

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 #: 12-572-00+
DATE RECEIVED: 8/15/23
DATE PAID:

SPECIAL USE PERMIT APPLICATION REQUIREMENTS

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

1. <u>Pre-application Conference</u> – Before filing a formal application, an informal pre-submission conference with the Director is recommended to discuss the nature of the proposed use and to determine the specific information that will need to be submitted.

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- A. Submit one electronic copy of the following:
 - ☐ Special Use Permit Application Form, signed
 - ☐ Site Plan Review Checklist
 - ☐ Site Plan Drawings/Maps, for new construction: include Elevation Drawings
 - □ Environmental Assessment Form complete Part 1 (check with Director on whether to complete the Full or Short form)
 - ☐ Waterfront Assessment Form (WAF) complete Section 1 only
 - ☐ Drawing of proposed sign(s) (if applicable)
 - ☐ For Pre-Existing STR application: submit proof of operation as of January 31, 2023¹
- B. Application fee of \$300.00. Make check payable to Village of Saranac Lake.

3. Final submission for review by the Development Board:

- A. Submit one hard copy + one digital copy of the application packet. Site Plan to be at a scale that is suitable for the proposed development relative to its size and is sufficiently legible for the required review to occur. Digital copy should be sent to comdevassist1@saranaclakeny.gov.
 - ☐ Special Use Permit Application Form, signed
 - ☐ Site Plan Review Checklist
 - ☐ Site Plan Drawings/Maps, for New construction: include Elevation Drawings
 - ☐ Environmental Assessment Form complete Part 1
 - ☐ Waterfront Assessment Form (WAF) complete Section 1 only
 - ☐ Drawing of proposed sign(s) (if applicable)

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

¹ Acceptable documentation includes: 1. A Franklin or Essex County Certificate of Authority to collect occupancy tax.

^{2.} Proof of operation as a STR between January 31, 2022, and January 31, 2023.

SPECIAL USE PERMIT APPLICATION

SPECIA	L USE PERMIT AP	PLICATION	
Applicant Information	Total Total		
Applicant Name	Kristeen	Colba	
Applicant Address	117 Olive	St, Saranac	Lake. NY 12983
Mailing Address, If Different			
Applicant Email	Kristeen	colby @ yahoo	.Com
Applicant Phone	518-637-	8003	
If Different from Project Applicant			
Property Owner Name			
Property Owner Address			
Malling Address, If Different			this
Property Owner Email			doing 2017
Property Owner Phone			doing this doing 2017 since still owner's Air Bab (primary dwelling NY 12983
	(Grandt	wherea)	still wandwelling
roject Information Apply	ia for STR or	n occasion via 1	WAL BUD (bull o Laise
. Project Address	ol C	101/1	NY 12983
117 0	live St., 30	aranae Luna	
	7 17		
Tax Map # 14601 446.76 Zoning District 7 Resident	1-32		
Tax Wap # 10 100	S 0		
Current Lot Size 0.25 act	re		
7	Existing		
	Proposed		
Property/Building use			
a. Present use of property, (i.e.	., commercial. resident	iai, mixed, vacant):	
b. Proposed use of property:			
c. For mixed-use buildings:		1	
Level Current Use		Proposed Use	
Basement resider	tal	residential	
1st reside	The same of the sa		
	nna	AN BAB on	
2nd resider	tal	AN BUB ON	occasion
and reside	ntal ntal		
sid Testae	ntal	Air Bob on residential	occasion
2nd reside 3rd reside Will development be phased? □NO	ntal	AN BUB ON	This is still the
Will development be phased?	ntial □ TYES If yes, e	Air Bob on residential	This is still the
Will development be phased?	ntial □ TYES If yes, e	Air Bob on residential	This is still the
sra Testae	ntial □ TYES If yes, e	Air Bob on residential	occasion

8. Please provide a written description of proposed structures and improvements. Include all of the Describe primary and secondary uses Primary residence, occasionally used as on AN BnB Proposed interior changes NIA

Day/hours of operation NIA

Utilities- will you connect to existing utilities or install new? NA

Anticipated number of residents, users, shoppers, employees, etc. as a result of this project NA

Exterior features to be added/changed, (i.e., lighting fixtures, signage, decorative elements, doors, windows, siding, painting, etc.) りる

For residential, mixed-use buildings, or STRs, include a number of dwelling units by size 3-4 bedrooms (efficiency/studio, one-bedroom, two-bedroom, three or more bedroom) depending on # of renters. (currently, the

Parking plan driveway or curbside seasonally

Proposed Landscaping N/A /NO Change

Garbage storage Bins provided by Casella.

Explain the need for managing stormwater and drainage facilities that will be utilized in preventing converted flooding and erosion N/A /NO Chance

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

10

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

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

Criteria to be addressed:

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

N/A / No change

I have been renting my house out via Air BnB on occasion to supplement my income since 2017. This is still my primary residence.

