



Village of Saranac Lake

Community Development Department

39 Main Street, Suite 9 Saranac Lake, NY 12983-2294

Phone: (518) 891 - 4150

Fax: (518) 891 - 1324

Web Site: www.saranaclakeny.gov

APPLICATION #: DB-017

Major Minor

DATE RECEIVED: 11/18/23

DATE PAID: 11/20/23

SPECIAL USE PERMIT APPLICATION REQUIREMENTS

Incomplete application forms, site plans, or SEQR forms (when applicable) will not be accepted. If you have questions when filing out the application, please contact the Community Development Department.

1. **Pre-application Conference** – Before filing a formal application, an informal pre-submission conference with the Director is recommended to discuss the nature of the proposed use and to determine the specific information that will need to be submitted.
2. **Mandatory staff review submission:**
 - A. **Submit one electronic copy of the following:**
 - Special Use Permit Application Form, signed
 - Site Plan Review Checklist
 - Site Plan Drawings/Maps, for new construction: include Elevation Drawings
 - Environmental Assessment Form – complete Part 1 (check with Director on whether to complete the Full or Short form)
 - Waterfront Assessment Form (WAF) - complete Section 1 only
 - Drawing of proposed sign(s) (if applicable)
 - For Pre-Existing STR application: submit proof of operation as of January 31, 2023¹
 - B. **Application fee of \$300.00.** Make check payable to Village of Saranac Lake.
3. **Final submission for review by the Development Board:**
 - A. **Submit one hard copy + one digital copy of the application packet. Site Plan to be at a scale that is suitable for the proposed development relative to its size and is sufficiently legible for the required review to occur. Digital copy should be sent to comdevassist1@saranaclakeny.gov.**
 - Special Use Permit Application Form, signed
 - Site Plan Review Checklist
 - Site Plan Drawings/Maps, for New construction: include Elevation Drawings
 - Environmental Assessment Form – complete Part 1
 - Waterfront Assessment Form (WAF) - complete Section 1 only
 - Drawing of proposed sign(s) (if applicable)

The application shall be accompanied by the information listed above. The Community Development Director may require additional submission materials if determined appropriate for the nature and scale of the proposed project. The pre-application conference may be used to determine the application requirements. The information above should be emailed and brought to the Village of Saranac Lake at least three weeks prior to the scheduled Development Board meeting in order to be placed on the agenda. The Board meets on the first Tuesday of each month at 5:00pm in the Village Board Room, 39 Main St., Saranac Lake, NY 12983

¹ Acceptable documentation includes: 1. A Franklin or Essex County Certificate of Authority to collect occupancy tax.
2. Proof of operation as a STR between January 31, 2022, and January 31, 2023.

SPECIAL USE PERMIT APPLICATION

Applicant Information	
Applicant Name	Sara-Placid Sled & Spoke LLC
Applicant Address	1034 State Route 3 Saranac Lake, NY 12983
Mailing Address, If Different	
Applicant Email	info@sledandspoke.com
Applicant Phone	518-205-7864

If Different from Project Applicant	
Property Owner Name	15 Ampersand LLC
Property Owner Address	255 Broadway Saranac Lake, NY 12983
Mailing Address, If Different	
Property Owner Email	sayrentals1@gmail.com
Property Owner Phone	518-524-6363

Project Information

1. Project Address 255 Broadway Saranac Lake, NY 12983

2. Tax Map # 446.60-9-2.1
3. Zoning District G
4. Current Lot Size 1.73 acres
5. Building square footage 1200

Existing
 Proposed
6. Property/Building use
 - a. Present use of property, (i.e., commercial, residential, mixed, vacant): Commercial
 - b. Proposed use of property: Commercial - Outdoor retail sales
 - c. For mixed-use buildings:

Level	Current Use	Proposed Use
Basement	N/A	
1st	N/A	
2nd	N/A	
3rd	N/A	

7. Will development be phased? NO YES If yes, explain in a narrative:

8. Please provide a written description of proposed structures and improvements. Include all of the following information that applies to the project:
- Describe primary and secondary uses
 - Proposed interior changes
 - Day/hours of operation
 - Utilities- will you connect to existing utilities or install new?
 - Anticipated number of residents, users, shoppers, employees, etc. as a result of this project
 - Exterior features to be added/changed, (i.e., lighting fixtures, signage, decorative elements, doors, windows, siding, painting, etc.)
 - For residential, mixed-use buildings, or STRs, include a number of dwelling units by size (efficiency/studio, one-bedroom, two-bedroom, three or more bedroom)
 - Parking plan
 - Proposed Landscaping
 - Garbage storage
 - Explain the need for managing stormwater and drainage facilities that will be utilized in preventing flooding and erosion

