



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

DEVELOPMENT BOARD MEETING AGENDA 5:00PM TUESDAY, MAY 7, 2024

This meeting will be held in the Village Board Room and may be viewed through ZOOM Enter at the side door of the building, 39 Main Street

<https://us02web.zoom.us/j/5184919884?pwd=Nk5lSVZQNjgvbS9tbitMZG93M2xZUT09>

Meeting ID: 518 491 9884

Passcode: 704556

I. APPROVAL OF MINUTES

- 1) March 5, 2024 Regular Meeting Minutes
- 2) April 16, 2024 SUP STR Meeting Minutes

II. ITEMS FOR BOARD ACTION

1) Public Hearings

- A. Public Hearing for the Application of: Hold North Properties, Area Variance application seeking approval of three area variances: Front yard area variance for a principal building, area variance for a residential dwelling to be considered a secondary dwelling, and an area variance for an accessory structure in the front yard for Tax Map Parcels #447.62-1-5; 32.182-4-1; 32.166-2-1
- B. Public Hearing for the Application of: Stacey Allott, Area Variance application for two parking lots in the front yards, bordering Lake Flower Ave for Tax Map Parcel #32.296-2-8
- C. Public Hearing for the Application of: Pendragon Theater, Site Plan Review for Tax Map Parcel #447.69-5-1
- D. Public Hearing for the Application of: 91Trestle Street, LLC, Site Plan Review for Tax Map #: 447.69-48

2) Board Action

- A. Public Hearing for the Application of: Hold North Properties, Area Variance application seeking approval of three area variances: Front yard area variance for a principal building, area variance for a residential dwelling to be considered a secondary dwelling, and an area variance for an accessory structure in the front yard for Tax Map Parcels #447.62-1-5; 32.182-4-1; 32.166-2-1
- B. Application of:: Stacey Allott, Area Variance application for two parking lots in the front yards, bordering Lake Flower Ave for Tax Map Parcel #32.296-2-8
- C. Application of: Pendragon Theater, Site Plan Review for Tax Map Parcel #447.69-5-1
- D. Application of: Trestle Street, LLC, Site Plan Review for Tax Map #: 447.69-48

- III. OLD BUSINESS**
- IV. NEW BUSINESS**
- V. ADJOURNMENT**



Village of Saranac Lake - Planning Department
 39 Main St.
 Saranac Lake, NY 12983
 Phone (518) 891-4150
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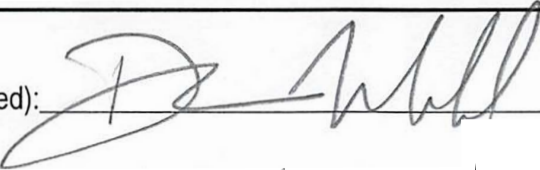
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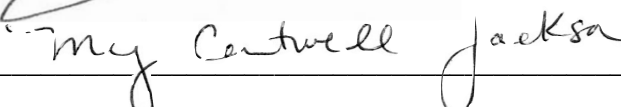
- A complete application must include a dimensioned plot plan
- Area Variance application fee - \$200.00
- Incomplete applications will not be placed on the Development Board agenda
- Dependent on the project scope, a public hearing may be required: <https://ecode360.com/31626259>
- Area Variance regulations can be found at: <https://ecode360.com/31627468>

AREA VARIANCE APPLICATION			
Project Address: 132 Bloomingdale Ave, Saranac Lake, NY		Tax Map #: 447.62-1-5	Zoning District
Property Owner Name: Hold North Properties, David Webb		Applicant Name (if different): Meg Cantwell Jackson	
Address: P.O. Box 1317		Address: 272 Forest Hill Ave	
City: Lake Placid	State: NY	City: Saranac Lake	State: NY
Phone: Dave Cell: 518-524-0241	Zip: 12946	Phone: 203-903-3218	Zip: 12983
Email: davewebblp@gmail.com		Email: meg@cantwelljackson.com	

Please provide a written description of the project. The narrative should describe why a variance is requested.

Narrative
<p>Seeking approval of three area variances: Front yard area variance for a principal building (Building #1), area variance for a residential dwelling to be considered a secondary dwelling (Building #2), and an area variance for an accessory structure in the front yard (Building #2), located in Saranac Lake, NY 12983 (Tax Map Parcels #447.62-1-5; 32.182-4-1; 32.166-2-1.) Property is split with Franklin County, and Essex County. The portion of parcel within Franklin county currently has a three car garage (referred from here in as Building 1). The portion of parcel located in Essex county currently has a three story mixed use building consisting of office space and apartments with a gravel area with parking for four (4) vehicles (to remain), and a two stall single-story garage (referred from here in as Building 2) in the rear of the property.</p> <p>Owner wishes to take down both existing garages, and replace with two (2) three-bay garages for tenant use, with apartments incorporated as follows:</p> <p>Proposed Building 1 - within Franklin County: Three- bay garage for tenants, with Single unit apartment at ground level, rear (640 ft²) Second level to consist of two additional single unit apartments, (692 ft² & 780ft² respectively)</p> <p>Proposed Building 2 - within Essex County: Three-bay garage for tenants, with covered porches facing the river at ground level. Second level to consist of one (1) single unit apartment, (780 ft²) There will be an area to the side of building 2 for a covered waste container portico with pony walls to shield bins from roadside. Waste container portico will have space four (4) totes.</p>

Property Owner Signature(required):  Date: 4-24-24

Applicant Signature(if different):  Date: 4-24-24

Refer to Code dimensional standards at: <https://ecode360.com/attachment/SA0109/SA0109-106b%20Schedule%202.pdf> to complete the 'Allowed/Required' column on the Project Data Table below. Complete the 'Requested Relief' column for each standard from which a variance is requested.

Zoning area E2 REFER TO ATTACHMENT #1

Project Data Table	Allowed/ Required	Proposed	Requested Relief
Lot Area			
Front Setback			
Rear Setback			
Side Setback			
Shoreline Setback			
% of lot coverage by principle building			
% of lot coverage by impervious surface			
Building Height/Stories			

Criteria Response

In making its determination, the Development Board shall take into consideration the benefit to the applicant if the Area Variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. In making such determination, the Development Board must also consider the criteria below.

1. Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance:

Explanation
It is not our belief that a undesirable change will be made. The two new proposed buildings will be over the footprint of two older buildings on the rear of the property's principle building.

2. Whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than an area variance:

Explanation
The potential to place a larger single building in the front as Zoning area E2 states is mandatory was explored, but we felt it would be best to maintain the green space by the corner of Bloomingdale ave and Pine street. By reusing the existing locations of the two older buildings, we are disturbing much less green space and keeping the property's character intact.

Criteria Response, continued

3. Whether the requested area variance is substantial:

Explanation

Per numbers mandated yes, however realistically setbacks are not a one size fits all. This property is unique for its lot size within the village limits. Given its close proximity to a busy intersection, and public river access, it is important to maintain the green space at the roadside.

4. Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district:

Explanation

No, it is minimally invasive as they are in the rear of existing principle building, taking place of existing building's locations.

5. Whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the Zoning Board of Appeals, but shall not necessarily preclude the granting of the area variance:

Explanation

Although asking for the proposed buildings to go where the existing back buildings are currently located is technically self created difficulty, we strongly believe it is a much better option for tenants, than having housing abutted to the busy roadside.

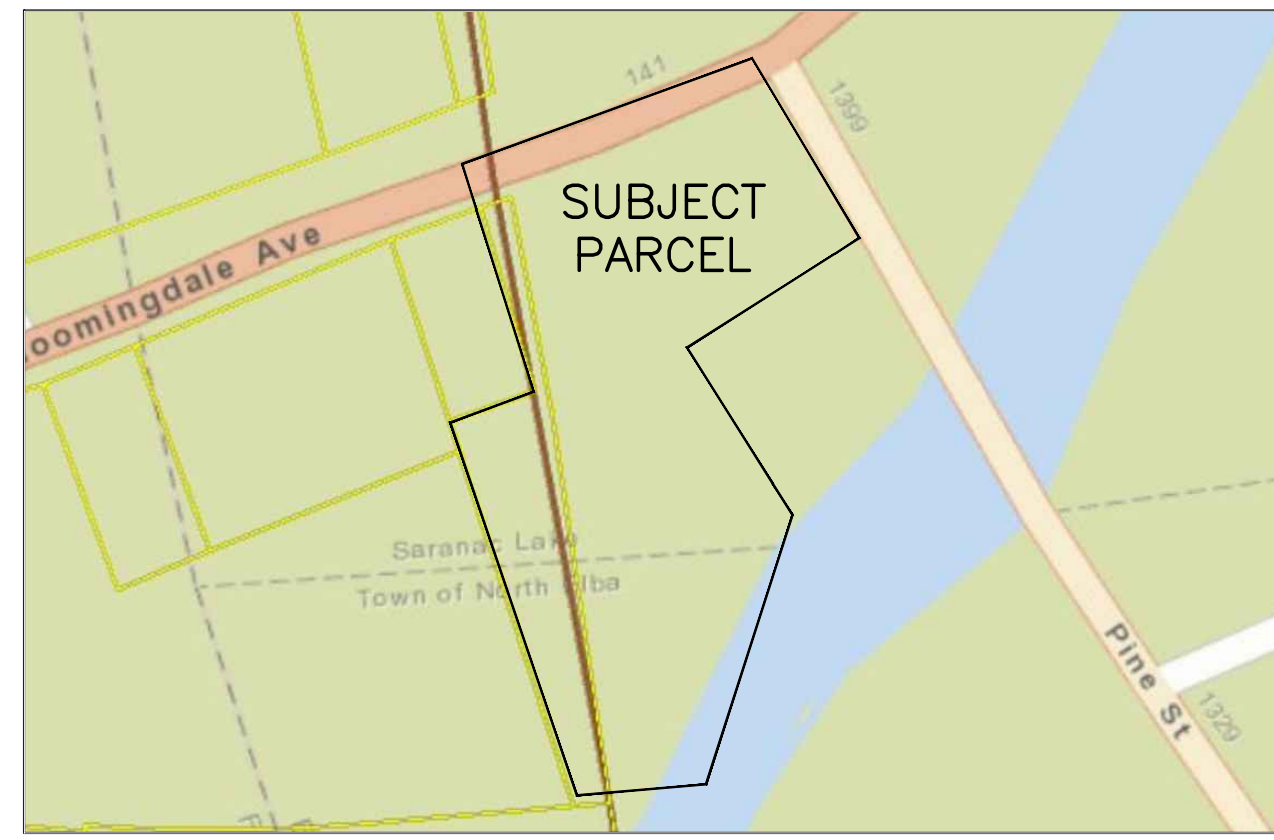
Attachment #1

Building #1: Multifamily (Principal Building)			
Project Data Table	Allowed/ Required	Proposed	Requested Relief
Lot Area: Zone E-2	Site Plan Review	(1.417 Acres inclusive of road bounds and river) 1.13 acres sans road bounds and river	N/A
Front Setback: Facing Pine St.	0ft. [Mandatory]	201.5+/- ft [Pine St.]	201.5+/-ft. [Pine St.]
Rear Setback [no rear yard]	N/A	N/A	N/A
Side Setback	0ft.	North 2+/-in [to parcel 447.62-1-6] West: 17+/-in [to parcels 447.62-1-7; 447.70-2-1] East: 80+/-ft. [to parcel 32.166-2-2] South: 195+/-ft. [to parcel 446.68-8-1]	N/A
Shoreline Setback	50ft	180+/- ft	N/A
% of lot coverage by principle building	Site Plan Review	Existing Principle: 3.46% Proposed Principle 3.98%	Site Plan Review per Schedule 2 - Dimensional Standards
% of lot covered by impervious surface	Site Plan Review	Exg. Asphalt drive 11.83% Proposed additional asphalt to be added .93% Total: 12.76%	Site Plan Review per Schedule 2 - Dimensional Standards
Building height/stories	24 ft. min/2 stories, Max: Site Plan Review	24'-2"	N/A

Building #2: Proposed Secondary Dwelling Unit (Accessory Structure)			
Project Data Table	Allowed/ Required	Proposed	Requested Relief
Lot Area: Zone E-2	Site Plan Review	(1.417 Acres inclusive of road bounds and river) 1.13 acres sans road bounds and river	N/A

Attachment #1

Front Setback: Facing Bloomingdale Ave.	NP [must be located behind principle building]	Proposed to be located behind Building #1 and existing principle building	N/A
Front Setback: Facing Pine St.	NP [must be located behind principal building]	Proposed to be located in front of Building #1	Accessory building proposed at 38'3" in front of Building #1.
Rear Setback [no rear yard]	N/A	N/A	N/A
Side Setback	8ft.	East: 9'6" [to parcel 32.166-2-2] West: 84ft. [to parcel 447.70-1-2.1]	
Shoreline Setback	50ft.	89+/-ft.	N/A
% of lot coverage by principle building	Site Plan Review	N/A	Site Plan Review per Schedule 2 - Dimensional Standards
% of lot covered by impervious surface	Site Plan Review	Exg. Asphalt drive 11.83% Proposed additional asphalt to be added .93% Total: 12.76%	Site Plan Review per Schedule 2 - Dimensional Standards
Building height/stories	24ft. min/2 stories, Max: Site Plan Review	24'2"	N/A



LOCATION MAP
NOT TO SCALE

LEGEND

- Boundary Line
- Adjoiner Line
- Road (paved)
- Overhead wires
- Fenceline
- Catch basin
- Manhole
- Utility pole
- Hydrant
- Water valve
- Tree line
- Found iron pipe/rebar
- Set 5/8" capped rebar
- Calculated corner

MAP REFERENCES

1. See map entitled, "SHOWING SURVEY OF PROPERTY FOR RONALD H. DELAIR" prepared by Glenn Odone L.S. and dated July 22, 1976.

