

Planning Board Application

Village of Marcellus

6 Slocombe Avenue
Marcellus, NY 13108
(315) 673-3112

APPLICATION TYPE - PLEASE SELECT ONE:

Site Plan Special Permit Sub-division Preliminary Sub-Division Final

PROJECT LOCATION INFORMATION:

Address of project: 19 North Street Marcellus, NY 13108

Tax Map # 314801 _____ - _____ - _____

Project Name: Hungry Pug Mobile Kitchen

APPLICANT INFORMATION:

Property Owner: 19 North St. LLC

Address of property owner: 60 E. Main Street

Phone # 315-673-2051 Fax # _____

Lease Holder: The Hungry Pug ; Mike Sigona

Address of property owner: 37 Alden Ave Auburn NY 13021

Phone # 315-406-8772 Fax # _____

Contact Person: Mike Sigona

Address of property owner: _____

Phone # 315-406-8772 Fax # _____

Architect/Engineer: _____

Address of property owner: _____

Phone # _____ Fax # _____

EXISTING PROPERTY INFORMATION

Current zoning classification: _____

Surrounding land use: _____

North: _____ South: _____

East: _____ West: _____

Total site area (sq feet or acreage): 150 ft²

Dimensions of property: _____ " _____ "

Existing number of parking spaces: _____

Current land use (residential, commercial, undeveloped, etc.): Commercial

Current conditions of site (buildings, brush, etc.): Grass

PROPOSED PROJECT INFORMATION

Anticipated project development time: Immediate

Will this project be staged? _____ If yes, explain: _____

Does project involve any designated wetlands? No

Does project involve any flood plain development? No

If yes, identify community panel: _____ Identify designation: _____

Identify State or Federal permits needed (list type and appropriate agency):

Onondaga County Health Permit - Complete

Anticipated increase in the number or residents, shoppers, employees, etc. as a result of this development:

2 Employees. 36+ shoppers/customers

Project description (please describe proposed use, demolitions, alterations and any proposed new construction):

The Hungry Pug is a mobile food service. The Hungry Pug uses a commissary kitchen in Skaneateles Falls. The prepared food is reheated onsite using a cook top for tortillas, a 3-burner (propane) to boil water ^{and} to reheat ~~protein~~ ~~meats~~ proteins, and chaffing dishes to keep food at safe temperatures. The Hungry Pug is licensed through Onondaga County Health Department. All grease, waste, and dishwashing is removed off-site to the commissary kitchen where it is properly disposed. The Hungry Pug is set to operate Fridays and eventually Saturdays.

I hereby certify that the statements and information provided herein are true and accurate to the best of my knowledge and belief.

Applicant's signature: Mike Sigona Date: 10/8/24

FOR OFFICE USE ONLY

Project # _____	Description: _____	Fee: _____
Project # _____	Description: _____	Fee: _____
Project # _____	Description: _____	Fee: _____

Date application received: _____ Received by: _____

Date application found to be complete: _____

Total Fee Due: \$ _____ Date Paid: _____ Cash Receipt # _____

* This is not applicable form.

DOCUMENT J – APPLICATION FOR SITE PLAN APPROVAL

VILLAGE OF MARCELLUS

New Site Plan Modification of Existing Site Plan

Part 1

Tax Map Number: _____ Property Zoning: Commercial

Property Location: 19 North Street

Prior Site Plan/Subdivision Action: _____ Date: _____

Prior ZBA Action: _____ Date: _____

Property Owner's Name: 19 North St. LLC Phone: _____

Property Owner's Address: _____

Property Owner's Email Address: _____

Owner's Representative's Name: _____ Phone: _____

Attorney: _____ Phone: _____

Architect: _____ Phone: _____

Surveyor: _____ Phone: _____

Existing Land Use: _____ Total Land Area: _____

Is Property in floodway or floodplain? _____ Is Property in Federal or State wetlands? _____

Is Property in a Critical Environmental Area? _____

Part 2

Briefly describe the project. Include existing structures to remain, new structures, and general changes in grades. Attach a separate sheet if necessary.

