

**VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES  
REGULAR MEETING AGENDA 5:30PM  
Monday September 23, 2019  
Roberts Rules of Order will be in Effect for this Meeting**

**A. CALL TO ORDER      PLEDGE OF ALLEGIANCE**

**B. ROLL CALL**

**C. AUDITING**

- a. Pay Vouchers
- b. Approve Minutes 9-9-19

**D. PUBLIC COMMENT PERIOD**

**E. CORRESPONDENCE-** Report from August Police Department

**F. ITEMS FOR BOARD ACTION**

<b>BILL</b>	<b>119</b>	<b>2019</b>	<b>Declare Equipment Surplus Allow for Sale</b>
<b>BILL</b>	<b>120</b>	<b>2019</b>	<b>Travel and Training DPW Superintendent</b>
<b>BILL</b>	<b>121</b>	<b>2019</b>	<b>Hydro Award Contract</b>
<b>BILL</b>	<b>122</b>	<b>2019</b>	<b>Call For A Public Hearing 10-15-19 Amending the SL Development Code</b>

**G. OLD BUSINESS**

**H. NEW BUSINESS**

**I. ITEMS FOR DISCUSSION**

**J. MOTION TO ADJOURN**

**RULES FOR PUBLIC HEARING COMMENTS AND  
PUBLIC COMMENT  
PERIOD OF MEETINGS**

- 1. Anyone may speak to the Village Board of Trustees during the public comment period of a public hearing or the public comment period of the meeting.**
- 2. As a courtesy we ask each speaker to give their name and address.**
- 3. Each speaker must be recognized by the chairperson before speaking.**
- 4. Individual public comment is limited to 5 minutes and may be shortened by the meeting chairperson.**
- 5. When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the chair may require that the group(s) designate not more than two spokespersons and limit the total time public comment to 5 minutes for each point of view or side of an issue.**
- 6. Individual time may not be assigned/given to another.**
- 7. A public hearing is meant to encourage resident comment and the expression of opinion, not a direct debate, nor should a commenter be intimidated by a village board rebuttal, therefore public hearings are limited to public comment and should a village response be asked by individuals the response shall be generally given after the public hearing during the village board regular meeting, or subsequently, by telephone or letter, unless factual in nature where the facts are fully known by staff, in which case a village official may respond.**
- 8. All remarks shall be addressed to the board as a body and not to any individual member thereof.**
- 9. Interested parties or their representatives may address the board at any time by written or electronic communications.**
- 10. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.**

Please note- During the course of regular business, discussion and commentary is limited to board members and village staff only. We ask for this courtesy, for the board and staff to conduct their business and discussion without interruption. All village board members and staff are available after the conclusion of a meeting for one on one discussion.

REGULAR MEETING OF THE BOARD OF TRUSTEES  
September 9, 2019

**ROLL CALL FOR REGULAR MEETING:** Present: Mayor Clyde Rabideau  
Trustees: Richard Shapiro, Patrick Murphy, Paul Van Cott and Melinda Little.  
Also present: Village Manager, John Sweeney, Village Treasurer, Elizabeth Benson, Superintendent of Public Works, Dustin Martin, and Village Clerk, Kareen Tyler.

Everyone stood for the pledge of allegiance.

**APPROVAL OF MINUTES**

Chair Mayor Rabideau called for a motion to approve minute of August 21 2019, August 26, 2019 and August 29, 2019

Motion: Little Second: Van Cott

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**AUDITING**

Chair Rabideau called for a motion to approve payment for the 2020 Budget \$261,784.68 voucher number 11042216 to 11042314 complete detail of these vouchers is attached and made part of these minutes.

Motion: Rabideau Second: Little

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**PUBLIC COMMENT PERIOD**

No one spoke

**CORRESPONDENCE:** Complete Streets Report and a Letter from the Adirondack Park Local Government Review Board

Chair Rabideau called for motion to accept and place on file the above referenced correspondence.

