

New Office Meeting with Renovare

Meeting Minutes

Location: Remote

January 25, 2024 @ 11:00

1. Follow-up discussion on sites
 - a. Committee members have not identified any new sites to consider nor were there any they wanted to remove from our last discussion.
 - b. Operational plans were discussed. This part of the discussion focused on items such as:
 - Leasing, “rent to own”, sole ownership, sole ownership (with tenants).
 - Elements such ability to “move” some operations now with long term plans to renovate.
 - Historical significance – the conscious choice to retain historical structures in the Village
 - Revitalization opportunities – similar to preserving historical structures, we can consider how a Village investment in a property may be an incentive for others to do the same.
 - Financing will factor into the viability of the operational plans.
 - c. Committee agreed that leasing was off the table.
2. Site Constraint Process (PLEASE NOTE: The sample included with these minutes IS A DRAFT)
 - a. A DRAFT of what the Site Constraint Model might look like for one of the properties was provided.
 - i. Some of the details discussed include Walkability, parking, using of auxiliary building. The schoolhouse might include tenants with the back part being available for meeting spaces. Outdoor area and uses. Location of septic tank by the auxiliary building. Another tank (maybe some type of fuel) will need attention. The plan is to complete a site constraint review on all identified properties in collaboration with the committee.
 - b. Renovare shared information about a “retail void” tool they have. This tool analyzes geographical spaces to uncover gaps – or voids – in available goods and services. It is often used to find the most suitable businesses to fill a vacancy. In the case of Empire, the tool focused more on the shopping or retail habits of visitors – restaurants, food store and (oddly) high end clothing establishment were the top contenders.
3. Next Meeting date. We discussed the desire of the ABCD group to work with Renovare on a community survey. Maggie will follow up with the ABCD group to get them on the calendar for future meeting with Renovare.
4. NEXT MEETING DATE: Thursday, February 8, 2024, at 11:00 am (remote)

Respectfully Submitted,

Maggie Bacon on behalf of the New Office Committee (Chris Webb, Sue Palmer, Maggie Bacon)



DRAFT

Village of Empire
 Village Hall Feasibility Study



Site Constraints Analysis
 Schoolhouse Site

OPPORTUNITIES

- Additional public gathering spaces throughout the site
- Flexibility to grow uses within a larger building
- Room for cooperative organization function space

Site Acreage	~1.15 Acres
Existing Buildings:	
Schoolhouse	~9,000 SF
Ancillary Building	~800 SF
Access to parking	22-27 spaces