A Pop-up tent in front of first Impression Salon. This is a mobile kitchen operation, The Hungry Pug, owned and operated by Mike Sigona. The Hungry Pug is set to operate 1-2 days / week (Friday + Saturday)

Part 3

Statutory Requirements:	REQUIRED	PROPOSED
Number of parking spaces	_____	_____
Lot coverage	_____	_____
Bldg./ pavement coverage	_____	_____
Front yard setback	_____	_____
Side yard setbacks	_____	_____
Rear yard setback	_____	_____
Maximum height of building	_____	_____

Part 4

Check yes/no to indicate information included with application.
In general, all information is required.

I. Survey and Site plan including the following information:

YES/NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Title of drawing, including name and address of applicant and person responsible for preparation of such drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | North arrow, scale and date |
| <input type="checkbox"/> | <input type="checkbox"/> | Boundaries of the property plotted to scale |
| <input type="checkbox"/> | <input type="checkbox"/> | Center line and edge of pavement |
| <input type="checkbox"/> | <input type="checkbox"/> | All existing easements |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing watercourses |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of: State Wetlands, Federal Wetlands, Federal Floodway, Federal Floodplain |
| <input type="checkbox"/> | <input type="checkbox"/> | Grading and drainage plan, showing existing and proposed contours |
| <input type="checkbox"/> | <input type="checkbox"/> | Location, design and type of construction proposed use and exterior dimensions of all buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | Location, design and type of construction of all parking and truck loading areas, showing access and egress |
| <input type="checkbox"/> | <input type="checkbox"/> | Provisions for pedestrian access |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of outdoor storage, if any |
| <input type="checkbox"/> | <input type="checkbox"/> | Location, design and construction materials of all existing or proposed site improvements including drains, culverts, retaining walls and fences |
| <input type="checkbox"/> | <input type="checkbox"/> | Description of the method of sewage disposal and location, design, and construction materials of such facilities |
| <input type="checkbox"/> | <input type="checkbox"/> | All existing utility lines |
| <input type="checkbox"/> | <input type="checkbox"/> | Description of the method of securing public and/or potable water and locations, design and construction materials of such facilities |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of fire and other emergency zones, including the location of fire hydrants |
| <input type="checkbox"/> | <input type="checkbox"/> | Location, design and construction materials of all energy distribution facilities, including electrical, gas and alternative energy sources |
| <input type="checkbox"/> | <input type="checkbox"/> | Location, size and design and type of construction of all proposed signs; |
| <input type="checkbox"/> | <input type="checkbox"/> | Location and proposed development of all buffer areas, including existing vegetative cover |
| <input type="checkbox"/> | <input type="checkbox"/> | Location and design of outdoor lighting facilities |
| <input type="checkbox"/> | <input type="checkbox"/> | Identification of the location and amount of building area proposed for retail sales or similar commercial activity |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of all existing trees of greater than 6" diameter |
| <input type="checkbox"/> | <input type="checkbox"/> | General landscaping plan and planting schedule |
| <input type="checkbox"/> | <input type="checkbox"/> | An estimated project construction schedule |
| <input type="checkbox"/> | <input type="checkbox"/> | Record of application for and approval status of all necessary permits from state and county officials |
| <input type="checkbox"/> | <input type="checkbox"/> | Identification of any state or county permits required for the project's execution |
| <input type="checkbox"/> | <input type="checkbox"/> | Other elements integral to the proposed development as considered necessary by the Planning Board |
| <input type="checkbox"/> | <input type="checkbox"/> | SEQR submission |
| <input type="checkbox"/> | <input type="checkbox"/> | Names of property owners within 500 feet of property |

II. Elevations of all sides of the structure to be added or modified including:

YES/NO

- Any rooftop HVAC or other equipment
- Maximum height of building
- Loading area

