Salute to the Flag

A. Approval of Minutes: 4/3, 4/17, 5/1

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. 20190422 Impressions Awnings
   365 Broadway, Historic Review of new awnings within the Transect-6 Urban Core district.

PROJECT DOCUMENTS

2. 20190418 Old Saratoga Square Partnership Awnings
   437-443 Broadway, Historic Review of replacement awnings within the Transect-6 Urban Core district.

PROJECT DOCUMENTS

3. 20190362 Market 32 Exterior Modifications
   115 Ballston Ave, Architectural Review of façade modifications and signage within the Highway General Business district.

PROJECT DOCUMENTS

4. 20190429 Plaza 15 Signage
   30 Gick Road, Architectural Review of a wall sign within the Transect-4 Urban Neighborhood district.

PROJECT DOCUMENTS

5. 20190415 Carroll Residence Screened Porch
   38 High Rock-Unit4J, Architectural Review of porch screening within the Transect-6 Urban Core district.

PROJECT DOCUMENTS

C. DRC Applications under Consideration

1. 20190359 Strauss Walkway and Stairs
   26 Fifth Ave, Historic Review of exterior modifications (walkway and front stair materials) within the Urban Residential -1 district.
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

NOTE: This agenda is subject to change. Please check www.saratoga-springs.org for latest version.
FLOOR PATTERNING GENERAL NOTES:
1. ALL FLOOR FINISHES SHALL TRANSITION AT THE CENTERLINE OF THE DOOR, UNLESS OTHERWISE NOTED. INSTALL TRANSITION STRIPS PER DETAILS.
2. PROVIDE MARBLE THRESHOLD AT ALL TOILET ROOM DOORS UNLESS OTHERWISE NOTED.
3. ALL AREAS WITH INTEGRAL SHEET VINYL BASE SHALL BE AT 4" A.F.F. BASE SHALL BE THE SAME COLOR AS THE ADJACENT FLOORING MATERIAL, UNLESS OTHERWISE NOTED.
4. ALL GROUT TO BE SEALED A MINIMUM OF TWO TIMES PRIOR TO COMPLETION.
5. WHERE KICKSPACES OCCUR AT MILLWORK, FLOOR FINISH SHOWN ON PLANS SHALL RUN UNDERNEATH KICKSPACE AS WELL.
6. WHEN DIAGONAL PATTERN OCCURS, AVOID SLIVERS OF TILE AT BORDER WHEN POSSIBLE.

FLOOR PATTERNING KEY NOTES:
- SVT-2 TO BE INSTALLED IN QUARTER TURN INSTALLATION
- SRT-1 TO BE INSTALLED IN QUARTER TURN INSTALLATION
- SDT-1 TO BE INSTALLED IN QUARTER-TURN INSTALLATION
- SVT TO BE INSTALLED IN DIAGONAL 2 COLOR PATTERN (SVT-1, 2).
- SEE 2/I301 FOR PATTERN PLAN
- SVT TO BE INSTALLED IN DIAGONAL 3 COLOR PATTERN (SVT-1, 2, 3).
- SEE 3/I301 FOR PATTERN PLAN
- CPT-1 TO BE INSTALLED IN ASHLAR INSTALLATION
- WOC-1 TO BE INSTALLED IN QUARTER-TURN INSTALLATION
- SVT-3 TO BE INSTALLED IN QUARTER-TURN INSTALLATION
- LVT TO BE INSTALLED IN 2 COLOR LASER CUT MEDALLION (LVT-1, 2).
- SEE 2/I303 FOR PLAN.
- HWD-1 TO BE INSTALLED IN RANDOM INSTALLATION
- HWD-2 TO BE INSTALLED IN RANDOM INSTALLATION
- HWD-1 TO BE INSTALLED IN HERRINGBONE INSTALLATION
- CPT-2 TO BE INSTALLED IN QUARTER TURN INSTALLATION
- LVT-3 TO BE INSTALLED IN ASHLAR INSTALLATION
- FLOOR PATTERN PLAN TO ALIGN WITH LOCATION OF COFFERS IN CEILING ABOVE

FLOOR PATTERNING GRAPHIC LEGEND AND SYMBOLS:
- DIRECTION OF LINEAR NATURE OF PLANK CARPET, PLANK LVT & HARDWOOD FLOORING
- TRANSITION STRIP TYPE - SEE SHEET I800 FOR DETAILS.
FLOOR PATTERNING GENERAL NOTES:
1. 1. All floor finishes shall transition at the centerline of the door, unless otherwise noted.
2. Provide marble threshold at all toilet room doors unless otherwise noted. Install transition strips per details.
3. All LVT to be installed in 2 color laser cut medallion (LVT-1, 2).
4. SVT-3 to be installed in quarter-turn installation.
5. Where kickspaces occur at millwork, floor finish shown on plans shall run under the kickspace as well. Same color as the adjacent floor material, unless otherwise noted. Install transition strips per details.
6. When diagonal pattern occurs, avoid slivers of tile at borders when possible.

FLOOR PATTERNING KEY NOTES:
- SVT-1 & SVT-2 tiles 16" x 16"
- SVT-1 & SVT-2 tiles cut down to 4" x 4"
- SVT-1 & SVT-2 tiles in diagonal 2 color pattern (SVT-1, 2).
- SVT-1 & SVT-2 tiles in diagonal 3 color pattern (SVT-1, 2, 3).
- SDT-1 to be installed in quarter-turn installation.
- CPT-1 to be installed in ashlar installation.
- HWD-1 to be installed in herringbone installation.
- HWD-2 to be installed in random installation.
- SVT-2 & SVT-3 tiles cut down to 4" x 4"
- SVT-2, SVT-3 typical repeat combination SVT pattern (SVT-1, 2, 3)
- LVT-3 to be installed in ashlar installation.
- CPT-2 to be installed in quarter-turn installation.
- SDT-1 to be installed in quarter-turn installation.