Motion: Murphy Second: Little

Roll Call: Little yes Murphy yes Shapiro yes Van Cott abstain

**ITEMS FOR BOARD ACTION:**

**Bill 112-2019 PBA MOA Approval**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Unanimous First and Second motion

Unanimous all in favor

**Bill 113-2019 Call for a Public Hearing Amending the Saranac Lake Development Code**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Van Cott Second: Shapiro

Roll Call: Little no Murphy no Shapiro no Van Cott no

**Bill 114-2019 Travel and Training Grade D Operators**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Little Second: Van Cott

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**Bill 115-2019 Support Local Students Global Climate Strike**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Van Cott Second: Shapiro

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**Bill 116-2019 Update Purchasing Policy**

Trustee Patrick Murphy recused himself and left the board room.

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Van Cott Second: Murphy

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**Bill 117-2019 Authorize Letter of Support for Clean Energy Communities**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Van Cott Second: Shapiro

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**Set Aside Rules and Allow Bill to be Placed on the Table**

Chair Mayor Rabideau called for a motion.

Motion: Shapiro Second: Murphy

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**Bill 118-2019 Authorize Letter of Support for Saranac Lake Street Fest for Community Arts Grant**

A copy of the bill is attached and made part of these minutes

Chair Mayor Rabideau called for a motion.

Motion: Murphy Second: Little

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

**OLD BUSINESS**

**MOTION TO ADJOURN**

Chair Mayor Rabideau called for a motion to adjourn.

Motion: Murphy Second: Little

Roll Call: Little yes Murphy yes Shapiro yes Van Cott yes

Respectfully submitted,  
Kareen Tyler, Village Clerk



# Saranac Lake Police Department

1 Main Street  
Saranac Lake, NY 12983-1795



Telephone: (518) 891-4428  
Fax: (518) 891-6321

## SARANAC LAKE POLICE DEPARTMENT – ACTIVITY REPORT

09/05/18

### August 2019

Total Calls for service:	266*
Total Arrests:	17
Mental Hygiene Law Arrests: (Included in total)	1
Accident Investigations:	11

### **Administrative:**

New Patrol Vehicle delivered.  
Patrolman William Flynn completed FTO training.  
Work place harassment training.

### **Policed Events:**

Northern Current Music Festival  
Farm to Forks  
Rugby Tournament

\*Calls for service do not include walk-ins at the station, traffic stops, parking tickets, other interaction with the public which does not necessitate documentation.



**RESOLUTION DECLARING EQUIPMENT SURPLUS AND  
AUTHORIZING THE SALE OF SURPLUS EQUIPMENT**

WHEREAS, the Village of Saranac Lake has determined the equipment on the attached list is no longer useful to the village; and,

WHEREAS, The Village of Saranac Lake may deem equipment as surplus and dispose of it, if it is no longer useful to the village.

NOW THEREFORE BE IT RESOLVED, That the Village Board deems the equipment on the attached list as surplus and allows the services of Auction International to sell the equipment.

BE IT FURTHER RESOLVED, the revenue from the sale of this surplus equipment will be transferred to the surplus equipment account.

SEPT. 9, 2019 SURPLUS EQUIPMENT

1. 2002 SUZUKI 500 4X4  
SERIAL JSAAM43A722100828
2. 1972 THIOKOL 2100B  
SERIAL 503
3. 2011 FORD F350 4X4 W/UTILITY BOX  
VIN# 1FDRF3B62BEA86311
4. WINCO GENERATOR PROPANE 120/240 VOLTS  
SERIAL 114670 U06 MODEL CSAPSF8B4W/A  
WITH TRANSFER SWITCH
5. GENERAC GENERATOR PROPANE  
SERIAL 4504850 VOLTS 120/240 AC AMPS 130/65 1PH RPM 3600  
NO TRANSFER SWITCH
6. 1953 HUGHES TRAILER ID#14131
7. NEW TAKE OFF 2019 FORD F350 4X4 8 FT PICKUP BOX WITH  
TAIL LIGHTS AND TAILGATE.
  - i. VILLAGE RESERVES RIGHT TO REJECT ANY AND ALL  
BIDS
  - ii. VILLAGE RESERVE RIGHT TO SELL OR TRADE  
CERTAIN ITEMS.
  - iii. ALL ITEMS AS IS

