# CITY OF SARATOGA SPRINGS

**PLANNING BOARD**

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PLANNING BOARD MEETING

THURSDAY, NOVEMBER 7, 2019

RECREATION CENTER, 15 VANDERBILT AVE

DRAFT AGENDA

6:00 PM

Salute to the Flag

**A. APPROVAL OF MEETING MINUTES**: SEPT. 19, OCT. 3

**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.

**C. APPLICATIONS UNDER CONSIDERATION** – Note: agenda item discussion will not begin past 10:00pm

1. 20170994 2017.040 FADEN MIXED-USE DEVELOPMENT, corner of West Ave. and Station Ln., Coordination of SEQRA Review for a new mixed-use project in the Transect – 5 District.

2. 20190604 THE CLUETT HOUSE BED AND BREAKFAST, 2 Clement Avenue, permanent Special Use Permit for a neighborhood Bed and Breakfast within an Urban Residential – 1 District.

3. 20190084 REGATTA VIEW AREA B PHASE III SUBDIVISION, Union Ave/Dyer Switch Rd/Regatta View Dr., 24-lot residential subdivision within the Regatta View Planned Unit District.

## D. UPCOMING MEETINGS:

November 7, 2019 (caravan/workshop Oct. 31)
November 21, 2019 (caravan/workshop Nov. 14)
December 12, 2019 (caravan/workshop Dec. 5)

NOTE: This agenda is subject to change. Please check www.saratoga-springs.org for latest version.

### 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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