Part 5

Is the subject property within 500' of the Onondaga County Ag District #5? _____

Is the subject property within 500' of an operating farm? _____

****If the answer to any of the questions in Part 5 is "yes", you must complete and attach to this application the Agricultural Data statement which may be obtained from the clerk.**

Part 6

General Notes:

- a) Site plans must be signed by a licensed professional and must be scaled no larger than 1:20 and no less than 1:50.
- b) Submit one application, disclosure affidavit and EAF with original signatures along with a set of plans and ten (10) copies of all submittals.
- c) Application must be filed with the Planning Board Clerk 15 days prior to the meeting date.
- d) Meetings are 7:00 p.m. on the first Monday of the month except for holidays.
- e) Professional fees to be paid by applicant will be determined by the Planning Board at the first meeting at which your application is considered.

Applicant Signature:

I have read the above list of items to be included with this application and to the best of my knowledge this application is accurate. If I am not the property owner, the property owner has authorized me to make this application, which is indicated by the signature below.

Date

Signature of Applicant

Approved Denied

Date

Signature of Chairperson



60 East Main Street
Marcellus, NY 13108
Phone: (315) 673-2051
www.McClurgTeam.com

October 2, 2024

Village of Marcellus, Planning Board
6 Slocombe Avenue
Marcellus, NY 13108

To Whom It May Concern:

I will not be able to attend the meeting on October 16th as I will be out of town. I would like to express a concern regarding the location of the Food Truck in front of Riseform. Serving food from the street presents a serious safety issue vs. being on the grass in front of the property. I'm trying to do all that I can to help Riseform to survive and do well.

I hope that the Village of Marcellus will continue to work hard with the community to help businesses flourish and survive. We have a wonderful community here in Marcellus, lets also make it a wonderful business friendly community. Allowing businesses to thrive long term in our village is imperative the people that live here. Please do all that you can to make this work, it would be much appreciated.

Sincerely,

Scott F. McClurg
Business Owner and LLC Partner

State of New York)

County of Onondaga)

On the 2 day of October in the year 2024, before me, the undersigned notary public, personally appeared Scott F. McClurg, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

