

**Minutes  
Warrensburg Planning Board  
April 7, 2026**

**Board Members Present:** Suzanne Tyler, Susan Hull, Sharon Sutphin, John Franchini, Karl Duell

**Board Member Absent:** Tony Fortino

**Others Present:** Yvonne West, Patti Corlew (Zoning Administrator)

**Meeting Commenced at 6:02 p.m.**

Mrs. Sutphin called the meeting to order and quorum was established.

Mrs. Tyler made a motion to accept the Planning Board minutes of January 6<sup>th</sup>, Susan Hull seconded and all board members voted in the affirmative.

**RESOLUTION #2026-5**

Motion by: Suzanne Tyler  
Second by: Susan Hull

**RESOLVED**, to accept the Planning Board minutes of January 6, 2026 (without correction).

**DULY ADOPTED ON THIS 7<sup>TH</sup> DAY OF APRIL, 2026 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, John Franchini, Karl Duell  
Nays: None

The Board went on to new business of site plan review, application SPR #2026-1 by Yvonne West. Mrs. West explained her plans to open up a juice bar. The hours of operation will be 7 a.m. to 4 or 5 p.m. She plans to sell juice, milkshakes, coffee, tea and snacks and have classes/events sporadically.

Mrs. Hull asked the applicant if she would serve any food. Mrs. West stated that she would be selling waffles and later on down the road, she will be providing prepped meals for people to take home and cook. Mrs. Hull asked about what kind of events Mrs. West will have. Mrs. West indicated, Reiki, Pilates and milkshake and smoothie classes for kids.

Mrs. Sutphin and Mr. Duell stated their concern for parking. Mrs. West indicated that the owner, Mr. Spooner, plans to have 10-15 parking spaces. Mrs. Sutphin would like to see what Mr. Spooner's plan for parking is. Mrs. Tyler also expressed that she would like to see a parking plan and advised Mrs. West that the town's size regulation for a parking spot is 9' x 18' and she would like to know where he will put the snow come Winter. Mrs. West indicated she will likely only be open 3 or 4 days a week come Winter.

\* Mr. Franchini stated that upwards of a half dozen businesses do not have off street parking. Mr. Duell agreed with that statement.

Mrs. Tyler asked about signage and Mrs. West indicated that the only sign she will have is in the window and she does realize that she cannot fill the whole window with signage, and indicated she will not be having a lit sign.

Mrs. Hull asked Mrs. West what type of retail Mrs. West will be selling and Mrs. West indicated she would be selling knick knacks, protein powder, packaged cookies and health supplements.

Mrs. West indicated that she does not have any plans of having large amounts of people. She is going to limit the number of people at classes/events.

Mrs. West plans on opening in mid June.

The Board got back to the subject of parking and Mrs. West brought up the fact that there's going to be limited seating inside so it's not like there will be many cars at the establishment at the same time for the most part. Mrs. Tyler explained that they have to take into account the fact that there needs to be space for the tenants to park.

Mrs. Hull asked if Mrs. West is planning on having some of the retail items outside the store and Mrs. West indicated no.

Mrs. West asked what she needs to bring next month. The Board and the applicant discussed it and some members would like to see Mr. Spooner attend the meeting next month, but they want to see a parking plan to scale, whether it's paved or gravel and showing drainage.

Mrs. Corlew advised Mrs. West to have the plot plan submitted to her ahead of time.

Mr. Duell made a list of what the board would like to see on the plan.

Mrs. West asked if they could give her a conditional approval tonight. Mrs. Tyler indicated that the board is not ready to give approval. Mr. Franchini and Mr. Duell are okay with it. The Board further discussed it and decided they do not want to give a conditional approval.

Mrs. West asked why, since the property is zoned for retail, she has to go through with the site plan review process. Mrs. Corlew indicated that the reasons she cited are that it has been a very long time since a business has been at this property and the second thing is, it's not just going to be retail with people popping in and out. She will be having gatherings for her classes of multiple people at once.

Mrs. Hull asked if the meal prepping is considered a restaurant. Patti indicated that a restaurant would need to go through site plan review anyway, but the meal prepping will not be considered a restaurant; it's retail.

Motion was made by Mr. Duell, seconded by Mrs. Hull and the Board voted in the affirmative to table the application.

**RESOLUTION #2026-6**

Motion by: Karl Duell  
Seconded by: Susan Hull

**RESOLVED**, to table application SPR #2026-1 by Yvonne West to May 5, 2026 at 6 p.m.

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**DULY ADOPTED ON THIS 7<sup>TH</sup> DAY OF APRIL, 2026 BY THE FOLLOWING  
VOTE:**

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, John Franchini,  
Karl Duell

Nays: None

Patti advised Mrs. West to have the plot plan in to her by April 22<sup>nd</sup> at noon. Mrs. West asked that if this condition is not met (parking plan), that can she assume that this is probably not going to happen. Mrs. Tyler indicated that no, they'll work with her. Mrs. Corlew indicated that site plan review is not about whether she can do the project; it's about how she does it, so she and the board have to work out a way that's going to be best for her business and the town.

Mr. Duell read the list of things Mr. Spooner has to provide; a plan showing property lines, where the residents park, dimensions of parking spots to scale, drainage, is parking going to be gravel or paved, where they're planning on putting the snow and something showing the grading of the slope, if it's going to be graded. This list has to be in to Mrs. Corlew by noon on April 22<sup>nd</sup>.

With no communications or comments, Mrs. Hull motioned, Mrs. Tyler seconded and all voted in the affirmative to adjourn the Planning Board meeting at 6:50 p.m.

Respectfully submitted,

Patti Corlew  
Recording Secretary

Pc04072026

**RESOLUTION #2026-5**

Motion by: Suzanne Tyler

Second by: Susan Hull

**RESOLVED**, to accept the Planning Board minutes of January 6, 2026 (without correction).

**DULY ADOPTED ON THIS 7<sup>TH</sup> DAY OF APRIL, 2026 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, John Franchini, Karl Duell

Nays: None

**RESOLUTION #2026-6**

Motion by: Karl Duell

Seconded by: Susan Hull

**RESOLVED**, to table application SPR #2026-1 by Yvonne West to May 5, 2026 at 6 p.m.

**DULY ADOPTED ON THIS 7<sup>TH</sup> DAY OF APRIL, 2026 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, John Franchini, Karl Duell

Nays: None

