



**Village of Saranac Lake** - Planning Department  
 39 Main St.  
 Saranac Lake, NY 12983  
 Phone (518) 891-4150  
[www.saranaclakeny.gov](http://www.saranaclakeny.gov)

**Instructions:**

- A complete application must include a Preliminary Plat (a required information list is attached for minor projects)
- Subdivision application fee – TBD by project scope, please see Building, Planning, and Public Works Fee Schedule
- 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#31626259>
- Subdivision regulations can be found at: <https://ecode360.com/31627515>

<b>SUBDIVISION APPLICATION</b>				<input type="checkbox"/> Lot Line Adjustment	<input checked="" type="checkbox"/> Minor Subdivision	<input type="checkbox"/> Major Subdivision
Project Address: <b>9 Ridge Way</b>		Tax Map #: <b>32.183-2-26.000</b>		Zoning District <b>D-2</b>		
Property Owner Name: <b>Colleen Gowan</b>		Applicant Name (if different):				
Address: <b>9 Ridge Way</b>		Address:				
City: <b>Saranac Lake</b>	State: <b>NY</b>	City:	State:			
Phone: <b>518-637-3423</b>	Zip: <b>12983</b>	Phone:	Zip:			
Email:		Email:				

Please provide a written description of the proposed project

<b>Narrative</b>
<p>2 Lot subdivision of a 1.17 acre parcel of land into a 0.76 acre and 0.41 acre lot. The 0.76 acre lot has a mobile home situated on it and the 0.41 acre lot has a cabin on it. the 0.76 acre lot borders Moody Pond and the 0.41 acre lot will not include any water frontage.</p>

Property Owner Signature(required): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature(if different): \_\_\_\_\_ Date: \_\_\_\_\_

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>				
Colleen Gowan				
Name of Action or Project: Minor Subdivision				
Project Location (describe, and attach a location map): 9 Ridge Way				
Brief Description of Proposed Action: 2 Lot Subdivision of a 1.17 acre parcel. Lot 1 being 0.41 acres and Lot 2 being 0.76 acres Lot 1 has an existing cabin and Lot 2 has a mobile home situated on it.				
Name of Applicant or Sponsor: Colleen Gowan		Telephone:		
		E-Mail:		
Address: 9 Ridge Way				
City/PO: Saranac Lake		State: NY	Zip Code: 12983	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<b>NO</b>	<b>YES</b>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<b>NO</b>	<b>YES</b>
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ 1.17 acres		
b. Total acreage to be physically disturbed?		_____ 0 acres		
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 1.17 acres		
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				

5. Is the proposed action, a. A permitted use under the zoning regulations?	<b>NO</b>	<b>YES</b>	<b>N/A</b>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<b>NO</b>	<b>YES</b>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____ _____	<b>NO</b>	<b>YES</b>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?  b. Are public transportation service(s) available at or near the site of the proposed action?  c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<b>NO</b>	<b>YES</b>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<b>NO</b>	<b>YES</b>	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?  If No, describe method for providing potable water: _____ _____	<b>NO</b>	<b>YES</b>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?  If No, describe method for providing wastewater treatment: _____ _____	<b>NO</b>	<b>YES</b>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?  b. Is the proposed action located in an archeological sensitive area?	<b>NO</b>	<b>YES</b>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	<b>NO</b>	<b>YES</b>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input checked="" type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input checked="" type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	<b>NO</b>	<b>YES</b>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	<b>NO</b>	<b>YES</b>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES  b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES _____ _____	<b>NO</b>	<b>YES</b>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?          If Yes, explain purpose and size: _____          _____          _____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?          If Yes, describe: _____          _____          _____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?          If Yes, describe: _____          _____          _____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: <u>Colleen Gowan</u> Date: _____</p> <p>Signature: _____</p>		



## 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](http://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](http://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: Colleen Gowan		3. Telephone Number:	
2. Mailing address: 9 Ridge Way		5. Tax Map # (s): 32.183-2-26.000	
4. Location of action: 9 Ridge Way		7. Present land use(s): residential	
6. Size of site: 1.17 Acres		9. Percentage of site which contains slopes of 15% or greater:	
8. Present zoning classification: D-2		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 type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, Waterbody Name: <b>Moody Pond</b> Waterbody Size(in acres):			
12. Describe nature and extent of action: 2 Lot Subdivision			
13. Describe any unique or unusual land forms on the project site (i.e. bluffs, ground depressions, other geological formations): Located on a bluff overlooking Moody Pond			
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?			