The proposed structure is a non-permanent structure, it is a 30ft x 40ft metal pole barn/ garage. The exterior metal will be a nice muted brown color that will make up the roof and sides of the structure. The front of the structure will be a combination of this brown metal and wooden barn style doors. The primary and only use of the structure is to store snowmobile and bike equipment for rentals. The hours of operation will be 7 days a week 9am-5pm. We will be connecting to existing utilities from the plaza. The business will be owner operated without employees at this time. We anticipate 10-15 customers per day on average. We have a great parking plan with approx. 6 parking spots adjacent to the proposed structure dedicated to our operation. With the space we are leasing and where the structure will be we don't plan on doing any landscaping to the property at this time. Garbage will be stored in cans with lids in the structure and removed from site daily. We won't change or impact the current management of stormwater and drainage facilities.

9. State and federal permit or approvals needed, (i.e., SHPO, APA, DEC, DOT, or Other)
N/A

10.

If you are operating a new business at the project location, provide the following information	
Name of Business	Sara-Placid Sled & Spoke LLC
Hours of Operation	7 days a week: 9am-5pm

In granting or denying special use permits, the Development Board shall take into consideration the scale of the proposed project and the need to maintain the historic, close-knit building pattern in the Village and compatibility among adjoining land uses. If the applicant proves the proposed project meets the review criteria, they are entitled to the Special Use Permit. Conversely, if the applicant fails to address or satisfy any one or part of the review criteria then they are not entitled to the Special Use Permit.

Criteria to be addressed:

11. Explain how the proposed use will not have a substantial or undue adverse effect upon adjacent property, traffic conditions, parking, and other matters affecting the public health, safety and general welfare. Does the project include buffers or screening from neighboring properties and public roads?

The structure is set back and tucked into the far corner of the lot; it doesn't stick out past any existing structures in the plaza. It doesn't impede any existing views. The parking is plentiful, traffic shouldn't be affected because we are in the plaza not directly on the roadside. No issues or effects on public health and safety - strictly for storage and rentals. The project doesn't include buffers or screening from neighboring properties or public roads. We are adjacent to the new rail trail and set back far enough from the public road

12. Provide evidence and information which demonstrates that the proposed use will not substantially impact the nature and character of the surrounding neighborhood.

The surrounding area and adjoining properties are all commercial use and are currently operating. Our company and project will have many customers in common with our neighbors and of course other businesses in our plaza. i.e Woods and Waters.

13. Provide information which demonstrates that the proposed use will be adequately served by storm drainage structures, water, sanitary sewers, off-street parking, access to public roads to handle projected traffic volumes, fire and police protection, and solid waste disposal, and any other services that may be relevant to your project.

The proposed project and structure will not alter, change or impede existing storm drainage structures, water, sanitary sewers, off-street parking, access to public roads to handle projected traffic volumes, fire and police protection, and solid waste disposal. With the structure being temporary and not fixed we won't be greatly impacting the current space. We have plenty of parking, the site is accessible by two different public roads, we will remove all garbage and waste daily from secured cans on site. Fire and Police protection will remain the same.

14. Explain how the project safely accommodates bicycle and pedestrian travel to/from the site. Explain how the project will impact pedestrian safety, either positively or negatively.

The project not only safely accommodates bicycle and pedestrian traffic via the access to the newly renovated rail trail system but also enhances/encourages bicycle and pedestrian traffic. We are advocates for bike enthusiasts and they are the clients we are expecting to service with our bike rentals. Our goal is to enhance the rail trail experience and accessibility.

15. Is the property suitable for the proposed project considering the lot size, location, topography, vegetation, soils and hydrology?

The property is perfectly suitable for this proposed project. With the commercial use of the property already and with a few operating businesses it should fit in well. Also, the space we have is a flat concrete pad in the back corner of the lot with plenty of space for our structure. We will not be impacting or disturbing any vegetation, soils or hydrology.

