



# 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](http://www.saranaclakeny.gov)

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## DEVELOPMENT BOARD MEETING MINUTES

October 3, 2023

5:00pm

### ATTENDANCE

Development Board Members:

Elias Pelletieri, Chairperson, Present

Rick Weber, Present

Dan Reilly, Present

Meg Cantwell-Jackson, Present

Bill Domenico, Present

### I. APPROVAL OF MINUTES

Chair Elias Pelletieri opened the meeting at 5:00pm.

Motion to approve September 5, 2023 Regular Meeting Minutes by Dan Reilly, seconded by Bill Domenico.

Pelletieri asked for a Roll Call Vote.

Roll Call: Meg Cantwell-Jackson, yes; Rick Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes. All in favor, meeting minutes approved.

### II. ITEMS FOR BOARD ACTION

#### 1) Public Hearings

##### A. Public Hearing for the Application of: Jesse Purcell, Special Use Permit for a Short-Term Rental, 71 Virginia St.

Pelletieri asked the Board for a motion to open the public hearing and reiterated the purpose of a public hearing that is specific to each project on the agenda tonight. Motion to open the public hearing by Weber, seconded by Cantwell-Jackson.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, public hearing opened.

Pelletieri read aloud a letter that was received from Jeremy Evans, neighbor at 171 Charles St., which stated support.

John Lundin, neighbor at 46 James St., seconded the letter.

Motion to close the public hearing by Cantwell-Jackson, seconded by Weber.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, public hearing closed.

##### B. Public Hearing for the Application of: Harbor Hill Cottages, Special Use Permit for a Short-Term Rental, 67 Riverside Dr.

Motion to open the public hearing by Domenico, seconded by Reilly.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, public hearing opened.

Pelletieri read aloud a letter that was received from Paul Moriarty, neighbor at 58 Riverside Dr., which stated support.

Motion to close the public hearing by Weber, seconded by Domenico.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, public hearing closed.

**C. Public Hearing for the Application of: Kristeen Colby, Special Use Permit for a Short-Term Rental, 117 Olive St.**

Motion to open the public hearing by Reilly, seconded by Domenico.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, public hearing opened.

Elizabeth Villa (Mills), neighbor at 120 Olive St., stated she has no issues with the current operation of the property.

Kristeen Colby, applicant, shared that Richard Barton, neighbor at 116 Olive St., had left a note and a gift in support of her property tonight.

Motion to close the public hearing by Reilly, seconded by Cantwell-Jackson.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, public hearing closed.

**2) Board Action**

**Application of: Jesse Purcell, Special Use Permit for a Short-Term Rental, 71 Virginia St.**

Domenico stated that the property is well maintained and he doesn't have any issues.

Weber stated the importance of the Site Plan and the number of parking spaces being delineated and confirmed that there are four parking spaces for this project.

Pelletieri stated the project looks good to him, including the number of parking spaces.

Motion to issue a negative declaration for purposes of SEQR by Domenico, seconded by Weber.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, declaration moved.

Motion to find the project in conformance with LWRP policy standards and conditions by Cantwell-Jackson, seconded by Reilly.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, declaration moved.

Matthew Rogers, Development Code Administrator, stated that the conditions recommended in the staff report are drawn straight from the Law and will be standard across all approvals.

Motion to approve Special Use Permit for a Short-Term Rental with the following conditions, 1) applicant shall apply for a Short-Term Rental Permit pursuant to §106-104.3 Short Term Rentals, 2) camping shall not be permitted, 3) the Short-Term Rental Permit and a copy of the house rules in conformance with §106-104.3.K shall be displayed in the dwelling unit in a location that is easily visible and noticeable to guests, 4) post on or about the inside of the front room or main door of each dwelling unit a card listing emergency contact information and house rules, 5) comply with Village Code Chapter 188. Peace and Good Order, with respect to noise, 6) comply with the maximum occupancy limits that will be established by the Code Enforcement Officer, 7) parking shall be allowed solely in approved spaces, 8) rental arbitrage shall not be permitted, 9) the owner shall be responsible for all refuse and garbage removal in conformance with §106-96 of the Village Code, and 10) compliance with the signage requirements of §106-104.3 Short Term Rentals, by Reilly, seconded by Domenico.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, project approved.