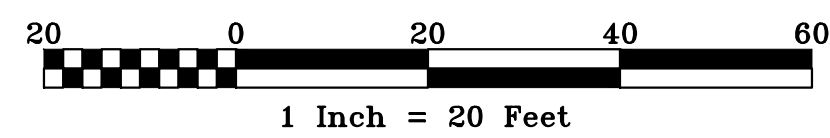
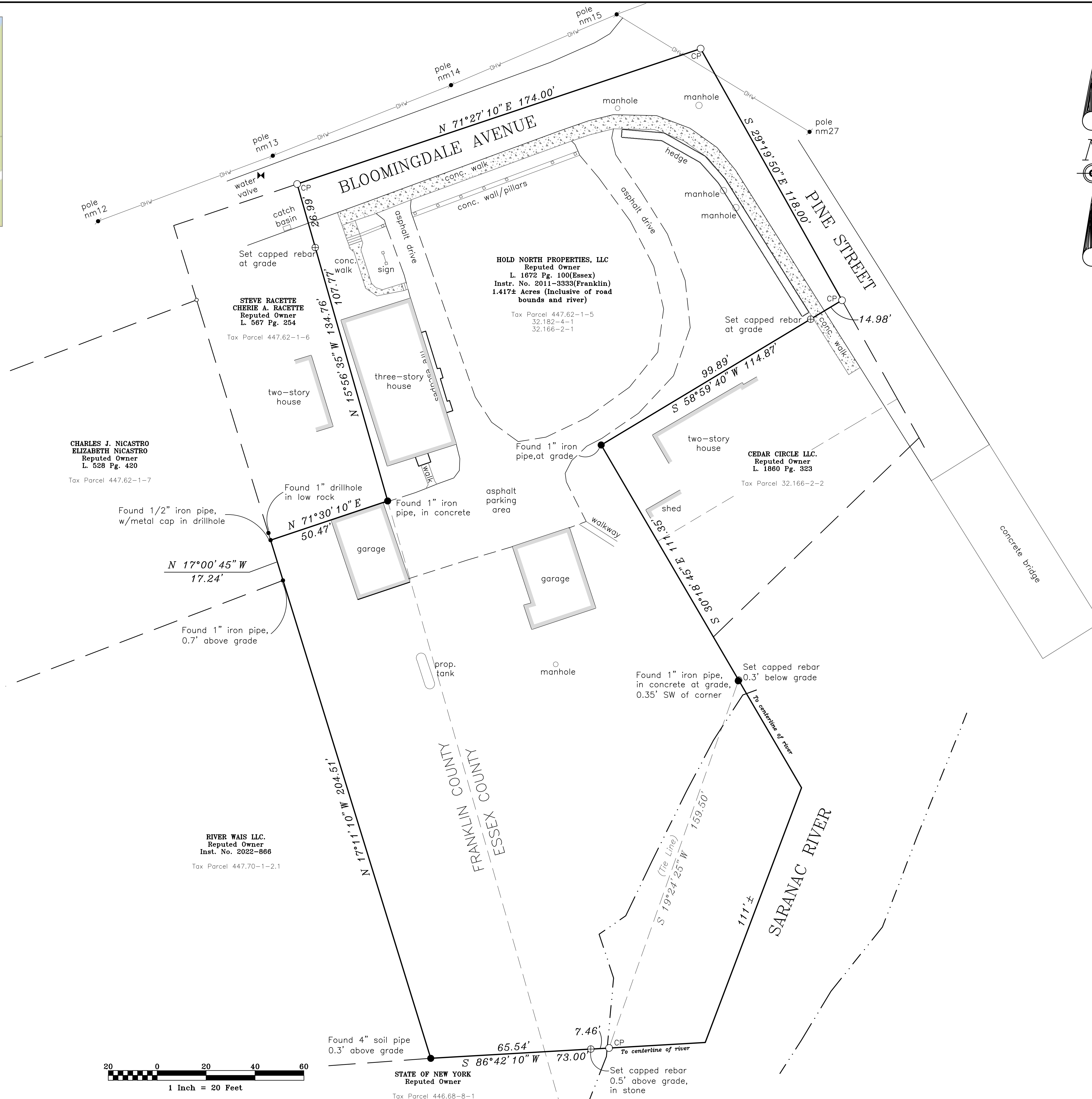
NOTES

1. This survey was prepared without the benefit of an updated Abstract of Title and is subject to whatever facts an updated Abstract of Title may show.

ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S EMBOSSED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES.

Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, sub-division 2, of the New York State Education Law.

Certifications, if any, indicated hereon signify that this survey was prepared in accordance with the existing Code of Practice for Land Surveys adopted by the New York State Association of Professional Land Surveyors. Said certifications shall run only to the person for whom the survey is prepared, and on his behalf to the title company, governmental agency and lending institution listed hereon, and to the assignees of the lending institution. Certifications are not transferable to any additional institutions or subsequent owners.



GEOMATICS
land surveying, pc

Robbie Lalonde, LS
SARANAC LAKE, NY
P.O. BOX 1277
518-891-6218
ralonde@geomatists.com www.geomatists.pro

MAP OF SURVEY
PREPARED FOR
HOLD NORTH PROPERTIES LLC.
SITUATE IN LOT 11, TOWNSHIP 11 OLD MILITARY TRACT R.S., TOWN OF ST. ARMAND,
COUNTY OF ESSEX & SOUTHEAST ONE-QUARTER OF TOWNSHIP 21, GREAT TRACT ONE
MACOMB'S PURCHASE, TOWN OF HARRIETSTOWN, COUNTY OF FRANKLIN,
AND STATE OF NEW YORK

REVISIONS	/ DATE	/ BY
COPYRIGHT	2023	
CHECKED BY	REL	
DRAWN BY	REL	
DATE	SURVEY 04/19/2023 MAP 05/19/2023	
SCALE	IN./FT. 1=30' RATIO 1:360	
TAX MAP NO.	447.62-1-5 32.182-4-1 36.166-2-1	
MAP NO.	23009	

CAD File: 23009.dwg



REAR VIEW OF EXISTING PRIMARY BUILDING (LOCATED IN TOWN OF ST. ARMAND / ESSEX COUNTY)
EXISTING THREE (3) BAY GARAGE, SEEN PICTURED LEFT, TO BE REMOVED FOR NEW BUILDING 1



EXISTING THREE (3) BAY GARAGE TO BE REMOVED FOR NEW BUILDING 1
(LOCATED INSIDE VILLAGE LINE, FRANKLIN COUNTY)
TO CONSIST OF THREE (3) BAY GARAGE FOR TENANTS, SINGLE UNIT APARTMENT IN REAR
AND TWO (2) ADDITIONAL SINGLE UNIT APARTMENTS ABOVE



VIEW TO BACKYARD, SARANAC RIVER BEYOND
EXISTING GARAGE 2 SHOWN LEFT



EXISTING TWO (2) BAY GARAGE TO BE REMOVED FOR NEW BUILDING 2
(LOCATED INSIDE TOWN OF ST. ARMAND, ESSEX COUNTY)
TO CONSIST OF THREE (3) BAY GARAGE FOR TENANTS, WASTE PORTICO TO RIGHT SIDE OF GARAGE WITH
PONY WALLS AT SIDES TO BLOCK VIEW OF BINS FROM STREET/RIVER
& PORCH ON REAR OF BUILDING FOR TENANT USE.
ONE (1) SINGLE UNIT APARTMENT ABOVE



EXISTING TWO (2) BAY GARAGE TO BE REMOVED FOR NEW BUILDING 2
(LOCATED INSIDE TOWN OF ST. ARMAND, ESSEX COUNTY)
TO CONSIST OF THREE (3) BAY GARAGE FOR TENANTS, WASTE PORTICO TO RIGHT SIDE OF GARAGE WITH
PONY WALLS AT SIDES TO BLOCK VIEW OF BINS FROM STREET/RIVER
& PORCH ON REAR OF BUILDING FOR TENANT USE.
ONE (1) SINGLE UNIT APARTMENT ABOVE



SIDE VIEW OF EXISTING TWO (2) BAY GARAGE TO BE REMOVED FOR NEW BUILDING 2 (LOCATED INSIDE TOWN OF ST. ARMAND, ESSEX COUNTY) TO CONSIST OF THREE (3) BAY GARAGE FOR TENANTS, WASTE PORTICO TO RIGHT SIDE OF GARAGE WITH PONY WALLS AT SIDES TO BLOCK VIEW OF BINS FROM STREET/RIVER & PORCH ON REAR OF BUILDING FOR TENANT USE. ONE (1) SINGLE UNIT APARTMENT ABOVE

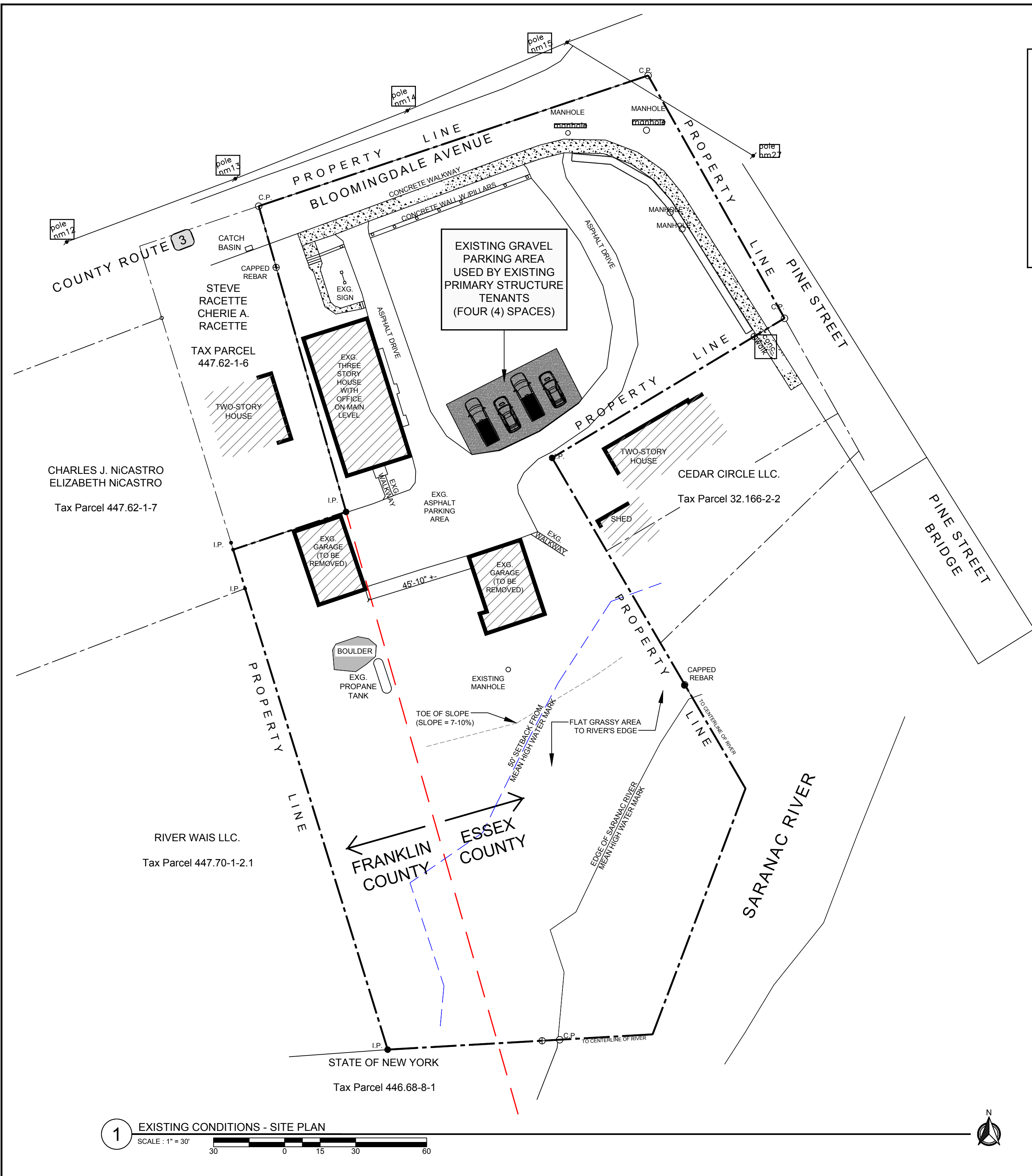


REAR VIEW OF EXISTING TWO (2) BAY GARAGE TO BE REMOVED FOR NEW BUILDING 2
(LOCATED INSIDE TOWN OF ST. ARMAND, ESSEX COUNTY)
EXISTING SEWER MAIN LOCATION SHOWN



BACK PORCH OF EXISTING TWO (2) BAY GARAGE TO BE REMOVED FOR NEW BUILDING 2
(LOCATED INSIDE TOWN OF ST. ARMAND, ESSEX COUNTY)

VIEW OF BACKYARD TOWARDS SARANAC RIVER, PINE STREET BRIDGE IN BACKGROUND



HOLD NORTH PROPERTIES
 132 BLOOMINGDALE AVE, SLNY 12983

PARCEL AS A WHOLE IS EXG. MULTIUSE: OFFICE SPACE & MUTIFAMILY HOUSING WITH TWO EXG. GARAGES IN REAR.