**Business of the Village Board**

**Village of Saranac Lake**

SUBJECT: Supervision Course FOR AGENDA OF 9/30/2019<sup>23</sup>

DEPT OF ORIGIN: DPW  BILL # 120-2019

DATE SUBMITTED: 9/11/2019 EXHIBITS: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney Village Administration

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EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED:	BUDGETED: \$2000.00	REQUIRED: \$0.00
Course: \$ 525.00		
Meals: \$164.00		
Lodging: \$280.00		
Total: \$969.00		

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**SUMMARY STATEMENT**

RESOLUTION AUTHORIZING OVERNIGHT TRAVEL FOR ONE (1) DPW EMPLOYEE TO ATTEND SUPERVISION COURSE OCTOBER 29 TO NOVEMBER 1 2019.

**RECOMMENDED ACTION**

APPROVAL OF RESOLUTION

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL:

MAYOR RABIDEIU \_\_\_\_\_

TRUSTEE SHAPIRO \_\_\_\_\_

TRUSTEE MURPHY \_\_\_\_\_

TRUSTEE LITTLE \_\_\_\_\_

TRUSTEE VAN COTT \_\_\_\_\_

**RESOLUTION AUTHORIZING OVERNIGHT TRAVEL FOR VILLAGE  
EMPLOYEE TO ATTEND SUNY MORRISVILLE FOR GRADE "D"  
OPERATOR CERTIFICATION COURSE**

WHEREAS, the Village of Saranac Lake encourages its employees to attend and participate in schooling, training, and correspondence courses that will increase their knowledge, skills and job performance,

NOW THEREFORE BE IT RESOLVED, Dustin Martin, is hereby approved to register and attend the supervisors Course on Oct.29<sup>th</sup> through Nov.1<sup>st</sup>, 2019 at SUNY Morrisville and,

BE IT FURTHER RESOLVED, the registration fee of \$969.00 which includes registration, training, lodging and meals will be taken from 004-8340-0406 water fund budget, travel and training line item.

**Business of the Village Board  
Village of Saranac Lake**

SUBJECT: Authorize Award to Perras Construction for Hydro Electric Plant Upgrade  
FOR AGENDA OF

DEPT OF ORIGIN: Manager BILL # 121-2019

DATE SUBMITTED: \_\_\_\_\_ EXHIBITS: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney

\_\_\_\_\_  
Village Administration

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EXPENDITURE REQUIRED: \$65,200.00	AMOUNT BUDGETED: \$140,000	APPROPRIATION REQUIRED:
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**SUMMARY STATEMENT**

Authorize Village Manager to enter into agreements with Perras Construction for the Hydroelectric Power Plant Upgrade in the amount of \$65,200

**RECOMMENDED ACTION**

APPROVAL OF RESOLUTION

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL:

MAYOR RABIDEAU \_\_\_\_\_

TRUSTEE LITTLE \_\_\_\_\_

TRUSTEE MURPHY \_\_\_\_\_

TRUSTEE SHAPIRO \_\_\_\_\_

TRUSTEE VANCOTT \_\_\_\_\_

**WHEREAS THE VILLAGE OF SARANAC LAKE Pine St Sewer Reconstruction**

**Whereas,** The Village of Saranac Lake has hired Barton & Loguidice to design and produce RFP for Hydroelectric Power Plant Upgrade

**No Therefore be it resolved,** The Village Board of Trustees authorizes the Village Manager to sign all necessary contract documents in reference to awarding Perras Construction in the amount of \$65,200.00 for the Hydroelectric Power Plant Upgrade.



September 19, 2019

Mr. John Sweeney  
Village of Saranac Lake  
2<sup>nd</sup> Floor, Suite 9  
39 Main Street  
Saranac Lake, New York 12983

Re: Village of Saranac Lake – Hydroelectric Power Plant Upgrade  
Recommendation of Award – Contract No. 1 – Electrical Construction

File: 234.033.001

Dear Mr. Sweeney:

Barton & Loguidice, D.P.C. (B&L), has reviewed the Bids submitted for the above-referenced project, which were received and opened on September 12, 2019. The certified Bid Tabulations are attached for your review.

