



## 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, MARCH 6, 2019

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

### Agenda

Salute to the Flag

#### **A. Approve Meeting Minutes: 2/20/19**

#### **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. 20190162 Henry Street Condos Extension

126 Henry Street, extension of Architectural Review approval originally granted 9/20/17 for a condominium building within the Transect-5 Neighborhood Center district.

[PROJECT DOCUMENTS](#)

2. 20190163 Wirth Residence Porch Shade

38 High Rock Ave-Unit 4E, Architectural Review of a retractable porch screen within the Transect-6 Urban Core district.

[PROJECT DOCUMENTS](#)

3. 20190153 Wesley AT&T Antenna Upgrades

131 Lawrence Street, Architectural Review of a telecommunications facility upgrade within the Wesley Planned Unit Development district.

[PROJECT DOCUMENTS](#)

4. 20190174 Brant Fencing

695 North Broadway, Historic Review of new fencing within the Urban Residential-1 District.

[PROJECT DOCUMENTS](#)

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

1. 20190087 Kovachick Carriage House/Addition

184 Phila Street, Historic Review of a new, attached carriage house within the Urban Residential-3 district.

[PROJECT DOCUMENTS](#)

2. [20190026 Willard Residence Demolition/Construction](#)  
832 North Broadway, sketch plan review (Historic Review) of the demolition of an existing residence and construction of a new residence within the Urban Residential -1 district.

[PROJECT DOCUMENTS](#)

3. [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.

[PROJECT DOCUMENTS](#)

4. [20181133 The Spa Hotel](#)  
19 & 23 Washington Street, Historic Review of new 58-room hotel and spa within the Transect-6 Urban Core District.

[PROJECT DOCUMENTS](#)

Upcoming Meeting(s):

March 6, 2019 (Caravan: Tuesday, February 26 at [4:00 pm](#))

March 20, 2019 (Caravan: Tuesday, March 12 at [5:00 pm](#))

March 21, 2019 – Joint Mtg. w/Planning Board; 5:30p

April 3, 2019 (Caravan: Tuesday, March 26 at [5:00 pm](#))

April 17, 2019 (Caravan: Tuesday, April 9 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.

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