PORTION LOCATED FRANKLIN COUNTY CLASSIFIED AS VACANT LAND WITH IMPROVEMENTS
 TAX ID: 447.62-1-5

PORTION LOCATED IN ESSEX COUNTY CLASSIFIED AS CONVERTED RESIDENCE
 TAX ID: 32.166-2-1.000

ZONING DISTRICT: E2



CantwellJackson
 DESIGN BUILD

203.903.3218
 meg@cantwelljackson.com

HOLD NORTH PROPERTIES

DAVE WEBB

132 BLOOMINGDALE AVE
 SARANAC LAKE, NY 12983

ISSUE DATE & SCALE:
 DATE: 4-24-24
 SCALE: AS SHOWN

1 EXISTING CONDITIONS - SITE PLAN

SCALE: 1" = 30'

30 0 15 30 60

TITLE / DRAWING NUMBER

EXISTING CONDITIONS
 SITE PLAN

PR1_4.00



CantwellJackson
DESIGN BUILD

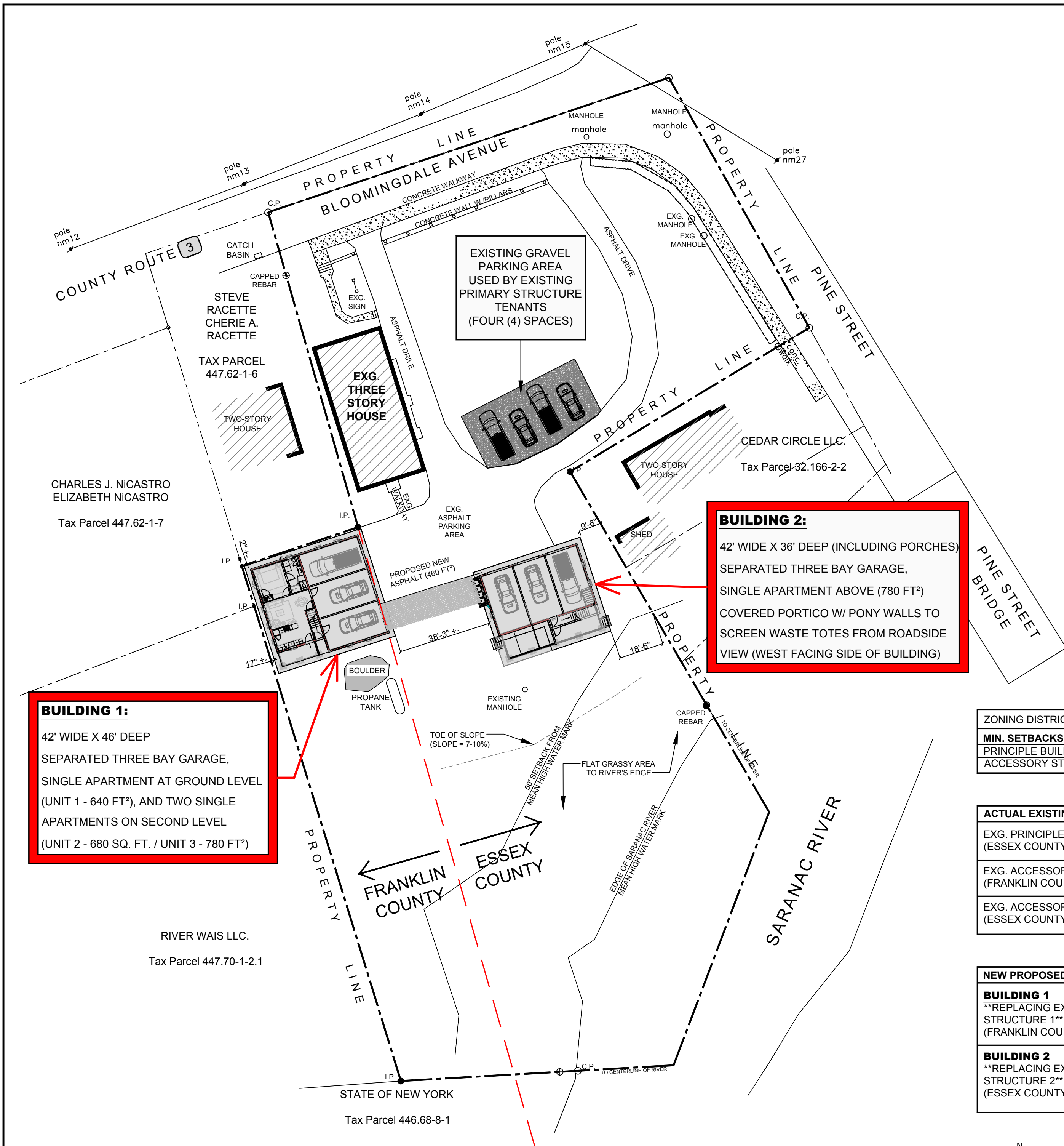
203 . 903 . 3218
meg@cantwelljackson.com
2024

HOLD NORTH
PROPERTIES

DAVE WEBB

132 BLOOMINGDALE AVE
SARANAC LAKE, NY 12983

ISSUE DATE & SCALE:
DATE: 4-24-24
SCALE: AS SHOWN



BUILDING 1:
 42' WIDE X 46' DEEP
 SEPARATED THREE BAY GARAGE,
 SINGLE APARTMENT AT GROUND LEVEL
 (UNIT 1 - 640 FT²), AND TWO SINGLE
 APARTMENTS ON SECOND LEVEL
 (UNIT 2 - 680 SQ. FT. / UNIT 3 - 780 FT²)

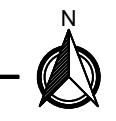
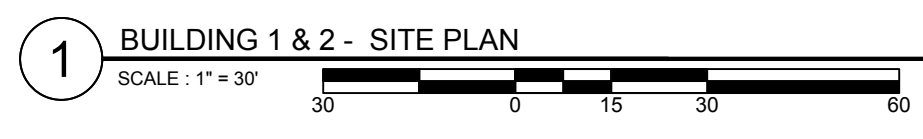
BUILDING 2:
 42' WIDE X 36' DEEP (INCLUDING PORCHES)
 SEPARATED THREE BAY GARAGE,
 SINGLE APARTMENT ABOVE (780 FT²)
 COVERED PORTICO W/ PONY WALLS TO
 SCREEN WASTE TOTES FROM ROADSIDE
 VIEW (WEST FACING SIDE OF BUILDING)

ZONING DISTRICT: **E2 (APPLIES TO ACCESSORY STRUCTURE 1 ONLY)**

MIN. SETBACKS REQ'D:	FRONT	REAR	SIDE
PRINCIPLE BUILDING	0' MANDATED	0'	0'
ACCESSORY STRUCTURE	NOT ALLOWED	8'	8'

ACTUAL EXISTING SETBACKS:	FRONT	REAR	SIDE
EXG. PRINCIPLE BUILDING (ESSEX COUNTY)	BROADWAY 60' PINE ST. 156'	RIGHT SIDE: 250' LEFT SIDE: 260'	@FRONT: 24" @BACK: 42"
EXG. ACCESSORY STRUCTURE 1 (FRANKLIN COUNTY)	PINE STREET 205'+-	RIGHT SIDE: 194' LEFT SIDE: 186'	NORTH SIDE: 0' WEST SIDE: 26'-6"
EXG. ACCESSORY STRUCTURE 2 (ESSEX COUNTY)	BROADWAY 168'+-	RIGHT SIDE: 129' LEFT SIDE: 175'	@FRONT: 28'-8" @BACK: 36'-6"

NEW PROPOSED BUILDING SETBACKS:	FRONT	REAR	SIDE
BUILDING 1 **REPLACING EXG. ACCESSORY STRUCTURE 1** (FRANKLIN COUNTY)	PINE STREET 201.5'+-	WEST SIDE: 17"	NORTH SIDE: 2" SOUTHEAST SIDE: 181" RIGHT SIDE: 181" LEFT SIDE: 169"
BUILDING 2 **REPLACING EXG. ACCESSORY STRUCTURE 2** (ESSEX COUNTY)	BROADWAY 168'+-	SOUTHEAST FACING SIDE RIGHT SIDE: 130' LEFT SIDE: 170'	NORTH EAST FACING @FRONT: 9'-6" @BACK: 18'-6"



TITLE
/ DRAWING NUMBER

PROPOSED BUILDINGS
SITE PLAN

PR1_4.10



Village of Saranac Lake - Planning Department

39 Main St.
Saranac Lake, NY 12983
Phone (518) 891-4150
www.saranacnyny.gov

Instructions:

- A complete application must include a dimensioned plot plan
- Area Variance application fee - \$200.00
- 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>
- Area Variance regulations can be found at: <https://ecode360.com/31627468>

AREA VARIANCE APPLICATION			
Project Address: Lake Flower Ave. Saranac Lake		Tax Map #: 32.296-2-8	Zoning District B-4
Property Owner Name: Stacey L. Allott		Applicant Name (if different):	
Address: P.O. Box 1221		Address:	
City: Saranac Lake	State: NY	City:	State:
Phone: 6518-637-2023	Zip: 12983	Phone:	Zip:
Email: traverseadk@gmail.com		Email:	

Please provide a written description of the project. The narrative should describe why a variance is requested.

Narrative
<p>The project consists of construction of a 20' x 24' post and beam pavilion, renovation of an 8' x 10' shed for bike storage, addition of an 8' x 12' retail structure, installation of a public bike repair station, creation of gravel parking areas and landscaping improvements, and bike racks.</p> <p>A variance is requested for off-street parking spaces. The project is bounded by Lake Flower Avenue (NYS Route 86), both ends of the Turtle Pond Road, and an existing stone wall at the base of a steeper wooded portion of the property.</p>

Property Owner Signature(required): *Stacey L. Allott* Date: 4-11-24

Applicant Signature(if different): _____ Date: _____

Refer to Code dimensional standards at: <https://ecode360.com/attachment/SA0109/SA0109-106b%20Schedule%202.pdf> to complete the 'Allowed/Required' column on the Project Data Table below. Complete the 'Requested Relief' column for each standard from which a variance is requested.

Project Data Table	Allowed/ Required	Proposed	Requested Relief
Lot Area			
Front Setback	NA	front yard	exemption
Rear Setback			
Side Setback			
Shoreline Setback			
% of lot coverage by principle building			
% of lot coverage by impervious surface			
Building Height/Stories			

Criteria Response

In making its determination, the Development Board shall take into consideration the benefit to the applicant if the Area Variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. In making such determination, the Development Board must also consider the criteria below.

1. Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance:

Explanation

Nearby commercial properties all have parking in the front of those lots along NYS Route 86 (eg Coakley's plaza, Hyde Mobil, Aldis). Balsam and pine trees 6-10' in size have been planted along NYS Route 86 on the project area, and coupled with wooded areas adjacent to the proposed development, will assist in limiting the view into the pavilion and bike parking areas. The proposed parking will be substantially more screened from view than the adjoining commercial properties. The off-street parking spaces will not be out of character with the surrounding commercial neighborhood, nor a detriment to nearby properties.

2. Whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than an area variance:

Explanation

The property has three front yards as defined in the development code, plus a decorative stone wall at the base of a steep wooded grade, which makes siting of the parking areas difficult to achieve without a variance. Moving the proposed pavilion closer to the highway would not remedy the situation, as parking would still be in a front yard as defined by code. In addition, the pavilion, if built closer to the road, would be much less aesthetically pleasing and wouldn't blend into the stone wall and wooded hillside as presently planned.

Criteria Response, continued

3. Whether the requested area variance is substantial:

Explanation

The requested area variance is not substantial - the parking requested is approximately 1500 square feet or 10% of the 0.3 acre project area, and only 2% of the entire property area.

4. Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district:

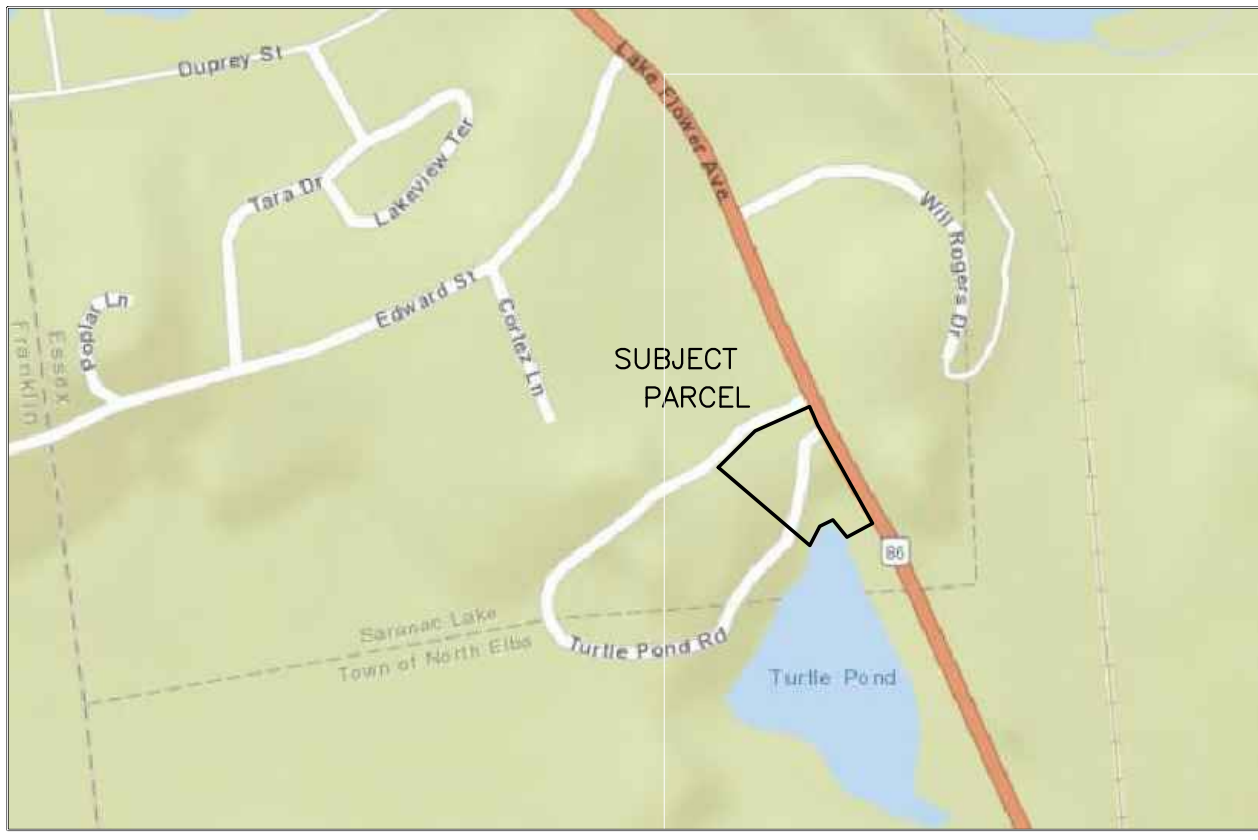
Explanation

The proposed variance will not have an adverse affect on the physical or environmental conditions in the district. The proposed location of the parking is an open grassy area with fairly flat terrain. As opposed to the paved parking lots in the nearby commercial areas, the parking area will be gravel, a semi-permeable material that will have limited drainage run-off.