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

N/A / No change

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

N/A / No Change

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

N/A / No change

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

N/A / No change

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

N/A / No change

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

NIA / No change

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

W/A / No change

are permitted by ri	ght (allowed uses tha	t do not	require a spe	cial use permi	levelopment of uses that t)? Consider the Ilid waste, glare or any
NTA	/No chan	ige			
	historic opperty falls within a hi	uilding? district? istoric dis osite and	NO DY strict or is on use the map	ES the National Ro ping tool: <u>cris.p</u>	egister, visit the Cultural arks.ny.gov
Name	Company		Profession	Phone	Email
N/A					
Applicant's Signature _ Property Owner's Signa	<i>V</i>	S	(Colby		e <u>8-15-23</u> ate <u>8-15-23</u>
For Office Use Only - E Property is located with Property located in Ess Municipal boundary (v County or State Parks County or State Roads County or State Faciliti	hin 500 feet of: ex County illage or town)	Y	2		

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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: STR Permit	Siz dfathered -	For
Project Location (describe, and attach a location map):	Throughton to of	- 1
117	Olivest, Saranoc	Lake, NI
Brief Description of Proposed Action:	/	01
Brief Description of Proposed Action: Applying for STR Permit as I have been renting for supplemental income	/ Grandfather	Clause
as I have been renting	out my primary	residen
for supplemental income	since zoit on	Thy Dru
Name of Applicant or Sponsor:	Telephone: 518-637-	
Kristeen Colby		
Address:	E-Mail: Knisteencolby	@yahoo.Cl
117 Olive St		
City/PO: Saranac Lake, NY	State: Zi	p Code: 12983
1. Does the proposed action only involve the legislative adoption of a plan,	local law, ordinance,	NO YES
administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and	the emironmental recourses that	
may be affected in the municipality and proceed to Part 2. If no, continue to	question 2. See above	
2. Does the proposed action require a permit, approval or funding from any		NO YES
If Yes, list agency(s) name and permit or approval:	- 1	口図
9	see above	
3.a. Total acreage of the site of the proposed action?	0.25 acres	
b. Total acreage to be physically disturbed?	one acres	1
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?).25 acres	
4. Check all land uses that occur on, adjoining and near the proposed action		
Urban Rural (non-agriculture) Industrial Comm	ercial Residential (suburban)	
□Forest □Agriculture □Aquatic □Other	- •	
Parkland		

THE SECOND CONTRACTOR OF THE SECOND

I N	OF	YES	N/A
5. Is the proposed action,		X	
a. A permitted use under the zoning regulations?	$\dashv \vdash$	X	F
b. Consistent with the adopted comprehensive plan?		NO	YES
6. Is the proposed action consistent with the predominant character of the existing built or natural	H		X
landscape?	_	<u> </u>	YES
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area	7	NO	I Eas
If Yes, identify:	-	\bowtie	
	-	NO	YES
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		X	П
to file amount entire?	-		H
b. Are public transportation service(s) available at or near the site of the proposed action?	L		
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action	n?		M
9. Does the proposed action meet or exceed the state energy code requirements? 1. The any percentage action meet or exceed the state energy code requirements?		NO	YES
9. Does the proposed action meet of exceed the state of the proposed action will exceed requirements, describe design features and technologies:		N	
It the proposed descent the enterest,	- 1	$ \Delta$	لسا
11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	=+	NO	YES
10. Will the proposed action connect to an existing public/private water supply?	2 1		
If No, describe method for providing potable water:	2	\boxtimes	
II 140, describe inscreta 200 provide a provid	- [
11. Will the proposed action connect to existing wastewater utilities?	a I	NO	YES
		d	
If No, describe method for providing wastewater treatment:	-	\boxtimes	
21 de 1 Decider of Historia	- ,	NO	YES
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic	YPY]	V	П
Places?	바	씍ㅣ	H
b. Is the proposed action located in an archeological sensitive area?	\perp		YES
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain	H	NO	113
wetlands or other waterbodies regulated by a federal, state of local agency.	1.1	4	片
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		\square	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:	-		
17 the table found on the project cite. Check all t	hat an	nly:	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all t Shoreline	ıl	F-9 .	28.0
MC.1-1			,
Wetland Utrban Suburban 15. Does the site of the proposed action contain any species of animal, or associated habitats, listed	1	ON	YES
by the State or Federal government as threatened or endangered?	Ī	V	
	1	NO -	YES
16. Is the project site located in the 100 year flood plain?	H	Χĺ	
17. Will the proposed action create storm water discharge, either from point or non-point sources?		NO	YES
	1. E	XI	
If Yes, a. Will storm water discharges flow to adjacent properties?	Inli		
	,		
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	191		
If Yes, briefly describe:			
	-		