Based on review of the Bid Documents, B&L recommends award for Contract No. 1 – Electrical Construction for the Village of Saranac Lake Hydroelectric Upgrade to Perras Construction Services, Inc. in the amount of \$65,200. Their bid package was in conformance with the Contract Documents.

Following your award of the Contract, B&L will request copies of required documentation from the Contractor and will coordinate Contract execution with the Village and Contractor.

Please call should you have any questions.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

Jesse W. Cary, P.E.  
Managing Engineer

Attachment

VILLAGE OF SARANAC LAKE  
 HYDROELECTRIC POWER PLANT UPGRADE  
 234.033.001

BID OPENING - 3:00 PM, SEPTEMBER 12, 2019

BID TALLY - CONTRACT 1 - Electrical Construction



Contractor Name	Total Base Bid Amount	Signed Bid Page	Ackn Addenda (1,2)	Bid Bond	Non-Collusive Bidding	Iranian Divestment	Tropical Hardwoods
	00370	00370			00480	00373	00484
O'Connell Electric Company	\$218,500.00	No	1,2	5%	Yes	No	NA
Gross Electric	\$72,000.00	Yes	1,2	5%	Yes	Yes	NA
Perras Construction Services, Inc.	\$65,200.00	Yes	1,2	5%	Yes	Yes	Yes
Northline Utilities	\$110,700.00	Yes	1,2	5%	Yes	No	NA
Spring Electric, Inc	\$93,945.00	Yes	1,2	5%	Yes	No	Yes

WE CERTIFY THAT THIS TABULATION IS A TRUE AND CORRECT COPY OF THE CANVASS OF BIDS.  
 BARTON & LOGUIDICE, D.P.C.

BY:

  
 \_\_\_\_\_  
 Jesse W. Cary P.E.  
 Managing Engineer

**Business of the Village Board  
Village of Saranac Lake**

SUBJECT: Call for a Public Hearing

Date: 9-23-19

DEPT OF ORIGIN: Community Development

Bill: 123 2019

DATE SUBMITTED: 9-19-19

EXHIBITS: Exhibit A, B, C, D, E, F

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney

\_\_\_\_\_  
Village Administration

EXPENDITURE  
REQUIRED:

AMOUNT  
BUDGETED

APPROPRIATION  
REQUIRED:

Call for a public hearing on Tuesday October 15, 2019 at 5:30pm for amending the Village of Saranac Lake Development Code

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL :

MAYOR RABIDEAU \_\_\_\_\_

TRUSTEE LITTLE \_\_\_\_\_

TRUSTEE MURPHY \_\_\_\_\_

TRUSTEE SHAPIRO \_\_\_\_\_

TRUSTEE VAN COTT \_\_\_\_\_

**RESOLUTION OF THE  
VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES**

SUBJECT: RESOLUTION CALLING FOR A PUBLIC HEARING

**WHEREAS**, in 2016 the Village Board adopted the Village of Saranac Lake Unified Development Code; and

**WHEREAS**, amendments to the Code are allowed for purposes of public necessity, convenience and the general welfare, and

**WHEREAS**, the Board has received draft Village Development Code amendments with input from the Village Development Board and staff; and

**WHEREAS**, the Board seeks to call a public hearing and to consider adoption of the draft amendments.

**NOW, THEREFORE, BE IT RESOLVED**, the Village Board hereby sets a public hearing for Tuesday, October 15, 2019 at 5:30PM in the Village of Saranac Lake Offices at 39 Main Street, for the purpose of gathering public input about the proposed Local Law Amending the Village of Saranac Lake Unified Development Code.