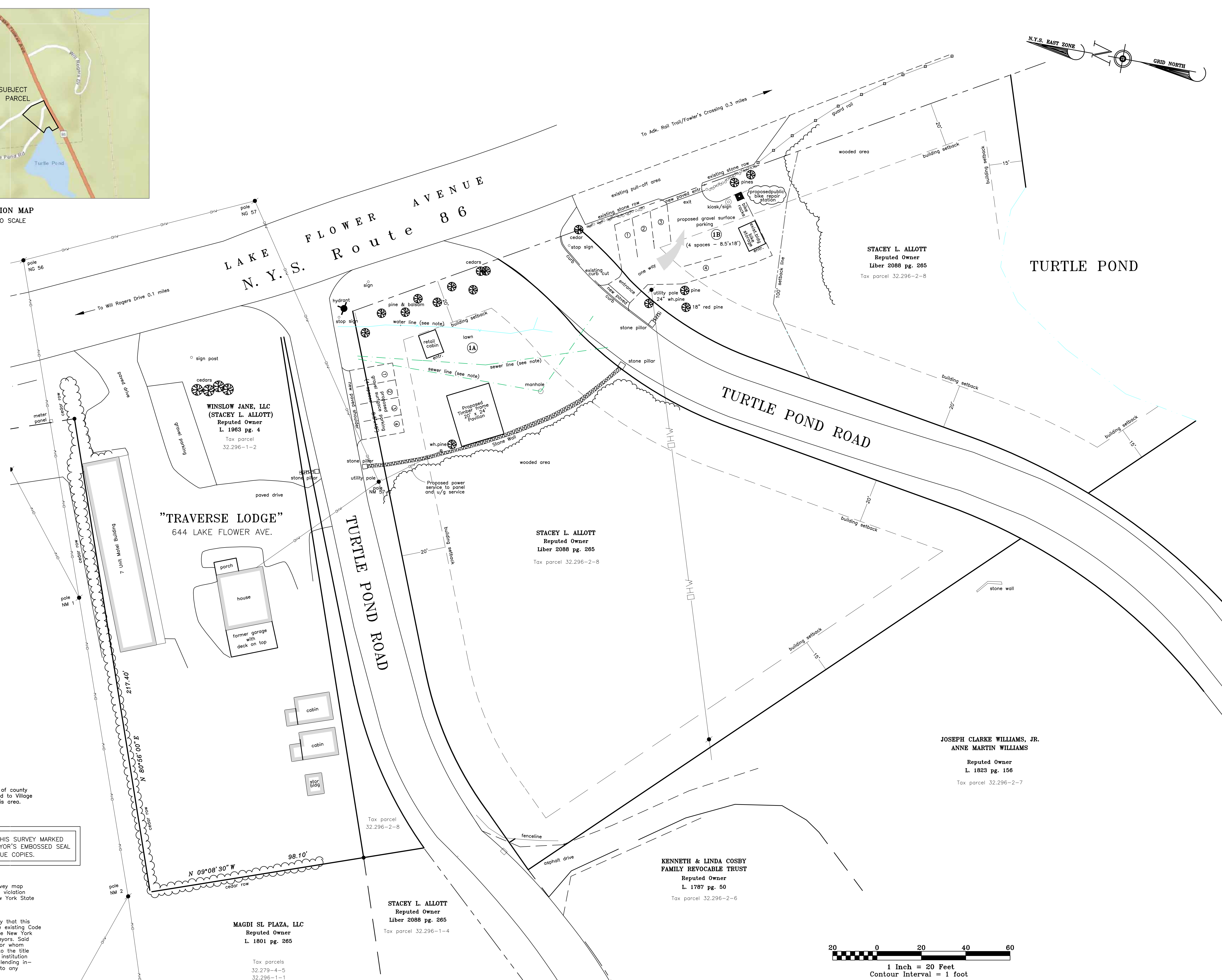
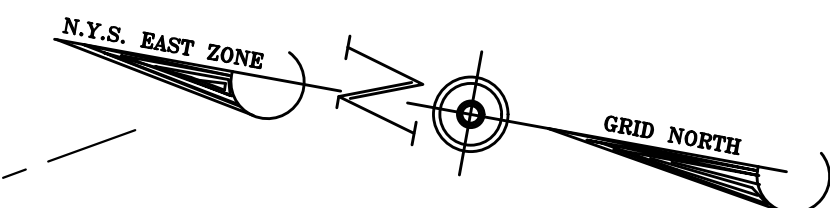
5. Whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the Zoning Board of Appeals, but shall not necessarily preclude the granting of the area variance:

Explanation

The three roads along and bisecting the property create the three front yards according to the development code. This was not self-created.



LOCATION MAP
NOT TO SCALE



NOTES
1. Abstract of title for Lockwood and review of county clerk's records show no easements granted to Village of Saranac Lake for water or sewer in this area.

ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S EMBOSSED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES.

Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, sub-division 2, of the New York State Education Law.

Certifications, if any, indicated hereon signify that this survey was prepared in accordance with the existing Code of Practice for Land Surveys adopted by the New York State Association of Professional Land Surveyors. Said certifications shall run only to the person for whom the survey is prepared, and on his behalf to the title company, governmental agency and lending institution listed hereon, and to the assignees of the lending institution. Certifications are not transferable to any additional institutions or subsequent owners.

MAGDI SL PLAZA, LLC
Reputed Owner
L. 1801 pg. 265
Tax parcels
32.279-4-5
32.296-1-1

STACEY L. ALLOTT
Reputed Owner
Liber 2088 pg. 265
Tax parcel 32.296-1-4

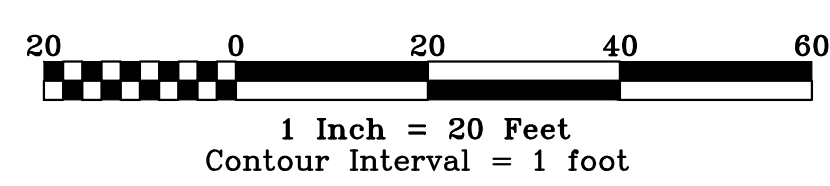
STACEY L. ALLOTT
Reputed Owner
Liber 2088 pg. 265
Tax parcel 32.296-2-8

WINSLOW JANE, LLC
(STACEY L. ALLOTT)
Reputed Owner
L. 1963 pg. 4
Tax parcel 32.296-1-2

"TRAVERSE LODGE"
644 LAKE FLOWER AVE.

KENNETH & LINDA COSBY
FAMILY REVOCABLE TRUST
Reputed Owner
L. 1787 pg. 50
Tax parcel 32.296-2-6

JOSEPH CLARKE WILLIAMS, JR.
ANNE MARTIN WILLIAMS
Reputed Owner
L. 1823 pg. 156
Tax parcel 32.296-2-7

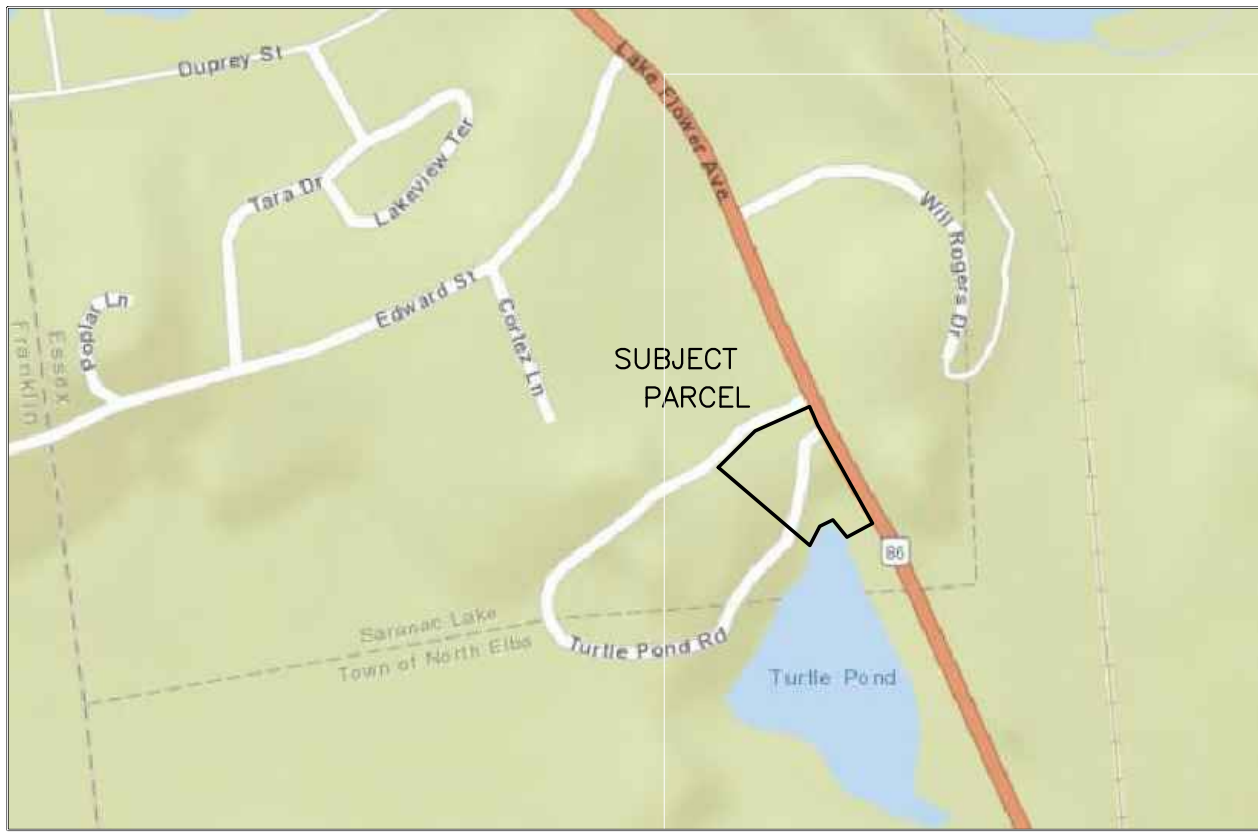


GEOMATICS
land surveying, pc
P.O. BOX 1277 SARANAC LAKE, NY
518-891-6218 Phone
geomatiscps@gmail.com www.geomatiscps.pro

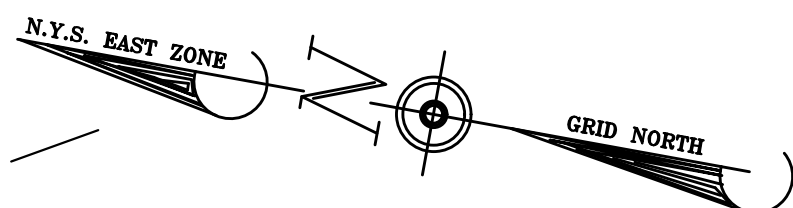
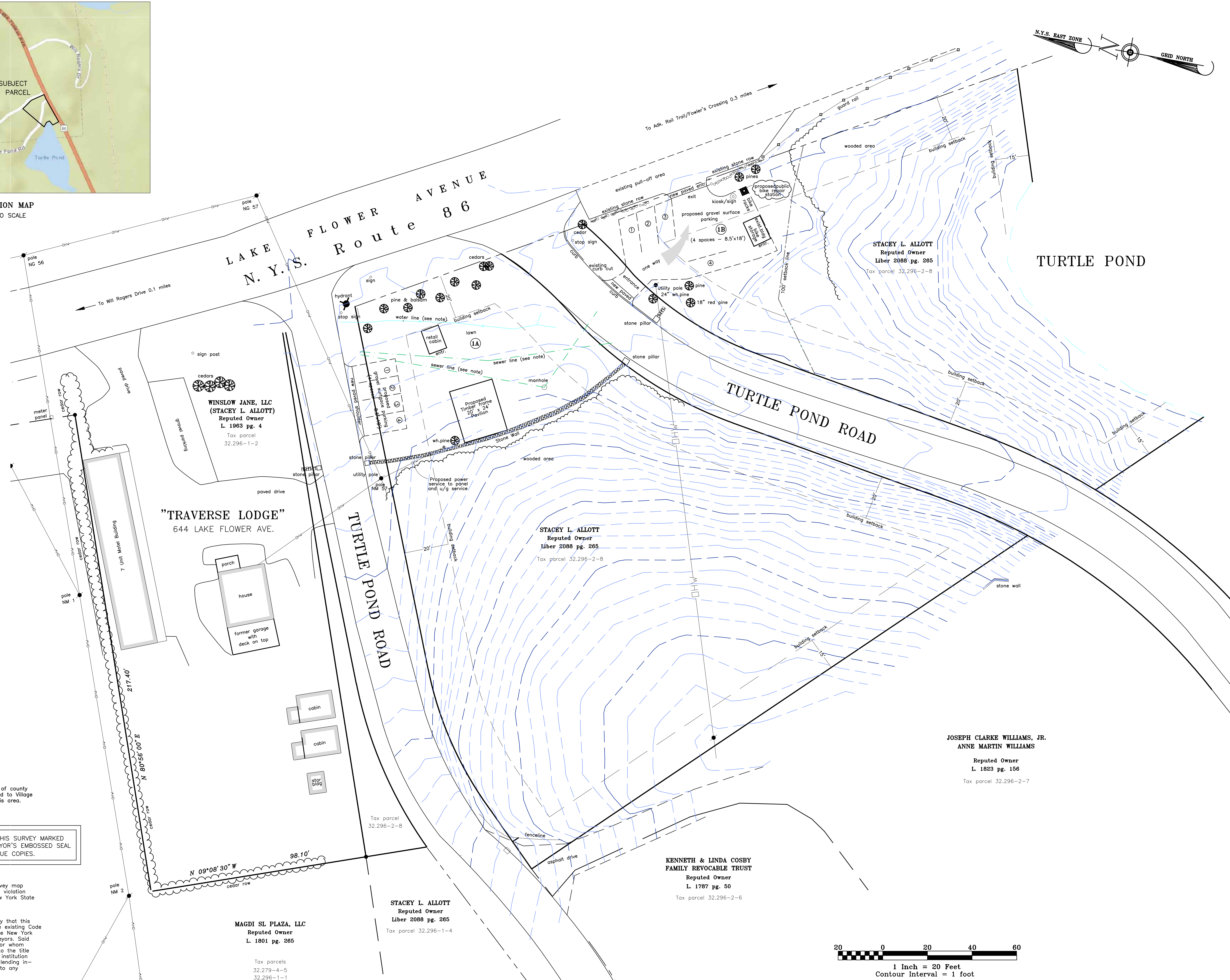
SITE PLAN
PREPARED FOR
TRAVERSE LODGE

SITUATE IN PART OF LOT 14, TOWNSHIP 11, OLD MILITARY TRACT,
VILLAGE OF SARANAC LAKE, TOWN OF NORTH ELEA
COUNTY OF ESSEX AND STATE OF NEW YORK.

REVISIONS / DATE / BY	
COPYRIGHT	2023
CHECKED BY	SLA
DRAWN BY	NJH
DATE SURVEY	12/17/22
MAP	04/17/24
SCALE	IN./FT. 1"=20' RATIO 1:240
TAX MAP NO.	32.296-2-8
MAP NO.	19069 SITE PLAN



LOCATION MAP
NOT TO SCALE



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geomaticsipc@gmail.com www.geomatics.pro

SITE PLAN
PREPARED FOR
TRAVERSE LODGE

SITUATE IN PART OF LOT 14, TOWNSHIP 11, OLD MILITARY TRACT,
VILLAGE OF SARANAC LAKE, TOWN OF NORTH ELEA
COUNTY OF ESSEX AND STATE OF NEW YORK.