## SECTION C. Waterfront Assessment (To be completed by reviewing agency)

	<u>YES</u>	<u>NO</u>
<b>1. Will the proposed action have a <u>significant effect</u> upon:</b>		
(a) Commercial or recreational use of fish and wildlife resources	<input type="checkbox"/>	<input type="checkbox"/>
(b) Scenic quality of the waterfront environment?	<input type="checkbox"/>	<input type="checkbox"/>
(c) Development of future, or existing water dependent uses?	<input type="checkbox"/>	<input type="checkbox"/>
(d) Stability of the shoreline?	<input type="checkbox"/>	<input type="checkbox"/>
(e) Surface or groundwater quality?	<input type="checkbox"/>	<input type="checkbox"/>
(f) Existing or potential public recreation opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
(g) Structures, sites or districts of historic, archeological or cultural significance to the Village, State or nation?	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. Will the proposed action <u>involve</u> or <u>result in</u> any of the following:</b>	<u>YES</u>	<u>NO</u>
(a) Physical alteration of land along the shoreline, land under water or coastal waters?	<input type="checkbox"/>	<input type="checkbox"/>
(b) Physical alteration of two (2) acres or more of land located elsewhere in the waterfront area?	<input type="checkbox"/>	<input type="checkbox"/>
(c) Expansion of existing public services or infrastructure in undeveloped or low density areas of the waterfront area?	<input type="checkbox"/>	<input type="checkbox"/>
(d) Energy facility not subject to Article VII or VIII of the Public Service Law?	<input type="checkbox"/>	<input type="checkbox"/>
(e) Mining, excavation, filling or dredging?	<input type="checkbox"/>	<input type="checkbox"/>
(f) Reduction of existing or potential public access to or along the shore?	<input type="checkbox"/>	<input type="checkbox"/>
(g) Sale or change in use of publicly-owned lands located on the shoreline or under water?	<input type="checkbox"/>	<input type="checkbox"/>
(h) Development within designated flood hazard area?	<input type="checkbox"/>	<input type="checkbox"/>
(i) Development on a natural feature that provides protection against flooding or erosion?	<input type="checkbox"/>	<input type="checkbox"/>
(j) Diminished surface or groundwater quality?	<input type="checkbox"/>	<input type="checkbox"/>
(k) Removal of ground cover from the site?	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. Project:</b>	<u>YES</u>	<u>NO</u>
(a) If a project is to be located adjacent to shore:		
(1) Will water-related recreation be provided?	<input type="checkbox"/>	<input type="checkbox"/>
(2) Will public access to the shoreline be provided?	<input type="checkbox"/>	<input type="checkbox"/>
(3) Does the project require a waterfront site?	<input type="checkbox"/>	<input type="checkbox"/>
(4) Will it supplant a recreational or maritime use?	<input type="checkbox"/>	<input type="checkbox"/>
(5) Do essential public services and facilities presently exist at or near the site?	<input type="checkbox"/>	<input type="checkbox"/>
(6) Is it located in a flood prone area	<input type="checkbox"/>	<input type="checkbox"/>
(7) Is it located in an area of high erosion	<input type="checkbox"/>	<input type="checkbox"/>
(b) If the project site is publicly owned:		
(1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?	<input type="checkbox"/>	<input type="checkbox"/>
(2) If located in the foreshore, will access to those and adjacent lands be provided?	<input type="checkbox"/>	<input type="checkbox"/>
(3) Will it involve the siting and construction of major energy facilities?	<input type="checkbox"/>	<input type="checkbox"/>
(4) Will it involve the discharge of effluents from major steam electric generating and industrial facilities into a waterway	<input type="checkbox"/>	<input type="checkbox"/>
(c) Is the project site presently used by the community as an open space or recreation area?	<input type="checkbox"/>	<input type="checkbox"/>
(d) Does the present site offer or include scenic views or vistas known to be important to the community?	<input type="checkbox"/>	<input type="checkbox"/>
(e) Will the surface area of any waterways or wetland areas be increased or decreased by the proposal?	<input type="checkbox"/>	<input type="checkbox"/>
(f) Will the project involve any waste discharges?	<input type="checkbox"/>	<input type="checkbox"/>
(g) Does the project involve surface or subsurface liquid waste disposal?	<input type="checkbox"/>	<input type="checkbox"/>
(h) Does the project involve transport, storage, treatment or disposal of solid waste or hazardous material?	<input type="checkbox"/>	<input type="checkbox"/>
(i) Does the project involve shipment or storage of petroleum products?	<input type="checkbox"/>	<input type="checkbox"/>
(j) Does the project involve discharge of toxics, hazardous substances or other pollutants?	<input type="checkbox"/>	<input type="checkbox"/>
(k) Will the project affect any area designated as a freshwater wetland?	<input type="checkbox"/>	<input type="checkbox"/>
(l) Will the project alter drainage flow, patterns or surface water runoff on or from the site	<input type="checkbox"/>	<input type="checkbox"/>
(m) Will best management practices be utilized to control storm water runoff into waterways?	<input type="checkbox"/>	<input type="checkbox"/>
(n) Will the project cause emissions which exceed Federal or State air quality standards or generate significant amounts of nitrates or sulfates?	<input type="checkbox"/>	<input type="checkbox"/>

## SECTION D. Remarks or Additional Information

For questions answered "Yes" in Section C, explain methods you will undertake to reduce adverse effects. Review the LWRP to see if the project is consistent with each policy. List policies the project is not consistent with and explain all mitigating actions. Add any additional sheets necessary to complete this form.

