



# City of Saratoga Springs

## PLANNING BOARD

City Hall • 474 Broadway  
Saratoga Springs, New York 12866  
518.587.3550

[www.saratoga-springs.org](http://www.saratoga-springs.org)

| PB Board Members              |
|-------------------------------|
| Mark Torpey (Chair)           |
| Kerry Mayo                    |
| Ruth Horton                   |
| Todd Fabozzi                  |
| Jason Doty                    |
| Shawna Jenks (alternate)      |
| Alfred Dal Pos                |
| Christopher Pipia (alternate) |

**NOTE: This meeting is being held in person at City Hall**

- To view the webcast live, or once recorded, go to [www.saratoga-springs.org](http://www.saratoga-springs.org).
- To participate or provide input during the meeting, enter the ramp door at City Hall. The door is unlocked 1/2 hour prior to meeting start time and locks again 1 hour after meeting start time.
- Comments may be submitted up to 12PM on the day of the meeting using the [Public Comment form on the Planning Department page](#).

### PLANNING BOARD MEETING AGENDA

Thursday, November 18, 2021 at 6:00 p.m.

#### Salute the Flag

#### Roll Call

#### 1. Approval of Meeting Minutes

#### 2. 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.

| Agenda Order | Project # | Project | Project Location | Project Description |
|--------------|-----------|---------|------------------|---------------------|
|              |           |         |                  |                     |

#### 3. PB Applications Under Consideration - NOTE: Agenda item discussion will not begin past 10:00 p.m.

| Agenda Order | Project #                | Project                                      | Project Location  | Project Description  |
|--------------|--------------------------|--|---|--|
| 1            | <a href="#">20200805</a> | <b>Saxton Subdivision</b>                    | 34 Glenmore Ave   | Final plat review of a proposed two-lot subdivision to provide for one new single-family residential lot in the Urban Residential (UR-2) district.   |
| 2            | <a href="#">20210307</a> | <b>Thornton Final Subdivison</b>             | 215 Grand Ave   | Final plat review of a two-lot subdivision in the Urban Residential - 2 (UR-2) district.   |
| 3            | <a href="#">20211113</a> | <b>Smiley-Brackett Cottage</b>               | 166 Excelsior   | Consideration of an advisory opinion to the City Council for a zoning text amendment to add the property to the list of City Landmarks in 7.4.18.  |
| 4            | <a href="#">20210932</a> | <b>25 Lake/ 38 High Rock Ave Subdivision</b> | 25 Lake Ave/ 38 High Rock Ave   | Final plat review of a two-lot subdivision in the Transect-6 Urban Core district.  |
| 5            | <a href="#">20211077</a> | <b>74 Mitchell Site Plan</b>                 | 74 Mitchell Street  | Site plan review for a private club/recreation area that includes a member pool and cabana and associated site work in the Urban Residential - 3 district (UR-3).  |
| 6            | <a href="#">20210755</a> | <b>269 Broadway Site Plan</b>                | 269 Broadway  | Site plan review of a six-story multi-tenant commercial building and associated site work in the Transect - 6 Urban Core (T-6) district.   |
| 7            | <a href="#">20210757</a> | <b>Myrtle Street Site Plan</b>               | Corner of Myrtle Street and Morgan St, 1 Morgan St. and 55 Myrtle St. | Discussion: DRC advisory opinion and design revision update pertaining to coordinated SEQRA review for a phased project totaling 105,000 sq. ft. medical office use and associated site work in the Office Medical Business - 2 (OMB-2) and Urban Residential -1 (UR-1) districts. |

#### 4. Upcoming Meetings

November 18, 2021 (workshop - November 15, 5:00 p.m.)

December 9, 2021 (workshop - December 2, 5:00 p.m.)

#### GENERAL MEETING GUIDELINES

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 depends 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.

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.

Note: This agenda is subject to change. Please check the [website](#) for latest version.

#### GENERAL GUIDELINES FOR SPEAKERS

- 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. Susan Barden: 518-587-3550 x2493 [susan.barden@saratoga-springs.org](mailto:susan.barden@saratoga-springs.org)