**Application of: Harbor Hill Cottages, Special Use Permit for a Short-Term Rental, 67 Riverside Dr.**

Motion to issue a negative declaration for purposes of SEQR by Pelletieri, seconded by Weber.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, declaration moved.

Motion to find the project in conformance with LWRP policy standards and conditions by Reilly, seconded by Weber.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, declaration moved.

Reilly asked about a comment that was brought up in Moriarty's letter.

Bobby Hamer, applicant, stated that there aren't any vehicles parking along that stone wall, and added that they've built more parking spaces recently on the property.

Domenico asked if they've done retaining wall work for that parking.

Hamer stated yes, and that the previous year there were four parking spots added.

Motion to approve Special Use Permit for a Short-Term Rental with the following conditions, 1) applicant shall apply for a Short-Term Rental Permit pursuant to §106-104.3 Short Term Rentals, 2) camping shall not be permitted, 3) the Short-Term Rental Permit and a copy of the house rules in conformance with §106-104.3.K shall be displayed in the dwelling unit in a location that is easily visible and noticeable to guests, 4) post on or about the inside of the front room or main door of each dwelling unit a card listing emergency contact information and house rules, 5) comply with Village Code Chapter 188. Peace and Good Order, with respect to noise, 6) comply with the maximum occupancy limits that will be established by the Code Enforcement Officer, 7) parking shall be allowed solely in approved spaces, 8) rental arbitrage shall not be permitted, 9) the owner shall be responsible for all refuse and garbage removal in conformance with §106-96 of the Village Code, and 10) compliance with the signage requirements of §106-104.3 Short Term Rentals, by Weber, seconded by Domenico.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, project approved.

**Application of: Kristeen Colby, Special Use Permit for a Short-Term Rental, 117 Olive St.**

Motion to issue a negative declaration for purposes of SEQR by Reilly, seconded by Cantwell-Jackson.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, declaration moved.

Motion to find the project in conformance with LWRP policy standards and conditions by Weber, seconded by Domenico.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, declaration moved.

Cantwell-Jackson stated that this property has always looked good.

Weber asked about the condition to only allow parking in the approved spaces and noted the lack of clarity on where those spaces are in this site plan, and practicing that level of detail moving forward. He noted that parking does not seem to be an issue for this applicant.

Reilly asked about approving street parking.

Rogers stated that the seasonality of parking allowed off-street would dictate a space for parking elsewhere in the winter and that can be made a condition or part of what the applicant includes in a notice to the tenants as part of the house rules.

Motion to approve Special Use Permit for a Short-Term Rental with the following conditions, 1) applicant shall apply for a Short-Term Rental Permit pursuant to §106-104.3 Short Term Rentals, 2) camping shall not be permitted, 3) the Short-Term Rental Permit and a copy of the house rules in conformance with §106-104.3.K shall be displayed in the dwelling unit in a location that is easily visible and noticeable to guests, 4) post on or about the inside of the front room or main door of each dwelling unit a card listing emergency contact information and house rules, 5) comply with Village Code Chapter 188. Peace and Good Order, with respect to noise, 6) comply with the maximum occupancy limits that will be established by the Code Enforcement Officer, 7) parking shall be allowed solely in approved spaces, 8) rental arbitrage shall not be permitted, 9) the owner shall be responsible for all refuse and garbage removal in conformance with §106-96 of the Village Code, and 10) compliance with the signage requirements of §106-104.3 Short Term Rentals, by Domenico, seconded by Reilly.

Pelletieri asked for a Roll Call Vote.

Roll Call: Cantwell-Jackson, yes; Weber, yes; Domenico, yes; Reilly, yes; and Pelletieri, yes.

All in favor, project approved.

### III. OLD BUSINESS

### IV. NEW BUSINESS

### V. ADJOURNMENT

Motion to adjourn the meeting by Cantwell-Jackson, seconded by Weber.

Meeting was officially adjourned at 5:43pm.

Meeting Minutes prepared by Cassandra Hopkins, Administrative Assistant