

**VILLAGE OF PERRY
PLANNING BOARD MEETING MINUTES
MAY 7, 2026 – ORGANIZATIONAL MEETING**

PRESENT:	James Reynolds	Chairperson
	Tim Cipolla	Member
	Dennis Huff	Member
	Dennis Murphy	Member
	Sarah Roll	Member
	Craig Unterborn	Alternate
ALSO PRESENT:	Don Roberts	ZEO
	Christina Slusser	Zoning Secretary
GUESTS:	Tim & Marcy Hatch,	Applicant
	John McClurg,	McClurg's
	John Stef,	JN White

Chairperson, James Reynolds, called the meeting to order at 5:30 pm and led in the Pledge of Allegiance.

INTRODUCTIONS/UPDATES

The Board of Trustees made the following appointments at the annual organizational meeting: James Reynolds, member through 4/7/2031; Sarah Roll, member through 4/7/2031; Tim Cipolla, member through 4/5/2027; Craig Unterborn, alternate through 4/5/2027.

MINUTES

Sarah Roll made a motion to approve the minutes for 4/2/2026 which was seconded by Dennis Murphy and carried unanimously.

PUBLIC HEARING – COFFEE SHOP CAFÉ AT 15 PARKER LANE

Applicant, Marcy Hatch, proposes a coffee shop café to serve breakfast and lunch at 15 Parker Lane, requiring a public hearing for site plan review. At 5:31 pm, motion to open the public hearing was made by Dennis Huff, seconded by Tim Cipolla, and carried. The Wyoming County Planning Board reviewed the application on 5/4/2026 and provided approval with comments.

At the last Planning Board meeting on 4/2/2026, additional information was requested based on an email from ZEO, Don Roberts, but the applicant indicated that they received notice of this at 12:40pm this afternoon. Neighboring business owners, John McClurg and John Stef were present to express their support. John McClurg stated that he is excited and supportive of the

project. John Stef added that the community needs a business of this type at that end of town following the closure of the grocery store, expressing his support.

The Board discussed proposed operations with the applicant, including anticipated customer base, hours of operation, dumpster placement, and signage. Members acknowledged the lack of communication with the applicant and support received from neighboring property owners. The board agreed that the missing information was not substantial enough to warrant delaying the project.

At 5:44pm, Dennis Murphy made a motion to close the public hearing which was seconded by Sarah Roll and carried. Tim Cipolla made a motion to approve the plans contingent upon receiving the requested information to include with the file. This motion was seconded by Dennis Huff and carried with all (TC, DH, JM, DM, SR) voting aye.

PUBLIC HEARING - BREEZEWAY INN & GARDEN STUDIO AT 137 N. CENTER STREET

Jennifer Hall proposes a remodel of the existing building and a new 100' x 40' 2-story addition for use as 5-bedroom country inn & meeting space at 137 North Center Street. Sarah Roll made a motion to open the public hearing at 5:50 pm which was seconded by Dennis Huff and carried. The Wyoming County Planning Board reviewed the application on 4/6/2026 and provided approval with standard comments.

Chairperson Reynolds provided a summary of the plans. John McClurg expressed his appreciation that individuals are willing to invest in the community and voiced his support for the project. With no other comments, Dennis Murphy made a motion to close the public hearing and approve the application which was seconded by Dennis Huff and carried unanimously. Chairperson Reynolds recommended declaring SEQR as an unlisted action and to accept and approve the county's paperwork.

SITE PLAN REVIEW & ZBA UPDATES – INTERIOR RENOVATIONS AT 55 S. MAIN

An application was submitted by 55 Main Street (Perry) LLC for the Commodore, presently known as Travers Place. Interior renovations and building system upgrades are planned to create 11 residential units and 2 new commercial tenant units. Exterior improvements include window replacement, roof repair/replacement, new roof over entry vestibule, new storefront entry, and awnings over both building access doors, and miscellaneous masonry repairs.

The Planning Board previously referred the application to the ZBA on 4/7/2026. The ZBA referred to the Wyoming County Planning Board and held a public hearing on 5/5/2026. On 5/5/2026, the Village of Perry ZBA approved both variance requests with conditions. The application now requires site plan approval by the Planning Board and a public hearing.

The Board discussed application completeness and identified some additional items they would like included on the site plan.

- Ensure adequate parking
 - Including required handicap-accessible spaces if needed
 - Label all parking spaces with numbers on the site plan
- Show and label existing lighting on the site plan drawing
- Show and label the dumpster enclosure on the site plan drawing

Dennis Murphy made a motion to schedule a public hearing for site plan review for 55 S. Main Street for the next regular meeting date and time which was seconded by Dennis Huff and carried with all (DM, DH, JR, TC, SR) voting aye.

RESOLUTION SETTING THE VILLAGE OF PERRY PLANNING BOARD MEETING SCHEDULE

BE IT RESOLVED, that the Village of Perry Planning Board meetings will, from June 4, 2026 until May 6, 2027, be held at 5:30 pm on the 1st Thursday of each month at the Perry Village Hall, 46 North Main Street in Perry.

RESOLVED, special workshops may be called as required and allowed by Village Law; and

RESOLVED, notice will be advertised for all Public Hearings at least 10 days prior to the hearing date where applicable; and

RESOLVED, that the minutes of the Planning Board meetings shall be made available to the public after approval by the Planning Board at the next regular meeting and will be posted on the Village's website within 7 business days after approval; and

RESOLVED; that the Village Clerk is hereby directed to post the Planning Board meeting schedule on the official bulletin, on the Village website, and to provide a copy of the schedule to the local media.

Dennis Murphy made a motion to approve the Planning Board meeting schedule which was seconded by Sarah Roll and carried unanimously.

ANNUAL REMINDERS AND RESOURCES

The Board shared confirmed members contact information, discussed training opportunities, and resources.

LOCAL LAW UPDATES

James Reynolds attended a meeting on the hotel law. Local law adoptions are expected on 5/18/2026 for “Amending Chapter 490 of the Village Code of the Village of Perry to Modify Requirements for Planning Board and Zoning Board of Appeals Members” and “ Amending Chapter 465 of the Village Code of the Village of Perry to Modify the Lawncare Notice Timeframe and to Assess Cumulative Fines.” A public hearing is scheduled on 5/18/2026 for a proposed local law to add trailside camping.

APPOINTMENT OF CHAIRPERSON AND SECRETARY

Dennis Murphy made a motion to appoint James Reynolds as Chairperson which was seconded by Tim Cipolla and carried unanimously. Tim Cipolla made a motion to appoint Dennis Huff as Vice Chair which was seconded by Dennis Murphy and carried unanimously. Dennis Murphy followed up with a motion to appoint Christina Slusser as Planning Board secretary which was seconded by Dennis Huff and carried with all voting aye.

The next meeting is scheduled for 6/4/2026 at 5:30 pm. At 6:39 pm, Dennis Huff made a motion to adjourn the meeting which was seconded by Dennis Murphy and carried.

Respectfully submitted,
Christina Slusser, Village Clerk/Zoning Secretary