16. How will your project avoid the loss, destruction, or damage to any natural, historic, and scenic resources of the village through design, layout of structures, provision of buffer areas, and operation of the proposed use?

The project isn't a large-scale project, it is erecting a temporary non-permanent structure which will be an improvement aesthetically to that corner of the property. "255 Broadway Exterior Space" Described as: 1,200 sq feet Ground Level Exterior Space located at the furthestmost Northwest Corner of the property along the Public Rail Trail Corridor. There will be no sightline or scenic obstructions. The operation is snowmobile and bike rental outfitters, with an emphasis on using the Rail Trail.

17. Is the project consistent with the village goal of concentrating retail uses in villages, avoiding strip commercial development, and locating nonresidential uses that are incompatible with residential use on well-buffered properties?

This project is consistent because it is surrounded by commercial properties and currently operating businesses. We are also in the plaza with other similar retail and outfitter companies.

18. Will the proposed use result in excessive noise, dust, odors, solid waste, or glare, create any other nuisances, or result in the introduction of invasive species?

The bikes won't have any excessive noise, odors, solid waste, glare, create any other nuisances, or result in the introduction of invasive species. The snowmobiles are high performance sleds with efficient fuel technology, and they won't be revved or idled for extended periods of time. The main purpose of our operation is for our clients to come pick up snowmobiles and take them on the designated trails or we will deliver to them. Again, our goal is to enhance the Rail Trail where snowmobiling is encouraged.

19. Explain why your proposed use will not be more objectionable than would development of uses that are permitted by right (allowed uses that do not require a special use permit)? Consider the environmental, social and economic impacts of traffic, noise, dust, odors, solid waste, glare or any other nuisances.

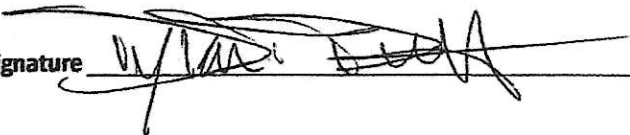
This proposed use will be beneficial to all other companies in the surrounding area because of the overflow of customers in common and some increased traffic which will result in more exposure for everyone. The area we are leasing will be improved upon and with our customers renting and taking off to enjoy the community and trails in the surrounding areas will mitigate any concern for extra noise - granted in the winter the rail trail is expected to have increased snowmobile traffic regardless. We want to offer a safe and effective way for visitors and residents to take advantage of all that our area has to offer and especially the extensive trail systems.

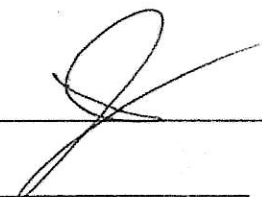
20. Is the project located within a historic building? NO YES
 historic district? NO YES

To check if your property falls within a historic district or is on the National Register, visit the Cultural Resource Information System (CRIS) website and use the mapping tool: cris.parks.ny.gov

21. Please list any professionals who will be assisting you with your application

Name	Company	Profession	Phone	Email
N/A				
N/A				
N/A				

Applicant's Signature  Date 11/06/23

Property Owner's Signature  Date 11/8/23

For Office Use Only - Essex County Referral	Y	N
Property is located within 500 feet of:		
Property located in Essex County	<input type="checkbox"/>	<input type="checkbox"/>
Municipal boundary (village or town)	<input type="checkbox"/>	<input type="checkbox"/>
County or State Parks	<input type="checkbox"/>	<input type="checkbox"/>
County or State Roads	<input type="checkbox"/>	<input type="checkbox"/>
County or State Facilities	<input type="checkbox"/>	<input type="checkbox"/>



Village of Saranac Lake - Planning Department
 39 Main St.
 Saranac Lake, NY 12983
 Phone (518) 891-4150
www.saranacny.gov

Instructions:

- A complete application must include a Site Plan with all information pertinent to the project (a site plan example is attached)
- Site Plan Review application fee - \$250.00
- SEQR - Short Environmental assessment form, part 1 (attached)
- WAF - Waterfront Assessment Form, section B (attached)
- Incomplete applications will not be placed on the Development Board agenda
- Dependent on the project scope, a public hearing may be required: <https://ecode360.com/31626259>
- Site Plan regulations can be found at: <https://ecode360.com/31626635>

SITE PLAN REVIEW APPLICATION			
Project Address: 255 Broadway		Tax Map #: 446.60-9-2.100	Zoning District G
Property Owner Name: 15 Ampersand LLC		Applicant Name (if different): Sara-Placid Sled & Spoke LLC	
Address: 255 Broadway		Address: 1034 State Route 3	
City: Saranac Lake	State: NY	City: Saranac Lake	State: NY
Phone: 518-524-6363	Zip: 12983	Phone: 518-205-7864	Zip: 12983
Email: sayrentals1@gmail.com		Email: info@sledandspoke.com	

Please provide a written description of the project with relevant details, i.e., days/hours of operation, proposed exterior changes.