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain purpose and size:	Ø	
19. Has the site of the proposed action or an adjoining property been the location of an active or closed	NO	YES
solid waste management facility? If Yes, describe:	Ø	
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 X	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE I	BEST O	FMY
Applicant/sponsor name: Knisten Colby Date: 8/15/ Signature: Knisten Colby	23	



Village of Saranac Lake

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

VILLAGE OF SARANAC LAKE WATERFRONT ASSESSMENT FORM (WAF)

Section A. Instructions

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

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

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

SECTION B. Description of Site and Proposed Action				
Name of applicant:				
2. Mailing address: 3. Telephone Number:				
4. Location of action:	5. Tax Map # (s):			
6. Size of site:	7. Present land use(s):			
Present zoning classification: 9. Percentage of site which contains slopes of 15% or greater:				
10. Type of action (check appropriate response) Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction) Financial assistance (e.g. grant, loan, subsidy) Permit, approval, license, certification				
Agency undertaking action: 11. Streams, lakes, ponds, or wetlands existing within or continuous to the project area?				
☐ No ☐ Yes If yes, Waterbody Name: Waterbody Size(in acres):				
12. Describe nature and extent of action:				
13. Describe any unique or unusual land forms on the project site (i.e. bluffs, ground depressions, other geological formations):				
14. Will the action be directly undertaken, require funding, or approval by a State or Federal Agency? ☐ No ☐ Yes If yes, which State or Federal Agency?				

SECTION C. Motorfront Assessment /To be completed by reviewing agency	1997	
SECTION C. Waterfront Assessment (To be completed by reviewing agency)	VEC	NO
Will the proposed action have a significant effect upon: (a) Commercial or recreational use of fish and wildlife resources	YES	NO
(b) Scenic quality of the waterfront environment?	H	H
(c) Development of future, or existing water dependent uses?	Ħ	H
(d) Stability of the shoreline?	\Box	H
(e) Surface or groundwater quality?		
(f) Existing or potential public recreation opportunities?		
(g) Structures, sites or districts of historic, archeological or cultural significance to the Village, State or nation?	√ □	NO NO
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?	百杯	
(b) Physical alteration of two (2) acres or more of land located elsewhere in the waterfront area?	H	片
(c) Expansion of existing public services or infrastructure in undeveloped or low density areas of the waterfront area?	H	Н
(d) Energy facility not subject to Article VII or VIII of the Public Service Law?	H	Ħ
(e) Mining, excavation, filling or dredging?	Ħ	Ħ
(f) Reduction of existing or potential public access to or along the shore?		
(g) Sale or change in use of publicity-owned lands located on the shoreline or under water?		
(h) Development within designated flood hazard area?		
(i) Development on a natural feature that provides protection against flooding or erosion?(j) Diminished surface or groundwater quality?		
(k) Removal of ground cover from the site?	닏	H
3. Project:	AES DDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDDD	
(a) If a project is to be located adjacent to shore:		_
(1) Will water-related recreation be provided?		Ш
(2) Will public access to the shoreline be provided?		
(3) Does the project require a waterfront site?		
(4) Will it supplant a recreational or maritime use?		
(5) Do essential public services and facilities presently exist at or near the site?(6) Is it located in a flood prone area		
(7) Is it located in a need of high erosion	Ц	Щ
(b) If the project site is publicly owned:	Ш	Ш
(1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?		
(2) If located in the foreshore, will access to those and adjacent lands be provided?	H	H
(3) Will it involve the siting and construction of major energy facilities?		
(4) Will it involve the discharge of effluents from major steam electric generating and industrial facilities into a waterway		П
(c) Is the project site presently used by the community as an open space or recreation area?		
(d) Does the present site offer or include scenic views or vistas known to be important to the community?		
(e) Will the surface area of any waterways or wetland areas be increased or decreased by the proposal?(f) Will the project involve any waste discharges?		
(g) Does the project involve surface or subsurface liquid waste disposal?	님	
(h) Does the project involve transport, storage, treatment or disposal of solid waste or hazardous material?	H	님
(i) Does the project involve shipment or storage of petroleum products?	H	H
(j) Does the project involve discharge of toxics, hazardous substances or other pollutants?	吕	
(k) Will the project affect any area designated as a freshwater wetland?		$\overline{\Box}$
(I) Will the project alter drainage flow, patterns or surface water runoff on or from the site		
(m) Will best management practices be utilized to control storm water runoff into waterways?		
(n) Will the project cause emissions which exceed Federal or State air quality standards or generate significant amounts of nitrates or sulfates?		
SECTION D. Remarks or Additional Information	87.	7 3/1
		211
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 and explain all mitigating actions. Add any additional sheets necessary to complete this form		MILIT
Sauth points, was pointed the project to het containent man and explain air mingaling actions, near any additional effects freezestary to complete this form	•	

SECTION E. Preparer Information			
Preparer's Name (Please print):			
Title:			
Organization Name: Village of Saranac Lake Developr	nent Board		
Phone Number:			
Signature:		Date:	
SECTION F. Determination of LWRP C	onsistency (To be complete	ed by the Planning B	oard)
The Village of Saranac Lake Planning Board finds that the consistent with LWRP policy standards and conditions.	ons.		
□ <u>not</u> consistent with LWRP policy standards and co	nditions and <u>shall not be undertaken</u> .		
Print Name of Planning Board Chair			
Signature of Planning Board Chair	Date		



Newly renovated cure cottage. Sleeps 8+!

