would still like to use this property as a residence, subdivision into its own parcel should be a consideration. A map with septic would need to be provided for this.

### **Wendt Propane**

Is on hold at this time.

### **New Business Form**

Board members suggested the Village's New Business form be modified to include the business owner's name, contact information, and add information for business owners about the Livingston County façade program.

Motion by Linda Ludlum, seconded by Marge Landowski, to adjourn the meeting at 7:40 pm.

Aye: Kristen Murphy, Linda Ludlum, Marge Landowski, Rhett Clark, Jason Hunt

Nay: None

Abstention: None

Elizabeth Dietrich  
Secretary, Village of Caledonia Planning Board