FLOOR PATTERNING GRAPHIC LEGEND AND SYMBOLS:
- SDT-1 to be installed in ashlar installation.
- CPT-1 to be installed in ashlar installation.
- LVT-3 to be installed in ashlar installation.
- SDT-1 to be installed in quarter-turn installation.
- CPT-2 to be installed in quarter-turn installation.
- HWD-1 to be installed in herringbone installation.
- HWD-2 to be installed in random installation.
- SVT-2, SVT-3) typical repeat combination SVT pattern (SVT-1, 2, 3).
- VS-1 to be installed in ashlar installation.
- TS-1 to be installed in ashlar installation.
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CENTERED IN CEILING RING.
CHANDELIER TO BE LUMINAIRE SCHEDULE.
MEDALLION MOUNTING HEIGHT PER CENTERED ABOVE FLOOR
CEILING RING TO BE 11' - 0".

WARMING KITCHEN 3206 - ELEVATION
MUSIC HALL LOBBY -  ELEVATION
SECOND FLOOR HEARING ROOM 2600 - ELEV 7
SECOND FLOOR HEARING ROOM 2600 - ELEVATION
SECOND FLOOR HEARING ROOM 2600 - ELEV 7
SECOND FLOOR HEARING ROOM 2600 - PLAN
SECOND FLOOR HEARING ROOM 2600 - ELEVATION
SECOND FLOOR HEARING ROOM 2600 - ELEV 4
SECOND FLOOR HEARING ROOM 2600 - ELEV 3
SECOND FLOOR HEARING ROOM 2600 - ELEVATION
SECOND FLOOR HEARING ROOM 2600 - PLAN
SECOND FLOOR HEARING ROOM 2600 - ELEVATION
SECOND FLOOR HEARING ROOM 2600 - ELEV 4
SECOND FLOOR HEARING ROOM 2600 - ELEVATION
Ms. Tamie Ehinger, Chair  
Design Review Commission  
City of Saratoga Springs  
474 Broadway  
Saratoga Springs, New York 12866

RE: City Hall Renovation

Dear Tamie,

The Saratoga Springs Preservation Foundation reviewed the plans and the material samples for the floor tile and the porcelain tile panel for the City Hall renovation.

The Foundation is pleased that the Department of Public Works is presenting the proposed renovation plans of City Hall, a Local Landmark, to the Design Review Commission for review.

The Foundation appreciates the number of improvements that need to be made to the infrastructure of the building – electrical, plumbing, heating and air-conditioning, as well as communication and security systems – and the need to increase office and operational efficiencies and meet the state mandate to provide a second hearing room for the Saratoga Springs City Court. The Foundation has no objections to the proposed floor plans that have been presented.

The Foundation is very pleased with the plans to not only to preserve, but also to uncover many of the historic features of the building such as the tin ceilings, light fixtures, stained glass, art deco balustrade, doors, radiators, and, most importantly, the stairs as you enter City Hall as they are a significant character-defining feature of the building. The Foundation thanks Commissioner of Accounts John Franck for his willingness to sacrifice space for his department’s offices in order to accommodate the proposed second elevator and preserve the stairs.

The Foundation is pleased that the diamond-patterned floor in the hall will be restored to its historic appearance, which emphasizes the path of circulation – visually connecting the entry of the building to the end of the hall, leading one to the City Council Chamber and where the historic court room was located. The Foundation recommends that there be significant contrast between the two colors of the diamond pattern as shown in historic photographs (see attached).

However, the Foundation does not support the proposed change to the vestibule that alters the entry into the interior of City Hall. The arrival experience, which is imposing and grand, and circulation axis, a key design feature of the space, should remain as it has historically – not requiring one to turn right or left to enter the building.

The Foundation also does not find the proposed treatment of the Music Hall appropriate. Its appearance should remain simple, consistent with the historic appearance of the Music Hall. The rendering is reminiscent of a hotel conference space, not the historic Music Hall. The Foundation objects to the applied moldings. It recommends a simple wainscoting. It also objects to the patterned wood floor. The floor should retain its
historic appearance. Again, the Foundation understands the need to address acoustics, but the use of acoustic ceiling tiles is not appropriate for this space. The Foundation recommends acoustic drywall in lieu of acoustic ceiling tiles.

Information regarding the palette of materials, finishes, and colors are extremely important to understanding the proposed renovation. Several dozen finishes and products are indicated in the drawing set and need to be presented. The Foundation found it challenging to comment on the treatments of the interiors without a better understanding of the finish materials and products. Specification sheets and samples of selected finishes and light fixtures in the public spaces will allow the Foundation to provide better informed comments on the interior treatments.

For example, there was no detailed information about the appearance of the proposed wood panels in the hall that will replace the laminate panels that were removed due to asbestos. The Foundation requests more information about those – including material, color, and texture – and how that will match the existing historic Art Deco doors and trim.

At this time, the Foundation recommends that this project receive a phased review from the Design Review Commission in order to not delay the progress of this important project moving forward. Phase I would allow for the Design Review Commission to approve the proposed floor plans, which the Foundation supports. Phase II would allow time for additional information to be provided regarding interior design details – including materials, finishes, and colors.

The Foundation supports this important capital project and the plans to comply with current life safety codes as well as to modernize office operations. The Foundation looks forward to having the opportunity to see more detailed information as the plans progress. Please let us know where we can be of assistance and help move this project forward on behalf of our city’s residents.

Sincerely,

Matthew E. Veitch
President

Samantha Bosshart
Executive Director

Cc: Skip Scirocco, Commissioner of Public Works
Michael Veitch, Business Manager of the Department of Public Works