★ 4.92 · <u>49 reviews</u> · **T** Superhost Saranac Lake, New York, United States

Entire home hosted by Kristeen



12 guests · 3 bedrooms · 5 beds · 2 baths

- Self check-in
 - Check yourself in with the lockbox.
- Kristeen is a Superhost
 Superhosts are experienced, highly rated hosts who are committed to providing great stays for guests.
- @ Great location

\$500 night ★ 4.92

Check availability



51 Reviews

4.90 *

Years hosting



Lives in Saranac Lake, NY

I am a Physician Assistant in the ER

Kristeen's reviews

"...This was my first Air B&B that I rented personally and it didn't disappoint. Kristeen was a wonderful host and extremely accommodating. I would stay here again...."



Jennifer 1 week ago **...**(



Kristeen colby

Form W-9

Last updated

Sep 6, 2022

Tax country/region

United States

Tax classification

Individual/sole proprietor

Tax ID number

***-**-**50

Address

117 olive st, saranac lake, NY, US, 12983

Update tax info

Form 1099

A Form 1099 is issued each calendar year when the taxpayer's gross earnings meet IRS reporting

Your receipt from Airbnb

Receipt ID: RCWBC92R8T - January 23, 2022



\$2,173.90

Saranac Lake

4 nights in Saranac Lake

Thu, Jul 28, 2022 — Mon, Aug 1, 2022 Entire home/apt 5 beds 8 guests



Hosted by Kyle Pickering

Confirmation code HMSRQXT9X3 Getoltinenary Gotelisting

Traveler Kristeen Colby

Cancellation policy

Free cancellation for 48 hours after boolung. After their cencel before 2:00 PM on Jul 21 and get a 50% refund, minus the service fee.

Cutoff times are based on the listing a local time

Have a question?

Visit the Help Center

Price breakdown

\$450.00 x 4 nights	\$1,800.00
Cleaning fee	\$25.00
Service fee	\$257.65
Occupancy taxes and fees	\$91.25

Payment

Total (USD)

VISA 5510		\$1,757.65
January 22, 2022	7.05.26 PM #51	¥1,.07.00

Amount paid (USD) \$1,157.65

Airbnb service fee

includes applicable VAT charges. On to Payment Details to view VAT Invoice

Occupancy taxes

Occupancy Taxes include Accommodations Tax (£ssex)

Airbnis Payments, Inc.

Airbib Payments is a limited payment collection agent of your Host. It means that upon your payment of the Total Fees to Airbirb Payments, your payment obligation to your Host is satisfied Refund requests will be processed in accordance with: (i) the Host is cancellation policy (available on the Listing), or (ii) Airbirb Guest Refund Policy Terms. available at wiew airbirb.com/favms. Questions or complaints contact Airbirb Payments, bit. at +1(844) 234-2500.

Payment precessed by:

Airbnic Payments, Inc.

888 Braman Street, San Francisco, CA 94103

Airbrib, Inc

668 Brannan St., San Francisco, CA 94103

www.airbnb.com



×

Transaction History

<u>Help</u>

Completed Payouts

Upcoming Payouts

Jan 31, 2023

\$720.00

PayPal: kristeenleclair@yahoo.com (USD) 7M550649B8993783Y

Nov 12, 2022

\$1,120.35

Araina Redden, Nov 11 – 13, 2022 PayPal: kristeenleclair@yahoo.com (USD) 5PR29073JF268501R

Oct 9, 2022

\$1,042.75

Katherine Shay, Oct 8 – 10, 2022 PayPal: kristeenleclair@yahoo.com (USD) 9B842683R7638772B

Oct 1, 2022

\$1,042.75

RickelleRenae Chugg, Sep 30 – Oct 2, 2022 PayPal: kristeenleclair@yahoo.com (USD) 8XU48451YE6678543

Sep 26, 2022

\$189.60

Shawon Roy, Sep 2 – 5, 2022 PayPal: kristeenleclair@yahoo.com (USD) 09D67506YD6295206

Sep 17, 2022

\$1,353.15

Matthew Seidel, Sep 16 – 18, 2022 PayPal: kristeenleclair@yahoo.com (USD) 5H1122974D440250L