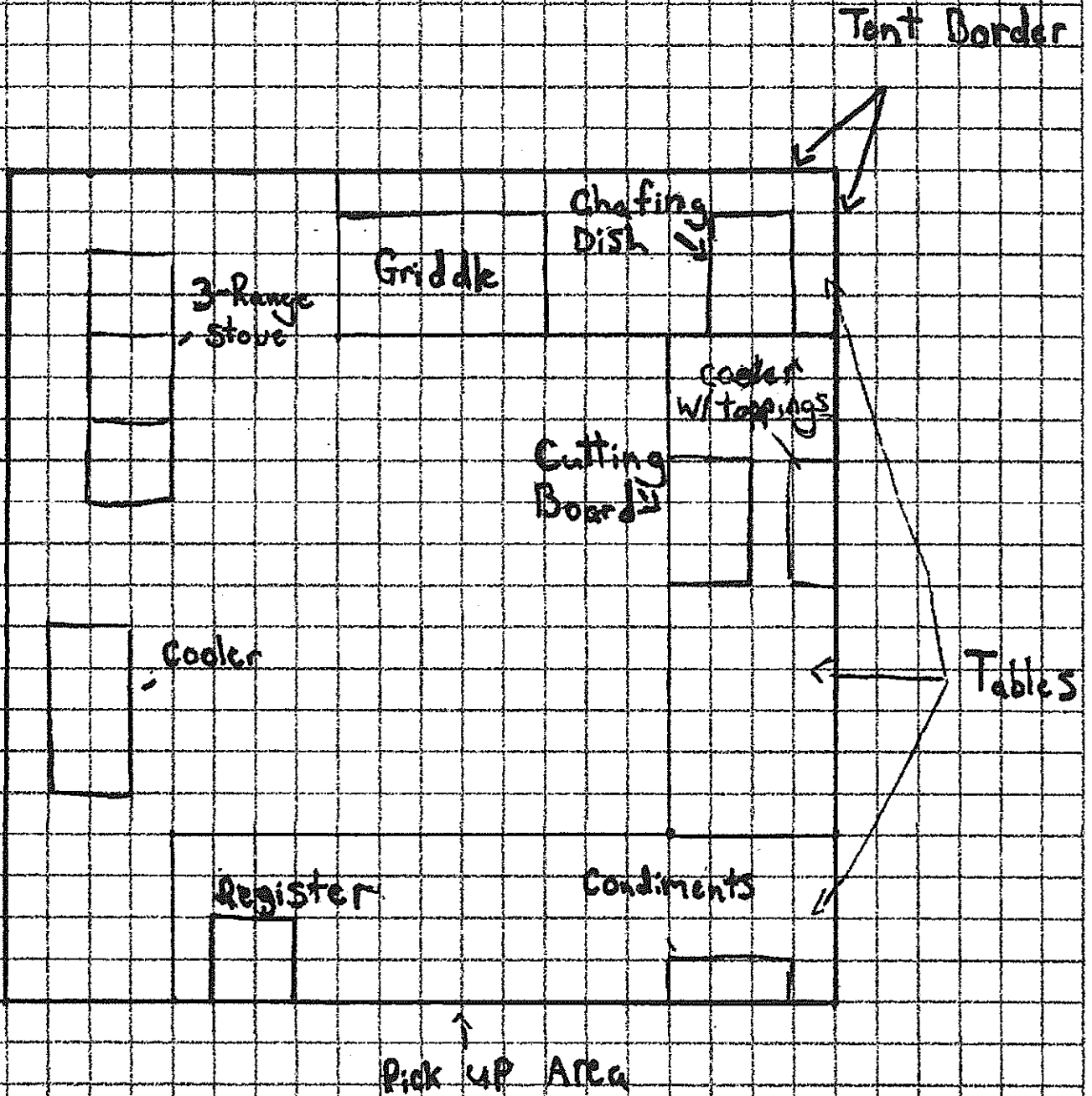
Notary Public

JULIE A SWEET
Notary Public - State of New York
NO. 015W0024186
Qualified in Onondaga County
My Commission Expires May 1, 2028

setorm

Hair Salon

Hungry Pug Setup



1 Block = 6"



From: Joseph Tidd atidd@riseformbrewing.com
Subject: Fwd: Hungry Pug
Date: Sep 30, 2024 at 12:22:47 PM
To: Peter Chapman peterdchapman@gmail.com

Sent from my iPhone

Begin forwarded message:

From: mike sigona <msigona85@hotmail.com>
Date: September 30, 2024 at 11:55:37 AM EDT
To: Joseph Tidd <atidd@riseformbrewing.com>
Subject: Hungry Pug

To whom it may concern,

I am the owner of the Hungry Pug Mobile food business. I have a lengthy history of managing, owning, and operating food establishments. I am more than familiar with proper food safety and running a safe and compliant establishment. I have included a menu with full preparation explanations to show I am running a safe and simple operation.

I was just made aware of a rule that requires us to notify the town within 30 days of operating. If I was familiar with the rule I would've planned and executed accordingly. I'm hoping that you will consider a variance that would allow me to continue operating.

Now that I am open and operating, I am responsible for several financial burdens. I have equipment costs, insurance, permits and several other operational costs. It would be financially devastating to me to shut down for 30 days at this point. It could potentially cause me to cease operations in Marcellus all together.

Since operating in Marcellus, the community has expressed excitement and gratitude for being there. Business owners have mentioned an increase in business and customers are happy to have a new food option in town. I have enjoyed operating and the town and I have received nothing from positive comments from everyone I have spoken to. Please consider allowing me to continue to operate immediately. The community and I would both be very grateful.

Thank you for your time,

A flat top griddle is used to melt cheese on 2 tortillas. Sour cream is stored cold until ordered

---Tres Leches cake---

Cake is baked an portioned in our commissary kitchen then stored cold until ordered

samplemenuinstructions1

.odg

18 KB