## SECTION E. Preparer Information

Preparer's Name (Please print):

Title:

Organization Name:

Phone Number:

Signature:

Date:

## SECTION F. Determination of LWRP Consistency (To be completed by the Planning Board)

The Village of Saranac Lake Planning Board finds that the above referenced project is:

- consistent with LWRP policy standards and conditions.
- not consistent with LWRP policy standards and conditions and shall not be undertaken.

\_\_\_\_\_  
Print Name of Planning Board Chair

\_\_\_\_\_  
Signature of Planning Board Chair

\_\_\_\_\_  
Date

Find address or place

Image Mat... Zoom to

9 Ridge Way

TAX MAP #	32.183-2-26.000
CLASS	270; Mfg housing
TOWN	North Elba
LOCATION	9 Ridge Way
OWNER1	Colleen A Gowan
OWNER2	
ROLLYEAR	2023
DEED_BOOKPAGE	1519_43
ACREAGE	1.20
LAND VALUE	108,500.00
TOTAL VALUE	119,500.00

Imagery with Labels





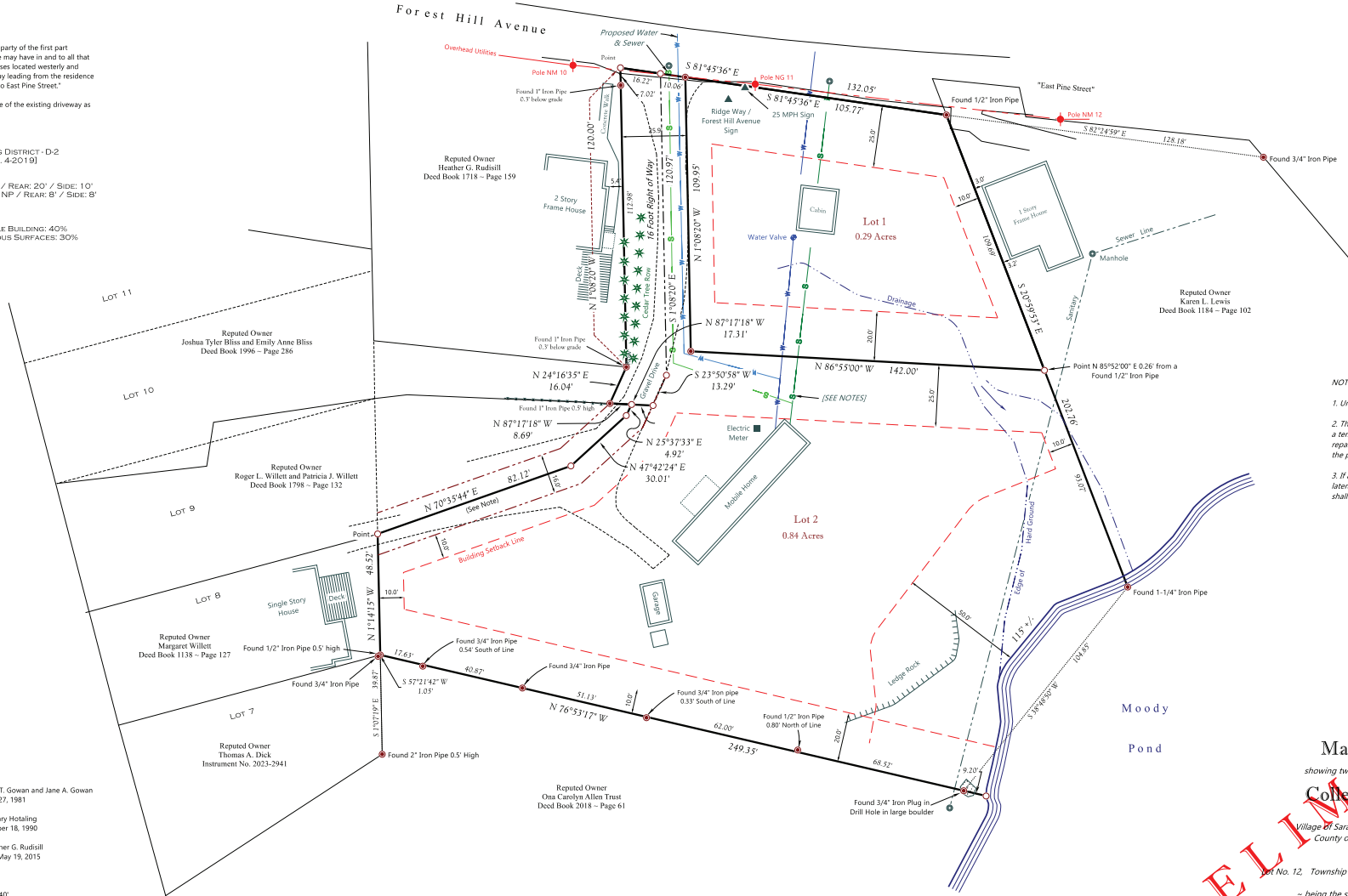
NOTE:  
DEED 497/364 exception recites "...to the party of the first part and all right, title and interest that she may have in and to all that portion of the first above described premises located westerly and northerly of the center line of said driveway leading from the residence property of the party of the first part out to East Pine Street."

