



## CITY OF SARATOGA SPRINGS

### DESIGN REVIEW COMMISSION

City Hall – 474 Broadway  
Saratoga Springs, New York 12866  
Tel: 518-587-3550 fax: 518-580-9480  
www.saratoga-springs.org

Tamie Ehinger, *Chair*  
Karen Cavotta, *Vice Chair*  
Cynthia Corbett  
Leslie DiCarlo  
Chris Bennett  
Leslie Mechem  
Rob DuBoff  
Steven Rowland, *Alternate*  
Kenneth Ritzenberg, *Alternate*

Meeting:

DESIGN REVIEW COMMISSION MEETING

7:00 P.M., WEDNESDAY, JUNE 19, 2019

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

### Agenda

Salute to the Flag

#### **A. Approval of Minutes:**

#### **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. 20190563 Star Radio Signage

34 Congress Street – Suite 103, Architectural Review of a wall sign within the Transect-4 Urban Neighborhood district.

[PROJECT DOCUMENTS](#)

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

1. 20190501 5 Spring Street Window

5 Spring Street, Historic Review of the restoration of an exterior window within the Transect-6 Urban Core district.

[PROJECT DOCUMENTS](#)

2. 20170676 (2017.118) Devall New Construction

~~59 Franklin Street, advisory opinion (Historic Review) to the Planning Board on a new single family residence within the Urban Residential-4 district.~~

[PROJECT DOCUMENTS](#)

3. 20190497 South Broadway Hotel

176 South Broadway, consideration of SEQR lead agency (Architectural Review) of demolition of existing building and construction of new hotel within the Transect-5 Neighborhood Core district.

[PROJECT DOCUMENTS](#)

4. 20190524 The Grove/Neumann Bldg Addition/Expansion

233 Lake Ave, Architectural Review of the expansion of an existing structure within the Urban Residential-1 district.

[PROJECT DOCUMENTS](#)

5. 20190568 Rosecrans Residence Exterior Modifications

748 North Broadway, Historic Review of a garage deck pergola addition and exterior stairway removal within the Urban Residential-1 district.

#### D. Upcoming Meetings:

June 19, 2019 (Caravan: Tuesday, June 11 at 4:00 pm)

July 3, 2019 (Caravan: Tuesday, June 25 at 4:00 pm)

July 17, 2019 (Caravan: Tuesday, July 9 at 4:00 pm)

August 7, 2019 (Caravan: Tuesday, July 30 at 4:00 pm)

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)

NOTE: This agenda is subject to change. Please check [www.saratoga-springs.org](http://www.saratoga-springs.org) for latest version.