NOTES
1. Abstract of title for Lockwood and review of county clerk's records show no easements granted to Village of Saranac Lake for water or sewer in this area.

ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S EMBOSSED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES.

Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, sub-division 2, of the New York State Education Law.

Certifications, if any, indicated hereon signify that this survey was prepared in accordance with the existing Code of Practice for Land Surveys adopted by the New York State Association of Professional Land Surveyors. Said certifications shall run only to the person for whom the survey is prepared, and on his behalf to the title company, governmental agency and lending institution listed hereon, and to the assignees of the lending institution. Certifications are not transferable to any additional institutions or subsequent owners.

MAGDI SL PLAZA, LLC
Reputed Owner
L. 1801 pg. 265

Tax parcels
32.279-4-5
32.296-1-1

STACEY L. ALLOTT
Reputed Owner
Liber 2088 pg. 265

Tax parcel 32.296-1-4

STACEY L. ALLOTT
Reputed Owner
Liber 2088 pg. 265

Tax parcel 32.296-2-8

WINSLOW JANE, LLC
(STACEY L. ALLOTT)
Reputed Owner
L. 1963 pg. 4

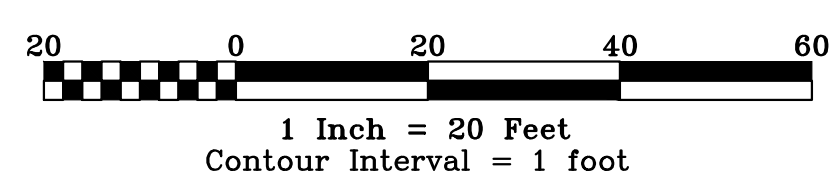
Tax parcel 32.296-1-2

JOSEPH CLARKE WILLIAMS, JR.
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L. 1823 pg. 156

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KENNETH & LINDA COSBY
FAMILY REVOCABLE TRUST
Reputed Owner
L. 1787 pg. 50

Tax parcel 32.296-2-6



REVISIONS	DATE	BY
COPYRIGHT	2023	
CHECKED BY	SLA	
DRAWN BY	NJH	
DATE	SURVEY 12/17/22 MAP 04/17/24	
SCALE	IN./FT. 1"=20' RATIO 1:240	
TAX MAP NO.	32.296-2-8	
MAP NO.	19069 SITE PLAN	



Adirondack Park Agency

JURISDICTIONAL INQUIRY FORM

Please submit by email to – apajif@apa.ny.gov

A. INSTRUCTIONS

Submit this form to obtain a written determination whether an Adirondack Park Agency permit or variance is needed for a proposed project. This form is not an application. If you know you need an Agency permit or variance you should not submit this form, but instead you should contact the Agency for the appropriate application form. Information about Agency jurisdiction can be found on the Agency's website (<https://www.apa.ny.gov/>) and in the Permit Checklist on pages 10 and 11 of the Agency's 'Citizen Guide,' which is also available on the website.

The Jurisdictional Inquiry Form must be signed by a person with a legal interest in the property; only owners, tenants, mortgagees, purchasers under an existing contract of sale, or their attorneys. Please note that if the person under contract to purchase the property signs this form, then a copy of the purchase agreement signed by both parties must be provided.

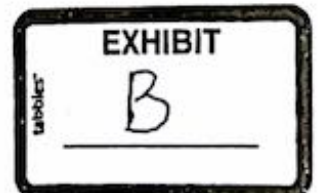
The legal issues involved in determining jurisdiction are complicated. All of the information requested on this form is necessary in order for us to determine if the proposal requires an Agency permit or variance. The County Clerk's Office, Real Property Tax Services and/or the Town Office may be able to assist you in obtaining property information (i.e., tax map number, history, copies of deeds, etc.).

Please include a copy of the current recorded deed, tax map number, a description of your proposal, including a sketch map, and the necessary signature(s).

WE CANNOT RESPOND TO YOUR INQUIRY WITHOUT THIS INFORMATION

B. GENERAL INFORMATION

	<u>APPLICANT/REPRESENTATIVE:</u>	<u>PROPERTY OWNER (if not applicant):</u>
Name	Stacey Allott	
Mailing Address	P.O. Box 1221 Saranac Lake, NY 12983	
Telephone	518-637-2023	
Email	traverseadk@gmail.com	



PROPERTY LOCATION:

Town/Village Village of Saranac Lake County Essex

Road/Highway NYS Route 86 & Turtle Pond Road

Tax Map Number: (This can be found on your tax bill and it looks something like this...
89.12-1-1.4 - three numbers separated by dashes, and there may not be decimals).

Section 32.296 Block 2 Parcel/Lot 8

C. PROPERTY HISTORY

Please include a copy of the current recorded deed for the property

1. Has the property been the subject of any previous Agency permit, variance, map amendment, jurisdictional determination, staff site visit, wetland site visit, or an enforcement action?

Yes No Don't Know

If yes, please include the following information:

File number _____ Agency contact _____

2. What is the acreage or square footage of the property at this time? 1.7 acres

3. Please describe all structures which currently exist on the property (include type and use of structure, size and construction date of each – for example, confirm if the structure is a mobile home, single family dwelling, barn, storage building, etc.). If your project involves replacement of a structure, please provide its description, even if it has already been removed (and indicate its removal date).

	<u>Structure/Use</u>	<u>Size</u>	<u>Construction Date</u>	<u>Removal Date</u>
a.	<u>Storage shed</u>	<u>10' x 8'</u>	<u>9/2022</u>	_____
b.	_____	_____	_____	_____
c.	_____	_____	_____	_____
d.	_____	_____	_____	_____
e.	_____	_____	_____	_____
f.	_____	_____	_____	_____

D. PROJECT DESCRIPTION

Please check all that apply and fill in the appropriate blanks:

1. Subdivision
- (a) Number of proposed lots (including any lots being retained). _____
 - (b) What is the size of the smallest lot in acres or square feet? _____
 - (c) What is the smallest shoreline lot width (if applicable)? _____
 - (d) Are any of the proposed lots being conveyed by gift? Yes No
If yes, what is the recipient's relationship to the person giving the lot?

- Construction of a single family dwelling.
- Installation of a mobile home.
- Construction of a multiple-residence building (_____ housing units).
- Construction of a commercial, industrial or public building resulting in 480 _____ square feet of building footprint and 480 _____ square feet of floor space (total of all floors).
- Expansion of the footprint of an existing _____ square foot structure by _____ additional square feet. For group camps and public buildings, please also provide expansion information for the total of all floor space. **NOTE:** If you are expanding a structure other than a single-family dwelling, also provide the total square footage of the structure as of May 22, 1973.
- Proposing to install, replace or expand a seepage pit, drainage field or other leaching facility.
Will it be within 100 feet of the mean high water mark of any lake, pond, river or stream (including intermittent streams)? Yes No
Will the new system serve an actual or potential occupancy increase of the shoreline structure served? Yes No
- Replacement of an existing _____ square-foot structure with a new _____ square-foot structure. Confirm the existing and proposed use of the structure.
- Conveyance of entire ownership
- Other (describe)
See attached Project Narrative

2. Does the project involve establishment of a new business? Yes No

If yes:

- (a) Will it be operated at your residential property? Yes No
- (b) How many people will the business employ who do not live on the premises?

- (c) How many signs will the business have? _____
Will they be lighted? Yes No
What will be the combined square footage of the sign(s)? _____
- (d) Please describe the type of business. _____

3. Provide the height of the proposed structure(s) (measuring from the highest point of a structure including chimney to the lowest point of natural or finished grade, whichever is lower.)

20' tall post and beam pavillion

(If the structure is close to 40 feet in height, it will be necessary to provide building elevations [all sides] and a grading plan which shows existing and proposed grade to obtain a jurisdictional determination.)

4. Will the project result in the removal of sand, gravel, topsoil or minerals from the property?
 Yes No
5. Will waste material, such as construction debris, be disposed on the property? (This does not include soil and land clearing debris generated from onsite construction activities.)
 Yes No If yes, explain the type and volume of debris.

6. Does the property contain shoreline? Yes No
What will be the distance from the mean high water mark to the closest new structure or expansion? 100 feet
If an expansion, how far from the mean high water mark is the existing structure?
 feet

Will the existing roof ridgeline height be increased by more than 2 feet? Yes No
If yes, what is the proposed new ridgeline height in feet above the existing ridgeline height? feet

7. Will any vegetation be cut within 35 feet of a lake, pond, river or stream? Yes No
Your sketch should show the size and type of vegetation to be removed relative to the size and type which will remain.
8. Does the proposal involve provision of any new or additional deeded or contractual access to the shoreline? Yes No If yes, provide the number of new or additional lots being provided access (identify by tax map designation) and the width of the access area.

E. SKETCH MAP

(For the purposes of this Inquiry the map does not need to be professionally prepared)

On a separate sheet, provide a scaled sketch map of the property showing acreage, boundaries, and natural features and water bodies. Include the location of all existing and proposed development (including structures, on-site wastewater treatment system, water supply, driveways, roads, and areas of clearing etc.) It should be drawn at a scale which clearly shows the location of all proposed activity, with measurements labeled. For a shoreline parcel, show the lot width along the shoreline and indicate the setback distance from mean high water mark of any existing or proposed structure and sewage system. Also, provide the north arrow, the name of the map maker and date it was prepared.

F. **NARRATIVE** (Please describe your proposal)

The project consists of construction of a 20'x24' post and beam pavillion, renovation of an 8'x10' storage shed for bicycle storage, the addition of an 8'x12' structure, installation of a public bike repair station, creation of gravel parking areas, and landscape improvements. The project's intended use is for both public access and for those staying at the Traverse Lodge for light recreational use.

The project is located in the Village of Saranac Lake, in the Village Commercial District B-4 and in a Hamlet land use area on the Park Plan Map. All of the development is 100+/- feet from Turtle Pond and no vegetation will be disturbed between the development and the pond. I am requesting a written jurisdictional determination to confirm my understanding that the project does not need a permit from the Park Agency. The project has already been approved by the Village Development Board (copies attached).

Last Name

First Name

Title (if applicable)

11/6/2023

Date

By signing this form, I hereby request that the Saranac Park Agency make a written determination whether an Administrative Park Agency permit is required for the proposed development. I understand the permit required above is to request for the

Developer

Owner of the property, subject to the jurisdictional inquiry

Agency or owner of the property, subject to the jurisdictional inquiry


G. **CHECK LIST**

- Have you answered all of the questions?
- Did you include a copy of the current recorded deed?
- Did you include a sketch map?
- Is the form signed by an authorized person?
- Did you provide the tax map identification number?
- Did you include your return mailing address and phone number?

H. SIGNATURE OF AUTHORIZED PERSON

Note: This form must be signed by a person with a legal interest in the property; only owners, tenants, mortgagees, purchasers under an existing contract of sale, or their attorneys. The use of an electronic signature, by typing in your signature and checking below, shall have the same validity and effect as a handwritten signature. Please fill in the information below and check all applicable boxes.

The above information is correct and accurate to the best of my knowledge.


Signed (typed)

Allott
Last Name

Stacey
First Name

L.
Middle Initial

Title (if applicable)
11/6/2023
Date

By submitting this form, I hereby request the Adirondack Park Agency issue a written determination as to whether an Adirondack Park Agency permit or variance is needed for a proposed project. I attest that I am the person named above and that I am the:

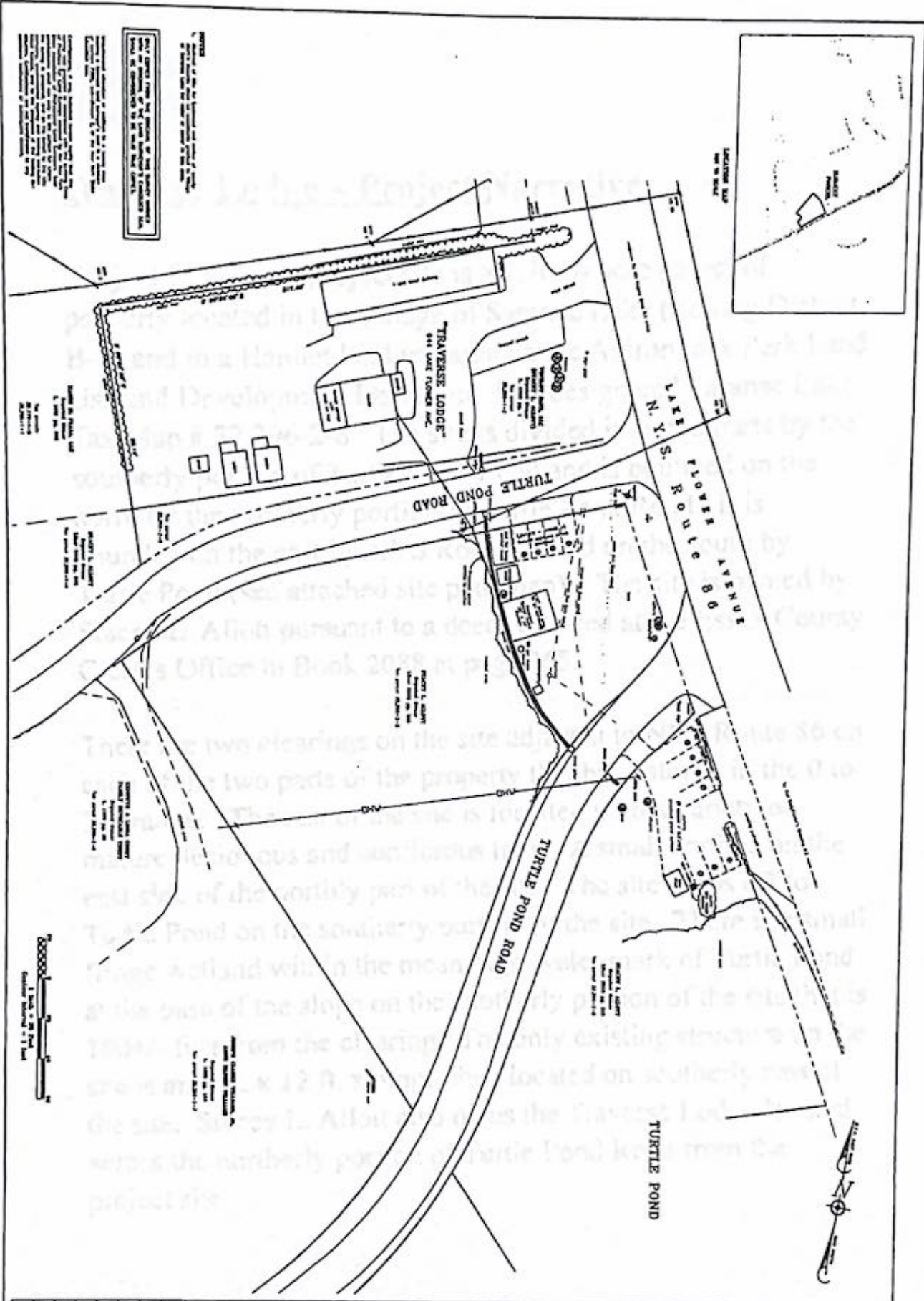
Check one:

- Owner of the property subject to this jurisdictional inquiry
- Attorney for owner of the property subject to this jurisdictional inquiry
- Purchaser of the property subject to this jurisdictional inquiry under an existing contract of sale (a copy of which is attached)
- Tenant of the property subject to this jurisdictional inquiry under an existing lease (a copy of which is attached)
- Mortgagee of the property subject to this jurisdictional inquiry (a copy of which mortgage is attached)

If you wish to have another person, such as a contractor, process this inquiry on your behalf, please provide the name and address of that person on page one of this form as authorized representative.