## Exhibit "A"

Note: Edits to Section 106-81 in red

### § 106-81. Access, parking and circulation.

- A. Objective. The design objective for the access, parking and circulation standards is to:
- (1) Emphasize the importance of site accessibility from a variety of modes of transportation wherever appropriate, including pedestrians, bicycles, automobiles, and any current or potential future transit service;
  - (2) Provide the optimal amount of vehicle parking for individual sites, recognizing that both too little parking and too much parking create negative impacts;
  - (3) Ensure the appropriate site location and design features that mitigate the impact of parking lots on other land uses and urban design goals for surrounding districts;
  - (4) Create the least visible impact of parking on adjacent private and public property;
  - (5) Promote parking designs that minimize runoff and incorporate infiltration of stormwater into the ground; and
  - (6) Reduce the need to dedicate areas of individual, adjacent sites to underutilized or redundant vehicle parking.
- B. Site access and circulation.
- (1) Rights-of-way. To the extent practicable, the width of the ROW shall be limited to the current dimension, and additional purchases of property should be avoided.
- C. Street design.
- (1) Travel lane width shall be minimized to calm the flow of traffic through the district and to allow to the maximum extent practicable shared space for other modes of transportation (i.e., bicycles and pedestrians) within the width of the existing public ROW.
  - (2) Roadways shall be curbed. Acceptable materials for curbing include concrete and granite. Asphalt curbing is not permitted.
  - (3) Bicycle facility design.
    - (a) Intersecting points with regional bikeways and local pathways shall be accommodated.
    - (b) Accessory and ancillary facilities (i.e., bicycle racks, signage, striping, and designation of crossing points) shall be provided at regular intervals.
    - (c) Development proposals shall provide for secure, integrated bicycle parking at the rate of one bicycle rack with the capacity to secure a minimum of one bicycle for every five vehicle parking spaces.
    - (d) Incorporation of improvements and connections with other modes of transportation (pedestrian, vehicular and trails) as called for in the Village's 2012 Bicycle, Pedestrian and Trail Master Plan.

(4) Pedestrian facility design.

- (a) Development proposals shall incorporate sidewalks and pedestrian pathways that, to the maximum extent practicable, comply with Americans with Disabilities Act standards.
- (b) Continuous internal pedestrian walkways or sidewalks, no less than five feet in width, shall be provided from the public sidewalk or ROW to the principal customer entrance of all commercial buildings on the site. Curbed walkways are preferred.
- (c) Continuous internal pedestrian walkways or sidewalks, no less than five feet in width, shall be provided between the principal customer entrance of all commercial buildings on the site and off-street parking areas.
- (d) Sidewalks at least five feet in width shall be provided along all sides of the lot that abut a public street in accordance with the Village of Saranac Lake Sidewalk Plan, as amended. Sidewalks shall be constructed in accordance with specifications set forth by the Village of Saranac Lake.
- (e) At a minimum, walkways or sidewalks shall connect focal points of pedestrian activity such as, but not limited to, transit stops, adjoining properties and buildings, street crossings, building and store entry points.
- (f) All internal walkways, sidewalks and crosswalks shall be distinguished from vehicular surfaces through the use of durable, low-maintenance surface materials such as pavers, bricks, stamped concrete, scored concrete or properly maintained surface treatment to enhance pedestrian safety as well as the attractiveness of the walkway or sidewalk.
- (g) Developments shall provide for exterior pedestrian furniture in appropriate locations at the rate of one seat for every 20,000 square feet of gross floor area.
- (h) Intersecting points with regional trails and local walkways shall be accommodated.
- (i) Accessory and ancillary facilities (i.e., crossing signage, striping, and designation of crossing points) shall be provided at regular intervals.
- (j) Separate and dedicated interconnecting walkways shall be provided between parcels containing commercial uses.
- (k) Waiver of interconnection requirements when necessary for public safety. The Development Board may omit required interconnecting walkways when deemed to be necessary, for reasons of public safety.

D. Parking and loading.

(1) Off-street parking design.