Narrative

Sara-Placid Sled & Spoke LLC is thrilled to introduce our Outdoor Adventure Hub at 255 Broadway in Saranac Lake, NY. This initiative aims to create a dynamic space for outdoor enthusiasts to enjoy rentals and guided tours for bikes/snowmobiles and explore the scenic beauty of the Adirondack Park. Operating seven days a week, our hub offers year-round adventure opportunities from 9am to 5pm on weekdays and weekends. The hub features a 30x40 ft enclosed carport garage for secure storage of our snowmobiles and bikes. Designed to seamlessly blend with the natural surroundings, this structure prioritize safety and compliance with building codes. The hub aims to enhance customer interactions, streamline equipment rental transactions, and contribute positively to the town's appeal. This project promises increased tourism, expanded recreational options, and support for local businesses, fostering economic growth and community engagement. Sara-Placid Sled & Spoke is eager to collaborate with the Town Board to make this initiative a success, offering a gateway to the unparalleled beauty of the Adirondack Park for residents and visitors alike.

Property Owner Signature(required): _____

Date: 11/8/23

Applicant Signature(if different): _____

Date: 11/06/23



Village of Saranac Lake

Community Development Department
39 Main St.
Saranac Lake, NY 12983
Phone (518) 891-0490
Fax (518) 891-5928
www.saranaclakeny.gov

VILLAGE OF SARANAC LAKE WATERFRONT ASSESSMENT FORM (WAF)

Section A. Instructions

Instructions: Applicants or, in the case of direct actions, Village agencies, shall complete this WAF for proposed actions which are subject to the LWRP consistency review law. This assessment is intended to supplement other information used by a Village agency in making a determination of consistency with the Village's Local Waterfront Revitalization Program.

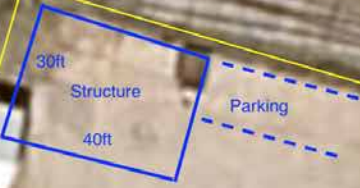
Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policy contained in the Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the Village of Saranac Lake, 39 Main St., Second Floor, Saranac Lake, NY 12983 or online at www.saranaclakeny.gov. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the waterfront area.

If any question in Section C on this form is answered "yes", then the proposed action may affect the achievement of the LWRP policy standards and conditions contained in the consistency review law. Thus, the actions should be analyzed in more detail and, if necessary, modified prior to making a determination that it is consistent to the maximum extent practicable with the LWRP policy standards and conditions. If an action cannot be certified as consistent with the LWRP policy standards and conditions, it shall not be undertaken.

SECTION B. Description of Site and Proposed Action

1. Name of applicant: Sara-Placid Sled & Spoke LLC	
2. Mailing address: 1034 State Route 3 Saranac Lake, NY 12983	3. Telephone Number: 518-205-7864
4. Location of action: 255 Broadway Saranac Lake, NY 12983	5. Tax Map # (s): 446.60-9-2.100
6. Size of site: 1,200 Sqft	7. Present land use(s): Commercial
8. Present zoning classification: District G	9. Percentage of site which contains slopes of 15% or greater: 0
10. Type of action (check appropriate response) <input type="checkbox"/> Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction) <input type="checkbox"/> Financial assistance (e.g. grant, loan, subsidy) <input checked="" type="checkbox"/> Permit, approval, license, certification <input type="checkbox"/> Agency undertaking action:	
11. Streams, lakes, ponds, or wetlands existing within or continuous to the project area? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, Waterbody Name: _____ Waterbody Size(in acres): _____	
12. Describe nature and extent of action: Temporary structure for storage of Snowmobile and Bikes for rentals	
13. Describe any unique or unusual land forms on the project site (i.e. bluffs, ground depressions, other geological formations): N/A	
14. Will the action be directly undertaken, require funding, or approval by a State or Federal Agency? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, which State or Federal Agency? _____	

Big "D" Building Supply Corp.