____ (initials) I authorize the representative listed on this form to act on my behalf for this inquiry.

I. PLEASE SUBMIT BY EMAIL TO – apajif@apa.ny.gov



NOTES:

1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

DATE	12/15/11
BY	J. J. ALLEN
CHECKED BY	J. J. ALLEN
SCALE	1" = 20'
PROJECT NO.	11-001
CLIENT	TRaverse LODGE
LOCATION	644 LAKE RODIC AVE.
CITY	LAKE RODIC
COUNTY	ALBANY
STATE	NEW YORK

SITE PLAN
 PREPARED FOR
TRAVERSE LODGE
 STRIKE IN NAME OF LOT 14, TOWNSHIP 11, OLD MOUNTAIN TOWN,
 VILLAGE OF SARATOGA LAKE, TOWN OF NORTH GLAIN,
 COUNTY OF ESSEX AND STATE OF NEW YORK.


GEOMATICS
 land surveying, pc
 P.O. BOX 1277 SARATOGA LAKE, NY
 518-881-4218 Phone
 geomatics@geomatics.com www.geomatics.com

Traverse Lodge – Project Narrative

Project Site – The project site is a 1.70+/- acre parcel of property located in the Village of Saranac Lake (Zoning District B-4) and in a Hamlet land use area on the Adirondack Park Land Use and Development Plan Map. It is designated Saranac Lake Tax Map # 32.296-2-8. The site is divided into two parts by the southerly portion of Turtle Pond Road and is bounded on the north by the northerly portion of Turtle Pond Road. It is bounded on the east by NYS Route 86 and on the south by Turtle Pond (see attached site plan map). The site is owned by Stacey L. Allott pursuant to a deed recorded at the Essex County Clerk's Office in Book 2088 at page 265.

There are two clearings on the site adjacent to NYS Route 86 on each of the two parts of the property that have slopes in the 0 to 3% range. The rest of the site is forested with a variety of mature deciduous and coniferous trees. A small knoll is on the east side of the northerly part of the site. The site drops off to Turtle Pond on the southerly portion of the site. There is a small fringe wetland within the mean high-water mark of Turtle Pond at the base of the slope on the southerly portion of the site that is 100+/- feet from the clearing. The only existing structure on the site is an 8 ft. x 12 ft. storage shed located on southerly part of the site. Stacey L. Allott also owns the Traverse Lodge located across the northerly portion of Turtle Pond Road from the project site.

Proposed Project

The proposed project includes construction of two new structures in the existing clearing on the northerly portion of the site, the creation of a 4-space graveled parking area and a pad for temporary vendor parking. Food vendors will be allowed to park there on a daily basis, but not remain on the site overnight. The first structure is a 20 ft. x 24 ft. Timber frame pavilion and the second is an 8 ft. x 12 ft. storage shed. A port-a potty will be seasonally located on this portion of the site.

The project also involves the creation of two four-space graveled parking areas on the southerly part of the project site. One will be located adjacent to the existing shed and the other will be located adjacent to NYS Route 86. A bicycle rack and repair station will also be located on the southerly portion of the site.

The parking and structures are to be operated in association with Traverse Lodge as bicycle gathering and storage areas for guests of the Lodge, but will also be available for use by the public. Guests of Traverse Lodge will be able to store bicycles in the storage sheds and use the area as a starting location for bicycle trips. No vegetative cutting on or near the pond is proposed as part of the project. The forested area between the development on the southerly portion of the site and Turtle Pond will not be disturbed. The development on the southerly portion of the site is 100+/- feet from the pond.

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF ESSEX

Kevin C. Scheuer, Annette Scheuer and Charlie Levitz,

Petitioners,

- against -

The Village of Saranac Lake Development Board and
Stacey L. Allott,

Respondents.

STATE OF NEW YORK)
)SS:
COUNTY OF FRANKLIN)

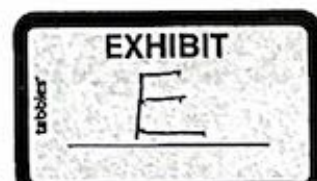
AFFIDAVIT

Index No. CV23-192

Joseph A. Garso, P.E., being duly sworn, deposes and states the following:

1. I am a resident of the Village of Saranac Lake, New York and maintain my office for the practice of my profession as a Professional Engineer under the business of North Woods Engineering, PLLC at 348 Lake Street, Saranac Lake, New York, 12983. I have been licensed to practice as a Professional Engineer by the State of New York since 1998. Attached hereto as exhibit A to my affidavit is a copy of my professional resume setting forth my prior educational background and some of my representative projects and background as a professional engineer.

2. I was engaged by respondent Stacey Allott to provide her and this Court with my professional engineering opinion concerning whether her project for some minor development on her property located adjacent to New York State Route 86 at 644 Lake Flower Avenue, Saranac Lake, New York, 12983, being Tax Map Parcels of the Town of North Elba in Essex County, New York numbered 32.296-2-8.00 and 32.296-3-1.1 that was presented to the Development Board of



the Village of Saranac Lake under its Case No. 2023-DB005 for a Site Plan Review and Permit, as depicted on the revised project Site Plan Map dated April 10, 2023, and was approved by the Development Board together with its approval of a requested area variance also on April 10, 2023 (exhibits B and C) required, as conditions of said approvals, compliance with the New York State standards and requirements of a Storm Water Pollution Preventive Plan (SWPPP) and a State of New York State Pollution and Discharge Elimination System (SPDES).

3. In my engineering review of the Stacey Allott project I visited both sites and made a personal inspection and view of the existing conditions. I also reviewed the details of the proposed project presented and approved by the Development Boards on April 4, 2023. I consulted the applicable State and Local Code regulations in the light of the proposed work of the project. I considered those requirements in reaching my professional engineering opinions as set forth below.

4. One such Code I consulted was the Village of Saranac Lake Development Code, Chapter 106 Part 4, Land Development Regulations, Article XVIII - Stormwater Control, 106-139(D)(3) where it provides the following standard:

“All development in excess of one acre and subject to review and approval by the Development Board of the Village of Saranac Lake under site plan review and special use permit regulations and/or major subdivisions, shall be subject to the standards contained in the article.” (Exhibit D). (underlining added)

5. I also reviewed the project work and the Rules and Regulations of the New York State Department of Environmental Conservation applicable to a “SPDES Permit for Stormwater Discharges From Construction Activity”. Based on the scope of this limited minor development project, and its location being more than 100 feet distant from Turtle Pond and from any other

surface waters of the State of New York, and less than 0.15 acres in size, I concluded that "Part 1. Permit Coverage and Limitations", section (A)(1) applied, the relevant portion being set forth below:

"Part 1. PERMIT COVERAGE AND LIMITATIONS

A. Permit Application

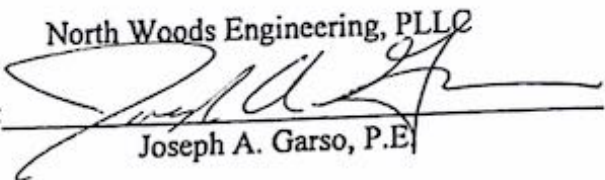
This permit authorizes stormwater *discharges to surface waters* of the State from the following *construction activities* identified within 40 CFR Parts 122.26(b)(14)(x), 122.26(b)(15)(i) and 122.26(b)(15)(ii), provided all of the eligibility provisions of this permit are met:

1. *Construction activities* involving soil disturbances of one (1) or more acres; including disturbances of less than one acre that are part of a *larger common plan of development or sale* that will ultimately disturb one or more acres of land; excluding *routine maintenance activity* that is performed to maintain the original line and grade, hydraulic capacity or original purposes of a facility, . . ." (Exhibit E)

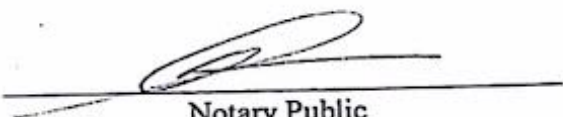
6. As this project soil disturbance is less than 0.15 acres in size, it is my professional engineering position with a reasonable degree of engineering certainty based on the relevant facts and the Code conditions attached as exhibits D and E that the applicant Stacey Allott did not need to provide an SWPPP as part of her applications to the Development Board for the two permits sought by her for this project. Additionally, it is also my professional engineering opinion, based on the project plan, the Development Board did not err in not requiring the applicant Allott provide a SWPPP or SPDES Permit from NYSDEC as part of its permit reviews, the project acreage and distance thresholds for SPDES applicability not being reached.

North Woods Engineering, PLLC

By:


Joseph A. Garso, P.E.

Sworn to before me this 18th day
of December, 2023.


Notary Public

SABRINA HARRISON
NOTARY PUBLIC, STATE OF NEW YORK
NO. 01HA6438406
QUALIFIED IN FRANKLIN COUNTY
COMMISSION EXPIRES AUGUST 15TH, 2026



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 #: _____

DATE RECEIVED: _____

DATE PAID: _____

SITE PLAN REVIEW PERMIT APPLICATION

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, applicant is encouraged to reach out and schedule a pre-application conference with the Community Development Director to discuss site design concepts and application requirements.
2. **Mandatory staff review submission:**
 - A. **Submit one electronic copy of the following to comdevassist1@saranaclakeny.gov:**
 - Site Plan Review Permit Application, signed
 - Site Plan Review Checklist
 - Site Plan Drawings/Maps, a licensed professional engineer/landscape architect or land surveyor shall prepare the Site Plan, unless waived by the Development Board
 - Short Environmental Assessment Form (SEQR) - complete Part 1. Refer to the DEC's online mapping tool to complete the form: <https://gisservices.dec.ny.gov/eafmapper/>
 - Waterfront Assessment Form (WAF) - complete Section 1 only
 - Drawing of proposed sign(s), (if applicable)
 - B. **Application fee of \$250.00**, in accordance with the [Building, Planning, Zoning, and Public Works Fee Schedule](#). Make check payable to Village of Saranac Lake.
3. **Final submission for review by the Development Board:**
 - A. **Submit one electronic copy of the following to comdevassist1@saranaclakeny.gov, and one hard copy addressed to the Community Development Director. 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:**
 - Site Plan Review Application, signed
 - Site Plan Checklist
 - Site Plan Drawings/Maps, for new construction: include elevation drawings
 - Short Environmental Assessment Form (SEQR) - 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.

SITE PLAN REVIEW PERMIT APPLICATION

Applicant Information	
Applicant Name	Pendragon Inc.
Applicant Address	15 Brandy Brook Ave, Saranac Lake, NY 12983
Mailing Address, If Different	
Applicant Email	managingdirector@pendragontheatre.org
Applicant Phone	518-891-1854

If Different from Project Applicant	
Property Owner Name	
Property Owner Address	
Mailing Address, If Different	
Property Owner Email	
Property Owner Phone	

Project Information

1. Project Address
56 Woodruff Street, Saranac Lake, NY 12983
2. Tax Map #
447.69-5-1
3. Zoning District
E-2
4. Current Lot Size
0.82 Acres
5. Building square footage

<input checked="" type="checkbox"/>	Existing 10,400 Sq. Ft.
<input checked="" type="checkbox"/>	Proposed 15,555 Sq. Ft.

6. Property/Building use

- a. Present use of property, (i.e., commercial, residential, mixed, vacant):
Commercial (former grocery / paint store)
- b. Proposed use of property:
Commercial (Arts Space)
- c. For mixed-use buildings:

Level	Current Use	Proposed Use
Basement		
1st		
2nd		
3rd		

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: Please refer to attached narrative.

- 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 or mixed-use buildings, 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

9. State and federal permit or approvals needed, (i.e., SHPO, APA, DEC, DOT, or Other)
None.

10. Is the project located within a historic building? NO YES
 historic district? NO YES Adjacent to Church St Hist. Dist.

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.nv.gov

11. Is this in a floodplain? NO YES

12.

If you are operating a new business at the project location, provide the following information	
Name of Business	
Hours of Operation	

Not operating currently at this subject location.

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

Name	Company	Profession	Phone	Email
Erik Sandblom, P.E.	SRA Engineers	Civil Engineer	518-761-0417 x21	eriks@sraengineers.com
George Green, AIA	JMZ Architects/Planners	Architect	518-793-0786	GGreen@jnzarchitects.com
Harry Gordon, FAIA	Architectural Advisor	Architect	202-669-0640	harrygordonfaia@gmail.com

Applicant's Signature Michael Aguirre Date 1/17/24

Is the applicant the owner of the property? NO YES

If no, collect a signature from the owner authorizing the applicant to apply.

Property Owner's Signature Yelena Little Date 1/17/2024

NOTE: If you're application is approved at the Community Development Director or Development Board level, you must then contact the Code Enforcement Officer (CEOFFICER@CITYOFRENO.NV.GOV) regarding the building permit for your project.

