



## CITY OF SARATOGA SPRINGS

### DESIGN REVIEW COMMISSION

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Tamie Ehinger, *Chair*  
Karen Cavotta, *Vice Chair*  
Cynthia Corbett  
Leslie DiCarlo  
Chris Bennett  
Leslie Mechem  
Rob DuBoff  
Steve Rowland, *Alternate*  
Katie Rocque, *Alternate*

Meeting:

DESIGN REVIEW COMMISSION MEETING

7:00 P.M., WEDNESDAY, APRIL 17, 2019

**NOTE LOCATION: RECREATION CENTER, 15 VANDERBILT AVE**

### Agenda

Salute to the Flag

#### **A. Approval of Minutes: 3/20**

#### **B. Possible Consent Agenda Items:**

Note: The intent of a consent agenda is to identify any applications that appear to be 'approvable' without need for further evaluation or discussion. If anyone wishes to further discuss any proposed consent agenda item, then that item would be pulled from the 'consent agenda' and dealt with individually.

1. 20190304 Max Level Fitness Signage

165 High Rock Ave, Architectural Review of a change in wall signage within the Transect-6 Urban Core district.

[PROJECT DOCUMENTS](#)

2. 20190312 15 Ballston Ave Signage

15 Ballston Ave, Architectural Review of a new wall sign and a change in freestanding signage within the Transect-5 Neighborhood Center district.

[PROJECT DOCUMENTS](#)

3. 20190306 73 Beekman Studio Signage

73 Beekman Street, Architectural Review of an wall sign within the Neighborhood Complementary Use-1 district.

[PROJECT DOCUMENTS](#)

4. 20190311 Pitney Meadows Bathrooms

223 West Ave, Architectural Review of a new restroom structure within the Rural Residential and Pitney Meadows Planned Unit Development districts.

[PROJECT DOCUMENTS](#)

5. 20190310 Pitney Meadows Greenhouse

223 West Ave, Architectural Review of a 22'x30' greenhouse within the Rural Residential and Pitney Meadows Planned Unit Development districts.

[PROJECT DOCUMENTS](#)

#### **C. DRC Applications under Consideration**

1. 20190265 Falvey Mixed-use Building  
65 Beekman St., Architectural review of a new 2-story, mixed-use building within the Neighborhood Complementary Use -1 district.  
[note: discussion only; need PB special use on 4/18]

[PROJECT DOCUMENTS](#)

2. 20190173 Grant Residence Addition  
149 Spring Street, Historic Review of a new 2<sup>nd</sup> story addition to an existing structure within the Urban Residential-3 district.

[note: applicant has submitted project revisions from prior submission]

[PROJECT DOCUMENTS](#)

3. 20190227 West Hill Plaza Exterior Modifications  
93-109 West Ave, requested modification to an Architectural Review approval within the Transect-5 Neighborhood Center district.

[PROJECT DOCUMENTS](#)

4. 20190318 Kisber Walk & Driveway  
649 North Broadway, Historic Review of new walk- and drive-way materials within the Urban Residential-1 district.

[PROJECT DOCUMENTS](#)

5. Flat Rock Centre Parking Structure  
Maple, Lake & High Rock avenues, discussion on presentation of proposed parking structure within the Transect-6 Urban Core district.

[PROJECT DOCUMENTS](#)

Upcoming Meeting(s):

- May 1, 2019 (Caravan: Tuesday, April 23 at 5:00 pm)
- May 15, 2019 (Caravan: Tuesday, May 7 at 5:00 pm)
- June 5, 2019 (Caravan: Tuesday, May 28 at 5:00 pm)

NOTE: This agenda is subject to change. Please check [WWW.SARATOGA-SPRINGS.ORG](http://WWW.SARATOGA-SPRINGS.ORG) for latest version.

Submit Public Comments for Design Review Commission

[SUBMIT COMMENTS](#) to members of the Design Review Commission and City Staff about projects on this agenda.

SARATOGA SPRINGS PLANNING BOARD - GUIDELINES FOR PUBLIC INPUT -

The Planning Board reviews a wide variety of applications and its primary responsibilities include four land development decisions including New York State Environmental Quality Review (SEQR), Special Use Permit (SUP), Site Plan (SP) and Subdivision (SD).

The rules regarding public input depend on the type of application before the Planning Board.

*SEQR and SP:* The Planning Board reserves the right to allow **public comment** as deemed necessary. The total duration for all public comments should not exceed fifteen (15) minutes with each individual speaker limited to a total of two (2) minutes.

*SUP and SD:* The Planning Board is required to conduct a **public hearing** with proper notice to all neighbors residing within 250 feet of the project. Each individual speaker will be limited to a total of three (3) minutes.

*For all applications:* Speakers providing public input will be timed to ensure compliance. Applicants' initial presentation to the Board will be limited to 15 minutes.

**GENERAL GUIDELINES FOR SPEAKERS:**

Planning Board members are volunteers appointed by the Mayor to serve seven-year terms. Each member has a single vote and a quorum (4 or more members) is required to vote on an application.

- All meetings are video recorded and webcast; please provide public input in a respectful manner.
- Public input will occur after the Applicant has presented the project to the Planning Board.
- Speak clearly into the microphone and state your name and address.
- Speakers will be timed – two (2) minute limit for public comment and three (3) minute limit for public hearing. Be concise, it's OK to speak for less than the time limit.
- Individuals may not donate their allotted time to other speakers.
- Face the Planning Board at all times, do not engage in direct discussions with the audience.
- Do not repeat points made by previous speakers.
- No laughing, heckling, speaking or clapping from the audience.
- Comments to the Board should specifically relate to the application under consideration and be directly relevant to the evaluation criteria.
- It is best to identify a designated speaker to summarize comments from multiple individuals.
- Written comments will be distributed to the Board and made part of the public record.
- Please note that the Planning Board has no jurisdiction over code enforcement.

The Planning Board appreciates meaningful and thoughtful input from the community.

To learn more about the application review process, please contact the City Planning Department.

Bradley Birge: 518-587-3550 x2515 [bbirge@saratoga-springs.org](mailto:bbirge@saratoga-springs.org)

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