



Village of Saranac Lake

Planning Department
39 Main St.
Saranac Lake, NY
Phone (518)891-4150
www.saranaclakeny.gov

VILLAGE OF SARANAC LAKE DEVELOPMENT BOARD MEETING MINUTES 1/4/2022

ATTENDANCE

Development Board Members:
Donna Difara, Chairperson, Present
Adam Harris, Present
Elias Pelletieri, Present
Rick Weber, Present
Paul Herrmann, Present 6:06pm
Bill Domenico, Alternate, Excused

Paul Blaine, Development Code Administrator, Present

CONVENE

Chair, Donna Difara opened the meeting at 6:00pm.

Motion to approve December 7, 2021 Regular Meeting Minutes by Rick Weber, seconded by Elias Pelletieri.

Chair Difara asked for a Roll Call Vote.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; and Difara, yes All in favor, meeting minutes approved.

PUBLIC COMMENT

Chair Difara asked for public comment.

No one chose to speak.

Motion to close public comment by Elias Pelletieri, seconded by Rick Weber.

Roll Call: Adam Harris, yes; Pelletieri, yes; Weber, yes; and Difara, yes All in favor.

PUBLIC HEARING – Cook & Stump LLC, Site Plan Review for a rooftop bar at 65 Broadway

Tim Northrup of Northwoods Engineering described phase II of the project, to create a rooftop bar/lounge.

Rick Weber asked about the sails durability against wind and weather. Tim Northrup explain the color is tan and that the item is designed to be outside.

Paul Herrmann asked about the structure of building being able to hold the weight. He also asked if this building would have three bars once project completed and if owner was prepared for staffing and crowd control.

Elias Pelletieri asked about the paperwork indicating Cook and Stump LLC and Jim Williams being the owner. Jim Williams clarified that he is the owner of Cook and Stump LLC. He also asked about the environmental assessment paperwork indicating wet lands. Tim Northrup indicated that the map is inaccurate.

Donna Difara asked about the storm water runoff. Tim Northrup indicated that there will be gutters added to the building. He also indicated that in the first phase of this project the DPW Superintendent was consulted to see if there was run off that caused hazards to the sidewalk or street, none were reported.

Chair Difara asked for public comment on the project. No one spoke.

Motion to close public comment by Adam Harris, seconded by Elias Pelletieri.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; and Difara, yes All in favor.

Motion to issue a negative declaration for purposes of SEQR by Weber, seconded by Difara. Difara asked for a Roll Call Vote.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; Difara, yes; Herrmann, abstain; declaration moved.

Motion to find the project in conformance with LWRP policy standards and conditions by Harris, seconded by Pelletieri. Difara asked for a Roll Call Vote.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; Difara, yes; Herrmann, abstain; declaration moved.

Motion to approve Site Plan with condition that a revised site plan be submitted to the Development Code Administrator that reflects the concrete landing not encroaching on the adjacent right of way by Pelletieri, seconded by Harris. Difara asked for a Roll Call Vote.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; Difara, yes; Herrmann, abstain; project approved with condition.

OLD BUSINESS

The board discussed adoption of a public comment policy. The template used by the Village Board was discussed.

Motion to adopt public comment policy by Weber, seconded by Harris. Difara asked for a Roll Call Vote.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; Difara, yes; Herrmann, yes; motion approved. The schedule is attached and made part of these minutes.

Paul Blaine explained proposed Code Amendments to the board to include; removing definitions not otherwise referenced in the Code, manufactured home design standards, subdivision regulations and minimum lot sizes.

The Board members individually brainstormed potential Code changes and additions based on issues that have been brought to their attention, in addition to the existing list which is issue-driven and based on the direction the Development Code Administrator received from the Board of Trustees.

The Board will continue this discussion at the next regular meeting.

NEW BUSINESS

The meeting schedule for 2022 was discussed. The Board approved meeting the first and third Tuesday of each month. The schedule is attached and made part of these minutes.

ADJOURNMENT

Motion to adjourn the meeting by Herrmann, seconded by Pelletieri.

Chair Difara asked for a Roll Call Vote.

Roll Call: Harris, yes; Pelletieri, yes; Weber, yes; Herrmann, yes; and Difara, yes.

All in favor, meeting adjourned.

Meeting was officially adjourned at 7:38pm.

Meeting minutes prepared by Paul Blaine, on January 6th, 2022

Development Code Administrator

PUBLIC COMMENT POLICY

1. Anyone may speak to the Development Board during the public comment period of a public hearing or the public comment period of the meeting.
2. As a courtesy we ask each speaker to give their name and village resident or not.
3. Each speaker must be recognized by the chairperson before speaking.
4. Individual public comment is limited to 3 minutes and may be shortened by the meeting chairperson.
5. When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the chair may require that the group(s) designate not more than two spokespersons and limit the total time public comment to 2.5 minutes for each point of view or side of an issue.
6. Individual time may not be assigned/given to another.
7. A public hearing is meant to encourage resident comment and the expression of opinion, not a direct debate, nor should a commenter be intimidated by a village board rebuttal, therefore public hearings are limited to public comment and should a village response be asked by individuals the response shall be generally given after the public hearing during the village board regular meeting, or subsequently, by telephone or letter, unless factual in nature where the facts are fully known by staff, in which case a village official may respond.
8. All remarks shall be addressed to the board as a body and not to any individual member thereof.
9. Interested parties or their representatives may address the board at any time by written or electronic communications.
10. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.

2022 Development Board meeting schedule

- January 4
- January 18
- February 1
- February 15
- March 1
- March 15
- April 5
- April 19
- May 3
- May 17
- June 7
- June 21
- July 5
- July 19
- August 2
- August 16
- September 6
- September 20
- October 4
- October 18
- November 1
- November 15
- December 6
- December 20