For Office Use Only - Essex County Referral		
Property is located within 500 feet of:	Y	N
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"/>



Site Plan Checklist

Select one:

- Administrative Approval Application
- Site Plan Review Application
- Special Use Permit Application

*All features should be clearly labeled as existing or proposed

*Review requirements during pre-application conference with the Community Development Director

INFORMATION	DESCRIPTION	VILLAGE CODE SECTION	Complete	NA
Site Notations	Title, date, north arrow, scale, name & address of applicant, zoning district, tax parcel ID#, person who drafted the drawing	106-60	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Boundary Lines	Show surveyed boundary lines and show dimensions at each change of direction of the property line; location and purpose of existing and proposed easements, setbacks, and areas dedicated to public use within and adjoining the property	106-60	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Building Locations(s)	Show all existing and proposed building dimensions, description of uses, square footage of uses, distance to closest property line; indicate status of existing uses as registered or contributing historic properties; show location of other existing and proposed structures such as fences, retaining walls, storage tanks, etc.	106-60 106-84 architectural design standards 106-85 historic structure architecture standards 106-90 standards for accessory structures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Streets, Curbs and Driveways	Show location, widths and names of existing and proposed adjacent streets; all driveways, curb cuts, walkways, sidewalks; location and arrangement of site access and egress, including all paths for pedestrian and bicycle travel within the site. All curb cuts and driveways must be to Village standards	106-60 106-81 (access, parking and circulation design standards)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Traffic Circulation	Show the direction of vehicular traffic patterns and turning radii if large vehicles are accessing the site for deliveries; show all means of vehicular ingress and egress to and from the site and public streets	106-60 106-81 (access, parking and circulation design standards)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parking	Show all off-street parking areas: total number of spaces, surface material, curbs, delivery locations, loading areas and snow storage	106-81 design standards for off-street parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Topography	Show topography lines and existing slope at 2 ft. contour intervals; show geologic features such as depth to bedrock and location of rock outcrops	106-60	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Landscaping	Show vegetative cover, including existing wooded areas, significant isolated trees and similar features; show proposed greenspace and tree plantings, including location and type of trees to be planted; indicate natural vegetation to remain, and the treatment of buffer areas	106-60 106-81 landscaping design standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Storm Water Drainage	Show location, size and design for all existing and proposed storm drainage systems; show existing watercourses, wetlands, floodplains and depth to groundwater; grading and drainage plan showing existing and proposed contours with intervals of 5 ft. or less	106-139 - 106-143 Stormwater Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water and Sanitary Sewer	Show the location of all existing and proposed water supply and sanitary sewer lines, including the material and sizes	106-60	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fire Protection	Show location of fire lanes, emergency zones, nearest fire hydrant: describe fire protection measures (sprinkler system, alarms, etc.)	106-60	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lighting Plans	Show all exterior building and site lighting; indicate direction of lighting and hours of operation of outdoor lighting	106-83 lighting design standards	<input type="checkbox"/>	<input type="checkbox"/>
Garbage Storage	Show the location and type of garbage storage	106-96 garbage storage standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Signs	Show location, size, design, lighting and construction materials of all proposed signage	106-86 signage design standards	<input type="checkbox"/>	<input type="checkbox"/>
New Construction	Provide professionally prepared detailed elevation drawings for all sides of the building, details must include dimensions and type of materials	106-84B General architectural design 106-84C Downtown architectural design 106-85 Historic structure architectural standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other	Other elements integral to the proposed development, as considered necessary by the Director	106-60	<input type="checkbox"/>	<input type="checkbox"/>

Response to Site Plan Review Application Items:

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.*
The Pendragon Theatre renovation and addition will be an adaptive reuse project hinged around creating a state-of-the-art theater facility on an under-utilized site. The primary and secondary uses are as a theater and performance art space.
- *Proposed interior changes*
The interior of the existing building will be completely gutted and renovated to support all back-stage and support functions. An addition will house the theater and front of house functions. For a detailed description of interior improvements, please refer to the attached Schematic Design Report, beginning on page 6.
- *Days/hours of operation*
The facility will operate up to seven (7) days per week between the hours of 10:00 AM and 10:00 PM that will vary depending upon what programs are running. Typical hours will be much more limited.
- *Utilities – will you connect to existing utilities or install new?*
All new utilities are planned for the project including electrical service and municipal water, sanitary sewer, and storm sewer. Please refer to the attached site plan and Schematic Design Report, beginning on page 2, for additional details regarding utilities.
- *Anticipated number of residents, users, shoppers, employees, etc. as a result of this project.*
The anticipated number of users and employees of the facility will be 174, including 144 seats in the theater and up to an additional 30 performers and support personnel.
- *Exterior features to be added/changed (i.e., lighting fixtures, signage, decorative elements, doors, windows, siding, painting, etc.)*
Exterior site improvements will include drainage improvements and new stormwater treatment practices, reconstructed driveways and parking areas, including pervious pavement on the west side of the site, sidewalks, landscaping and lighting. Additional details regarding the site improvements are provided in the Schematic Design Report beginning on page 2. Details on the proposed building exterior improvements are provided on the elevation drawings and beginning on page 5 of the report.
- *For residential or mixed-use buildings, include a number of dwelling units by size (efficiency/studio, one-bedroom, two-bedroom, three or more bedroom)*
Not applicable
- *Parking plan*
Off-street parking will include thirteen (13) spaces on the west end of the site, including two (2) designated accessible parking spaces, for the general public, and ten (10) spaces on the east end of the property for staff and volunteers. On-street parking in the immediate neighborhood will need to be utilized by patrons during performances and events. In past meetings between Village officials and Pendragon Theatre, the Village

has committed to providing ten (10) parallel on-street parking spaces along the south side of Woodruff Street.

- *Proposed landscaping*

The proposed landscaping for the site will generally follow the enclosed landscaping plan by Christopher Cohan, L.A., with minor changes to accommodate the proposed site plan, Sheet C-101. An updated landscaping plan and outdoor lighting plan will be provided for final site plan review.

- *Garbage storage*

A dedicated recycling space will be provided in the building. Trash will be placed in a rolling trash along the east (rear) side of the building that is regularly picked up by a waste hauler.

- *Explain the need for managing stormwater and drainage facilities that will be utilized in preventing flooding and erosion.*

There are a number of issues regarding drainage on the current site, including poorly drained parking areas, and standing surface water on the site to the south of the subject property. It is proposed to re-grade the parking areas to improve drainage. A culvert will be added at the southeast corner of the property to carry stormwater to existing storm sewer catch basins. Stormwater treatment practices to be incorporated into the project include a small detention / infiltration basin on the north side of the front (west) parking lot, that will discharge overflow to an existing storm sewer catch basin. Pervious pavement is also proposed beneath the parking spaces in the front lot.

4 August 2023

Pendragon Theatre
56 Woodruff Street Addition and Renovation
Project No. 1716

SCHEMATIC DESIGN REPORT

PENDRAGON THEATRE RENOVATION AND ADDITION

INTRODUCTION

The Pendragon Theatre renovation and addition at 56 Woodruff Street in Saranac Lake, NY will be an adaptive reuse project hinged around creating a state-of-the-art theater facility on an under-utilized site. The existing, former paint store will be transformed into a vibrant cultural hub and destination, reinforcing downtown redevelopment and streetscape improvement efforts. Pendragon Theatre has a long history in Saranac Lake and this new facility will allow the organization to continue to thrive and contribute to the cultural life and economic development of the community.

The simple existing building provides a perfect opportunity for cost-effective renovations to support all back-stage and support functions. Planned additions will accommodate the more specific requirements of the large theater volume, rehearsal room, and public spaces. The community focused entrance, theater lobby, rehearsal room, and porches arrayed along Woodruff Street will enhance the streetscape, providing an appropriate scale and lively activity. The main entrance and pocket park on the corner of Church and Woodruff Streets will serve as a destination for the planned pedestrian improvements to Woodruff Street.

The project will seek LEED Silver certification. As part of this sustainability goal, all systems will be brought up to modern high-efficiency standards. Finish selections and construction standards will also be guided by this goal.

Gross Building Area Summary:

Renovation Ground Floor	9,633 GSF
Addition Ground Floor (porch excluded)	5,260 GSF
Total Ground Floor Gross Area	14,893 GSF
Addition Mezzanine	312 GSF
Total Gross Area -New Addition and Renovation	15,205 GSF
Mechanical Penthouse – Add Alternate only	750 GSF

Report Attachments:

- Site Survey
- Civil Drawings
- Landscape Plan for reference
- Structural Drawings
- Hazardous Materials Drawing
- Architectural Drawings
- MEP Drawings
- Hazardous Materials Specifications Sections
- FF&E Equipment Budget

Cost Estimate Information:

- The project will be bid as a single prime contract. NYS prevailing wage rates are not required.
- Include theatrical equipment listed in the Pendragon FF&E Budget as a separate FF&E budget. This equipment will be purchased directly by the Owner and is not part of the construction contract.
- Construction Schedule: Bidding is anticipated to be in April of 2024 with contract award in May of 2024. An 18-month construction period is anticipated.
- Include the following Add Alternate, see narrative for additional information:
Alternate #1: Add Mechanical Penthouse, revise HVAC equipment from RTU to interior equipment, delete roof hatch.

SITE / CIVIL CONSTRUCTION

GENERAL:

- Renovate the existing one-story CMU building and construct an addition. Exterior improvements include new utilities, drainage improvements and improved stormwater treatment practices, reconstructed driveway and parking, sidewalks, landscaping and lighting.

Refer to the Site Drawings for additional information.

SITE DEMOLITION:

- Existing asphalt surfaces on the north, west, and east side of the building shall be removed. All existing concrete parking bumpers, sign post and base, guide rail, and light post on the south side of the property shall be removed. Existing utilities shall be removed or abandoned including buried water service, storm structures and piping on the east end of the site, and overhead electrical service. The existing sewer service connection to the existing building shall remain.

UTILITY SERVICES

- Water. A new 6" ductile iron water service will be constructed from the municipal water main on the north side of Woodruff Street to the east end of the building near the southeast corner. Prior to entering the building, a 2" line will tee off of the water service main for domestic service and the service main will be reduced to 4" for the fire protection service. This is pending confirmation from the water utility to

provide adequate water flow and pressure.

- Sanitary Sewer. A new 6" PVC gravity sewer service will be constructed from the north side of the existing building to the existing 18" tile municipal sewer main under Woodruff Street.
- Storm Sewer. Existing on-site storm sewer infrastructure consists of two catch basins in the paved area on the east end of the site, connected by a 6" pipe and discharging off site via a 9" pipe. This system is too shallow and undersized for future use. The 9" pipe discharge shall be investigated, and, if feasible, new piping a minimum of 12" in diameter will be installed a minimum of one foot deeper than the current storm pipes. New catch basin will replace the existing inlet structures. A catch basin currently exists along the northern property line adjacent to Woodruff Street, about 80 feet from the intersection with Church Street. The rim and grate shall be re-set on this structure. The roof drain for the existing building currently discharges to the ground on the south side of the building. This roof drain will be re-directed internally to a new buried 6" PVC pipe extending from the east side of the building to the new catch basin located on-site. The roof for the proposed addition on the west end of the property will discharge to a new 6" PVC underground pipe constructed to the catch basin located adjacent to Woodruff Street.
- Electrical Service. New electrical service will be provided via a new underground service constructed from an existing utility pole located at the southeast corner of the property through a ground-mounted transformer into the southeast corner of the building. Underground conduit extending from the west end of the building will bring power to new site light fixtures and a sign along Church Street.

STORMWATER / DRAINAGE

- Drainage. The existing site currently drains generally to the north onto Woodruff Street or into catch basins that discharge to stormwater infrastructure along Woodruff Street. Proposed drainage will generally maintain this pattern. There is a low area on the adjacent property to the south that does not appear to drain out to any outlet. During storm events, water accumulates in this area and gets very close to or in contact with the existing building. It is proposed to construct a drainage swale on the adjacent property, pending property owner permission and the results of investigating the existing storm sewer (see Utility Services: Storm Sewer in this report), in order to improve this drainage issue. The swale will discharge to a newly constructed catch basin with a beehive inlet and will connect to one of the replaced catch basins on the east side of the building. Improved stormwater treatment practices will be incorporated into the site including a rain garden / bioretention swale along the north side of the front parking lot. An underdrain will be constructed below the stormwater treatment practice to discharge into the existing catch basin adjacent to Woodruff Street.

SITE CONSTRUCTION

- Driveways. The driveway and paved area located east of the building will be re-paved over a reconstructed sub-base of minimum 12" of No. 2 stone. The parking area on the west side of the site will be reconfigured and reconstructed and will sheet drain to the north into the new stormwater treatment area.
- Parking. Thirteen (13) parking spaces will be provided on the west end of the site, accessed from Church Street, including two (2) accessible spaces and two spaces with EV chargers. Ten (10) parking spaces will be created in the paved area east of the building and north of the building.

- Sidewalks. A new sidewalk is planned to be constructed by the Village along Woodruff Street. Within the site, concrete walkways will be constructed to connect the western parking area to the front of the building and from the Woodruff Street sidewalk to the building. An egress sidewalk will extend from the building to the outdoor area west of the building. Some of the sidewalks in the outdoor area west of the building will be constructed of pervious concrete or pervious pavers. The sidewalks adjacent to the drop-off lanes will drop to the elevation of the adjacent roadway, with ramps at either end to meet accessibility requirements.
- Outdoor space. A covered porch area with concrete floor will be constructed on the west end of the building that can be used for outdoor events and performances. An outdoor patio and seating area will be created on the north side of the building between the building and Woodruff Street. The newly created outdoor space west of the building will include landscaping and hardscaping including a lawn and new deciduous and conifer trees and shrubs. Existing trees near the southwest corner of the property will remain. Rain gardens will be incorporated onto the landscaping pending the results of the investigation of subsurface soils and groundwater. Four new light fixtures and poles will be constructed in the new outdoor space.
- Landscaping / Lighting. In addition to the hardscaping for the outdoor spaces, the area between the existing building and Woodruff Street will be planted with a variety of a few trees along with shrubs and plants. New trees will be planted along the eastern and northern edges of the parking lot to the west of the building. Plantings of low shrubs and plants will be incorporated into the stormwater treatment area to the north of the parking lot. Existing trees near the southwest corner of the property will remain. Three (3) new light fixtures and poles will be constructed around the parking area to the west, one of which located closest to Church Street will be the replacement of an existing pole and fixture.