This conveyance establishes the center line of the existing driveway as property line.

VILLAGE OF SARANAC LAKE ZONING DISTRICT - D-2  
[AMENDED 10-15-2019 BY L.L. NO. 4-2019]

MINIMUM YARD SETBACKS:  
PRINCIPLE BUILDINGS - FRONT: 25' / REAR: 20' / SIDE: 10'  
ACCESSORY STRUCTURES - FRONT: NP / REAR: 8' / SIDE: 8'

LOT SIZE AND COVERAGE:  
MINIMUM LOT SIZE: 10,000 SQ. FT.  
MAXIMUM LOT COVERAGE PRINCIPLE BUILDING: 40%  
MAXIMUM LOT COVERAGE IMPERVIOUS SURFACES: 30%  
MAXIMUM BUILDING HEIGHT: 40'



Unauthorized alterations or additions to a survey map bearing a licensed land surveyors seal is a violation of Section 3209, sub-division 2, of the New York State Education Law.

A copy of this document without a proper application of the surveyors embossed seal should be assumed to be an unauthorized copy.

Ownership herein is per county records indicated on plat or in title work and / or ownership certificates provided by others and is subject to any findings of an accurate abstract of title.

The location of underground improvements or encroachments are not always known and often must be estimated. If any underground improvements or encroachments exist or are shown, the improvements or encroachments are not covered by this certificate.

Building offsets, as shown on this map, are not to be used for construction purposes.

Assumed road lines shown herein based upon deeds of record, and subject to any right, title or interest the public may have to that portion used for highway purposes.

Certifications shall run only to the person for whom the survey was prepared and on his or her behalf to the Title Company, Governmental Agency, and Lending Institution listed herein. Certifications are NOT TRANSFERABLE to additional institutions or subsequent owners.

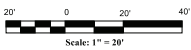
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NOTES:

- Underground water and sewer are estimated.
- The existing water and sewer to Lot 2 will be granted a temporary easement only. When they need to be repaired or replaced they will need to be moved to the proposed location shown.
- If accepted by the village The existing water and sewer laterals will service Lot 1 and new water and sewer laterals shall be run to Lot 2.

Reference Maps -

- Map of Survey showing lands of Richard T. Gowan and Jane A. Gowan By: Robert M. Marvin, Jr., L.S. dated: July 27, 1981
- Property Survey prepared for James & Mary Hotaling By: Glenn D. Odhne, P.L.S., dated: December 18, 1990
- Map showing survey of property for Heather G. Rudisill By: Leiffert Land Surveying, PLLC, dated: May 19, 2015



I hereby certify to:

Colleen A. Gowan

That this map was prepared from a field survey of the premises shown herein completed on September 18, 2023.

**A.L.L. Land Surveying**  
 Alan L. Latourelle  
 Professional Land Surveyor  
 License No. 050565  
 7 Saranac Lane  
 Saranac Lake, New York 12983  
 alan.latourelle@verizon.net  
 (518)991-4369

PRELIMINARY

Map of Survey  
 showing two (2) subdivisions prepared for  
**Colleen A. Gowan**

~ situate ~  
 Village of Saranac Lake, Town of North Elba,  
 County of Essex, State of New York  
 ~ being part of ~  
 Lot No. 12, Township 11, Old Military Tract, Richard's Survey  
 ~ being the same Premises as conveyed by ~  
 Frank R. Miller to Colleen A. Gowan by deed dated December 1, 2006  
 and recorded in the Essex County Clerks Office on December 8, 2006  
 in Deed Book 1519 at Page 43.  
 ~ Tax Map No. 32.183-2-26.000 ~  
 ~ Map Completed: November 4, 2023 ~