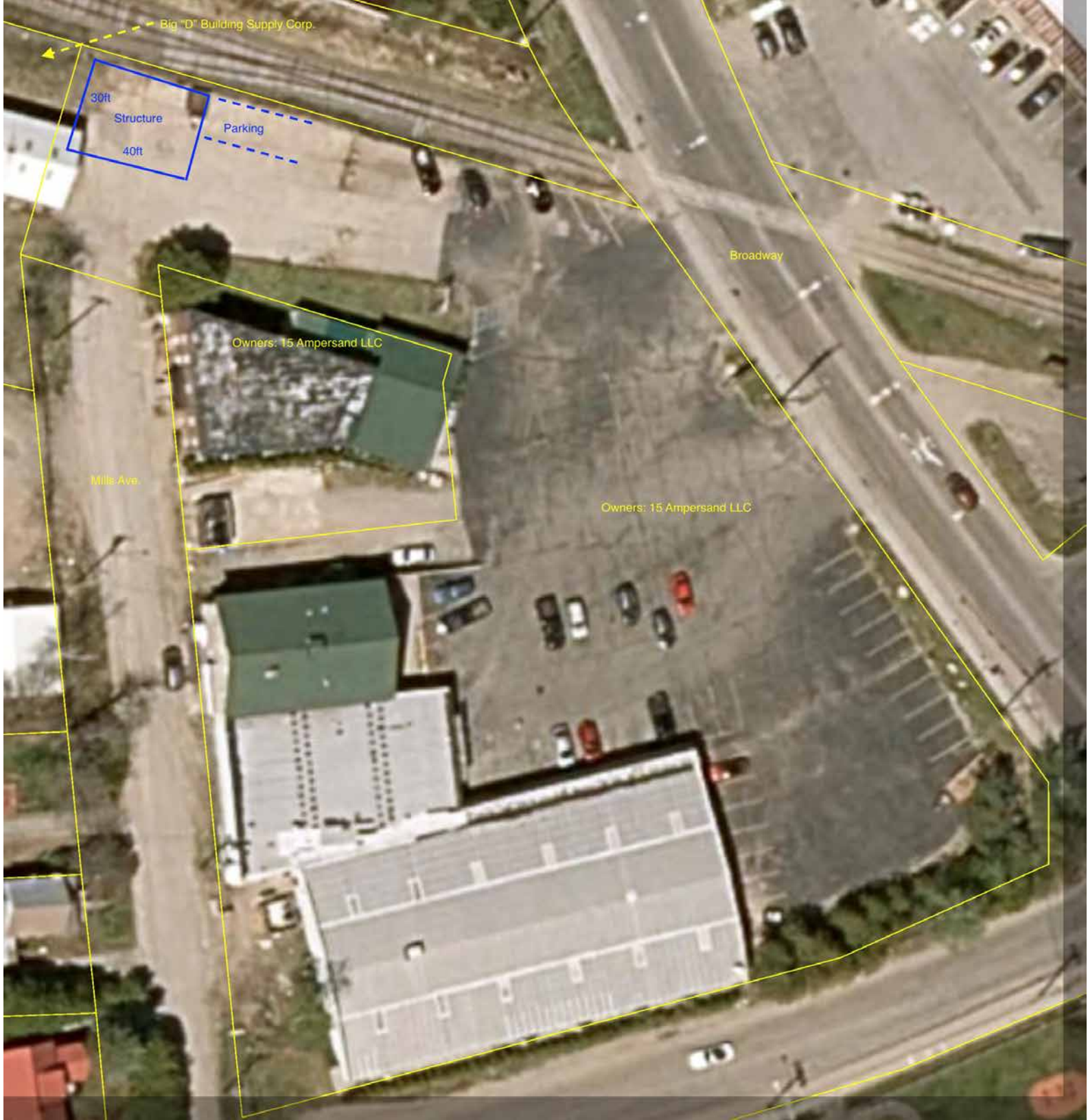


Broadway

Owners: 15 Ampersand LLC

Mills Ave.

Owners: 15 Ampersand LLC



Big "D" Building Supply Corp.

8ft setback

30ft

Structure

40ft

Parking

Owners: 15 Ampersand LLC

Mills Ave.

Owners: 15 Ampersand LLC







ube®
SYSTEMS