STRUCTURAL SYSTEMS:

- See Schematic Design structural drawings

HAZARDOUS MATERIALS ABATEMENT:

- See Schematic Design structural drawings
- See attached specifications sections:
028213 Asbestos Abatement
028239 Asbestos Monitoring

ARCHITECTURAL MATERIALS DESCRIPTION:

See Schematic Design architectural drawings for additional information.

EXTERIOR

EXISTING BUILDING EXTERIOR WALLS:

- North wall: Clean, repair, and repoint as needed existing brick to remain. Provide new openings with operable, thermally broken aluminum windows or doors where shown. Note that there are three existing masonry openings with hollow metal doors. Remove doors and frames, replace with thermally broken aluminum windows. Furr out and insulate on interior with 3 5/8" metal studs held 1" off face of masonry, 3" medium density spray foam insulation, and 5/8" GWB. Salvage brick from removals for repairs.
- West wall: remove existing roof overhang, storefront, doors, and brick. Remove CMU wall and parapet; limited structural piers to remain where indicated.
- South and East walls: repoint and repair existing CMU as required. See structure for more extensive repairs. New exterior Insulation Finish System (EIFS), 4" thick, over existing CMU. expanded polystyrene insulation, drainable system.
- New openings with operable, thermally broken aluminum windows where shown.

ADDITION EXTERIOR WALLS:

- 6" and 8" lite-gauge metal studs (see structural narrative), 1/2" Densglas Gold sheathing, liquid applied air and moisture barrier, 3" polyisocyanurate insulation, 2" air space, and masonry veneer where indicated; EIFS elsewhere.
- Theater volume: Reinforced 10" CMU, liquid applied air and moisture barrier, 3" polyisocyanurate insulation, 2" air space, and masonry veneer where indicated; EIFS elsewhere.
- Masonry veneer: modular brick with cast stone trim and stone veneer where indicated.
- Exterior Insulation Finish System (EIFS) typical at addition other than masonry veneer areas, 4" thick expanded polystyrene insulation, drainable system.
- Thermally broken aluminum storefront with operable lites at window areas, insulated glazing.
- Thermally broken aluminum storefront entrances, insulated glazing.
- 6" thermally broken aluminum curtain wall system with insulated glazing at tall lobby glazing only. Aluminum sunshade where indicated.
- Formed aluminum column enclosures and trim at curtainwall area.
- Exposed wood structure at entry canopy and porch, see structural description.
- Alternate mechanical penthouse: 6" lite-gauge metal studs, 1/2" Densglas Gold sheathing, EIFS.

ROOF:

- Remove existing roofing to metal deck including required hazardous materials abatement.
- Repair metal deck as indicated by structural.
- Mechanically attached TPO membrane roof, recovery board, 6" thick rigid polyisocyanurate insulation. Provide tapered insulation at full area of building roof with crickets as required.
- Kynar coated galvanized steel roof edge and fascia system.
- Theater roof deck to be cast-in-place concrete on metal deck for acoustical isolation, see structural description.
- Entry canopy, and porch to be exposed, laminated wood deck with exposed timber structure.
- Stage roof: two insulated, smoke vents, automatically operated by heat detection, six feet by six feet each.
- Insulated roof access hatch with safety rail.

- Painted steel roof ladders where indicated.
- Prefabricated aluminum canopy over east egress and loading doors and over west stage egress door.

INTERIOR

PARTITIONS:

- 3-5/8" and 6" steel studs at 16" oc. with sound attenuating batt insulation and 5/8" type-X GWB on both sides unless otherwise noted.
- Acoustical isolation partitions at Theater: CMU bearing walls, see structural narrative.
- Fire stopping at all penetrations and the top of all fire-rated partitions.

DOORS, FRAMES AND HARDWARE:

- Mitered and welded hollow metal frames.
- Solid core wood doors with hardwood veneer finish at public areas, hollow metal doors at back-stage areas. Galvanized and insulated hollow metal doors at exterior conditions.
- All theater doors to be 1-hour fire-rated.
- Panic devices at all corridor, assembly space, and exterior exit doors.
- All lock sets to be mortise type.
- All doors at Theater, Stage, Control Rooms, and Rehearsal Space: acoustic seals.

STAIRS AND RAILINGS:

- Roof access: prefabricated aluminum ships ladder.
- Theater stairs: concrete filled steel pan integral with seating risers, wall mounted steel handrails and brackets, painted.
- Guardrail at front of first seating riser: painted steel. 26 inches tall.

THEATRICAL LIGHTING/RIGGING:

- Lighting grid at stage area: 4 foot by 4 foot grid of 1-1/2" schedule 40 steel pipe battens crossing at right angles. The upper-level battens run in one direction and are suspended from the building structure. The lower-level battens are clamped to the upper battens. Full grid is secured to all walls within the space. Lighting grid at 20 feet AFF. Lighting grid included in FF&E, please confirm installed cost.
- Hoist operated Lighting batten at theater seating: ETC Prodigy Low Profile Hoist Series, fixed gear, general purpose. Provide 1-1/2" schedule 40 steel pipe batten suspended from electric hoist for lighting devices. Hoist included in FF&E.

WALL FINISHES:

- Theater west wall: fabric wrapped fiberglass acoustic panels full wall from top seating riser to top of mezzanine half wall and control booth wall to 20 feet AFF. West wall of Mezzanine: black fiberglass acoustic liner panels to 8 feet AFF.
- North and south walls of theater seating: Alternating sections of hardwood panel and hardwood battens over fabric wrapped acoustic panels, top to 18 feet AFF, bottom varies at seating risers. See drawings.
- Stage Walls: painted CMU
- Control Booth: painted GWB, fabric-wrapped fiberglass acoustic panels, full wall area.
- Rehearsal room: painted GWB. West wall: continuous 6-foot tall mirror and acoustical drapery on walk-along track.
- Lobby: Approximately hardwood veneer wall panels, see drawings. Remainder of wall painted GWB with full plywood backing for hanging artwork.

- Public corridor: painted GWB with full plywood backing for hanging artwork.
- Toilet Rooms: ceramic tile wainscoting to 60" AFF.
- Dressing Rooms: continuous, wall mounted mirrors at make-up counters, see plans.
- Painted walls elsewhere.
- Steel structure and deck: finish painted where exposed in new or renovated spaces.

FLOOR FINISHES:

- Support Spaces (Scene Shop, Elec, Mech, Storage, Technical Gallery): sealed concrete.
- Dressing Rooms, Green Room, Costume Shop, back-stage corridor, concessions: vinyl composition tile.
- Toilet rooms: unglazed ceramic tile.
- Lobby, Public Corridor: large format porcelain paver tile floor and base.
- Vestibule: entrance walk-off grille
- Offices, Box Office, Control Booth: self-adhesive carpet tiles with cushion backing.
- Theater: resilient, nailable theater floor system; recessed concrete slab, neoprene resilient pads, 2x4 sleepers at 24" on center, 3/4" tongue and groove plywood, 7/8" "Plyron" (plywood with bonded Masonite topsheet).
- Theater seating risers: Stained concrete at seating rows, carpet and rubber nosing at stepped aisles.
- Rehearsal Room: synthetic multi-purpose dance floor; Harlequin Fiesta, 2 mm vinyl roll flooring for adhesive installation, welded seams, oak strip graphic.
- Note: existing slab is in poor condition and will require cutting, patching, and VAT abatement. Assume self-leveling underlayment at new floor finishes.

CEILINGS:

- Storage, Mechanical, Scene Shop, and service spaces: paint exposed structure.
- Offices, Box Office, Public Corridors, Concessions, Toilets, Dressing Rooms, Green Room: 2x2 acoustic ceiling tile. See plans for extent.
- Rehearsal Space: 2x2 acoustic ceiling panel clouds with aluminum edge trim, see plans. Paint exposed structure and systems.
- Backstage corridor: paint exposed structure and systems, black fiberglass acoustic liner panels adhered to deck at area near stage, see plans.
- Control Booth: 2x2, high NRC, fiberglass acoustic ceiling tile.
- Theater: Exposed structure and systems painted flat black. Black fiberglass acoustic liner panels adhered to deck, 50% of ceiling area, see plans.
- Lobby, Vestibule: linear wood veneer acoustic ceiling system clouds, GWB soffit, exposed T&G wood deck and timber structure; see plans.
- Entry Canopy, and Porch: exposed T&G wood deck and timber structure.

CASEWORK AND ACCESSORIES:

Casework:

- Kitchenette and Concessions: plastic laminate casework and solid surface countertop.
- Kitchenette and Concessions: plastic laminate casework and solid surface countertop.
- Public Toilets: solid surface vanity with integral bowls.
- Box Office, Green Room, Dressing Rooms, Control Booth: Plastic laminate countertop.
- Window Stools: solid surface

Signage:

- Room signs: ADA compliant plastic room identification signs.
- Donor plaques: etched glass panels mounted on raised metal studs.
- Exterior building-mounted signs: die-cut aluminum letters, North and West walls.
- Site sign: Freestanding monument sign with stone base.

Toilet accessories:

- Toilet paper dispenser.
- L-shaped stainless steel grab bar at accessible toilets.
- 24"x36" framed mirror with shelf at each sink in individual toilet rooms.
- Full width x 48" mirror at public toilet rooms and dressing rooms.
- Phenolic toilet partitions with metal hardware, wall/floor-mounted

THEATER EQUIPMENT: (FF&E by Owner, not-in-contract)

- Audience Risers: one seating row of moveable, demountable risers. 4 risers at 3 feet by 8 feet by 6 inches tall.
- Audience Seating: 112 fixed, self-rising, upholstered, theater seats with arms, 32 portable, folding, theater chairs with arms, 144 audience seats total.
- See attached Theater Equipment Budget for additional theater equipment.

END OF REPORT

Short Environmental Assessment Form

Part 1 - Project Information

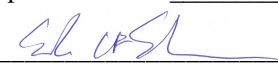
Instructions for Completing

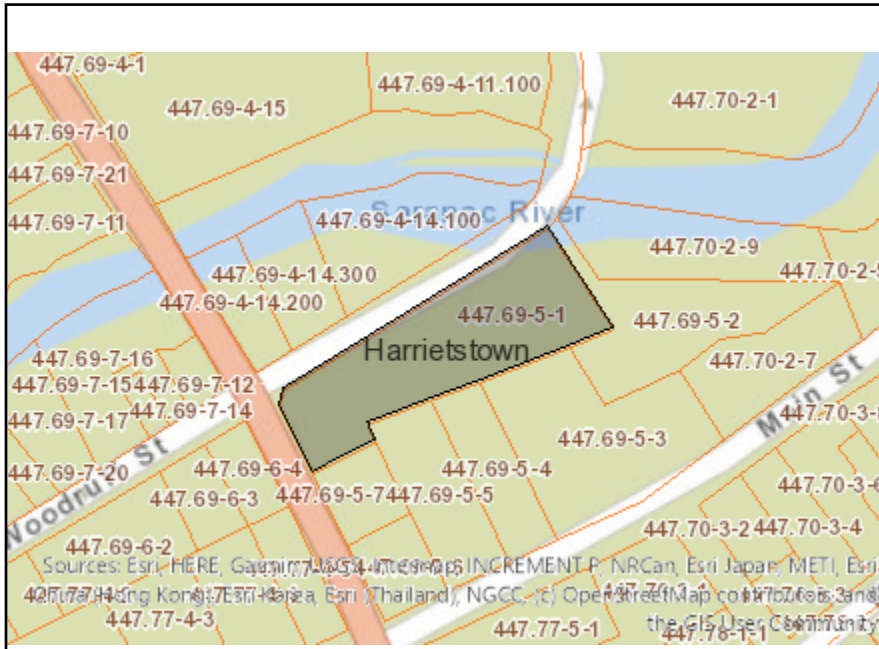
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. 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.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Pendragon Theatre			
Project Location (describe, and attach a location map): 56 Woodruff Street, Saranac lake, NY 12983			
Brief Description of Proposed Action: Renovate the existing one-story CMU building and construct an addition. Exterior improvements include new utilities, drainage improvements and improved stormwater treatment practices, reconstructed driveway and parking, sidewalks, landscaping and lighting.			
Name of Applicant or Sponsor: Pendragon Theatre		Telephone: 518-891-1854	
		E-Mail: managingdirector@pendragontheatre.org	
Address: 15 Brandy Brook Ave			
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.		NO <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Village of Saranac Lake Site Plan Review, Area Variance, and Building Permit		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 0.82 acres			
b. Total acreage to be physically disturbed? _____ 0.82 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 0.82 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" 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,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<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?	NO <input type="checkbox"/>	YES <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: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" 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: _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? The property is adjacent to the Church Street Historic District b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input checked="" type="checkbox"/>	YES <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? Within proximity to Saranac River (not adjacent) 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: _____ _____ _____	NO <input type="checkbox"/> <input checked="" type="checkbox"/>	YES <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 type="checkbox"/> Wetland <input checked="" 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?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<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,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
_____ Stormwater will be directed to municipal storm sewers and on site stormwater treatment practices. _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
_____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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:	NO	YES
_____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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:	NO	YES
_____ An underground storage tank was discovered on the property. It has been removed and remediated to the NYSDEC satisfaction.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Erik Sandblom, P.E., Agent for Pendragon Theatre</u> Date: <u>1/15/2024</u>		
Signature: <u></u> Title: <u>Engineer</u>		



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	Yes



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: Pendragon Theatre	
2. Mailing address: 15 Brandy Brook, Saranac Lake, NY 12983	3. Telephone Number:
4. Location of action: 56 Woodruff Street, Saranac Lake, NY 12983	5. Tax Map # (s): 447.69-5-1
6. Size of site: 0.82 Acres	7. Present land use(s): Retail Store, Convenience
8. Present zoning classification: Principal Commercial District	9. Percentage of site which contains slopes of 15% or greater: 3%
10. Type of action (check appropriate response) <input checked="" type="checkbox"/> Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction) <input checked="" 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: Addition to existing commercial building for future arts space (theatre)	
13. Describe any unique or unusual land forms on the project site (i.e. bluffs, ground depressions, other geological formations): None	
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)

	YES	NO
1. Will the proposed action have a significant effect upon:		
(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"/>
2. Will the proposed action involve or result in any of the following:		
(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"/>
3. Project:		
(a) If a project is to be located adjacent to shore:	<input type="checkbox"/>	<input type="checkbox"/>
(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:	<input type="checkbox"/>	<input type="checkbox"/>
(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): Cassandra Van Cott	
Title: Community Development Administrative Assistant	
Organization Name: Village of Saranac Lake Development Board	
Phone Number: (518) 891-4150	
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 _____