- (a) Off-street parking spaces shall be located in the side or rear yard, **except;**
  - Single Family and Two Family Dwellings may have 2 front yard parking stalls per dwelling unit or a parking area with a maximum coverage area not to exceed 30 percent of the front yard.
- (b) Off-street parking areas should be set back a minimum of five feet from any property line.
- (c) All off-street parking spaces and drive aisles must comply with the minimum dimensional standards shown in the Parking Stall and Drive Aisle Dimensions Table below:

Parking Stall and Drive Aisle Dimensions Table						
	Minimum	Minimum	Minimum	Minimum	Minimum	Minimum
Stall Angle	Stall Width (A)	Stall Depth (B)	Skew Width (C)	Drive Aisle Width, 1-Way (D)	Drive Aisle, 2-Way (E)	Vertical Clearance
0° (parallel)	8'	18'	—	11'	22'	7'6"
30°	8'6"	15'	16'6"	11'	—	7'6"
45°	8'6"	17'9"	11'8"	11'10"	—	7'6"
60°	8'6"	19'	9'6"	13'6"	—	7'6"
90° (head-in)	8'6"	18'	—	—	23'	7'6"

Parking Stall and Drive Aisle Dimensions Table						
	Minimum	Minimum	Minimum	Minimum	Minimum	Minimum
Stall Angle	Stall Width (A)	Stall Depth (B)	Skew Width (C)	Drive Aisle Width, 1-Way (D)	Drive Aisle, 2-Way (E)	Vertical Clearance

- (d) Six-inch-tall curbing with a ninety-degree vertical angle shall be used when creating islands for vegetation or lighting.
- (e) Parking areas of more than 50 spaces, or in other cases as deemed appropriate by the Development Board, should be segmented with the use of landscaped islands or medians that are at least 10 feet in width.
- (f) Curb cuts should only be as wide as necessary to accommodate needed lanes. The number of curb cuts and curb radiuses should be kept to a minimum.
- (g) Parking areas should be designed so that cars may exit and enter without backing onto the right-of-way.
- (h) Secondary access points from side roads should be employed when warranted.
- (i) Adjacent parking areas should be connected by pedestrian pathways whenever possible.
- (j) Where transit stops occur in the public right-of-way, pedestrian walkways should provide a direct and clear connection from the building's main entrance to the transit stop.
- (k) Shared parking areas serving two or more uses are encouraged and may be required.
- (l) Parking area design should accommodate adequate provisions for snow removal and storage.

- (m) All parking areas should be designed to properly drain and not create a nuisance on adjacent properties and shall be constructed ~~with a dustless~~ of concrete, asphalt, brick pavers or gravel surface. ~~as appropriate.~~ The use of pervious materials to reduce stormwater runoff is encouraged and may be required.
- (2) Parking area landscaping and screening.
- (a) Parking areas; ~~except for Single Family and Two Family Dwelling uses,~~ shall be landscaped and screened from roadways and adjacent properties by a wall, fence, thick hedge or berm. Such screening should not be less than three or more than eight feet in height. Such planting and fencing shall be designed and installed in a manner consistent with the standards set forth in § 106-82, Landscape standards
  - (b) Walls, fencing, and architectural details in parking areas should complement the materials used in adjacent architectural styles.
- (3) Parking area lighting.
- (a) Parking area lighting levels and design should comply with the Illuminating Engineering Society of North America's Recommended Practices and Design Guidelines, latest editions. Energy-efficient lighting sources are recommended and may be required at the discretion of the Development Board. The Development Board shall have the right to impose time limitations on lighting, including the requirement of photocells, timers, and hours of operation, along with maximum illumination levels.
  - (b) A lighting plan demonstrating conformance to applicable IESNA Design Guidelines may be required for review. Such plan should be developed using the Guidelines for Good Exterior Lighting Plans, prepared by the Dark Sky Society.  
(<http://www.darkskysociety.org/handouts/LightingPlanGuidelines.pdf>).
  - (c) Parking area light fixtures should be designed with a concealed or recessed light source that shields light downward to confine light spread and shall not exceed a maximum of 24 feet in height. When within 50 feet of residential properties, fixtures shall not exceed 18 feet in height.
  - (d) Poles should be located in medians and buffer areas. Concrete bases for poles should be no higher than six inches above grade.
- (4) Loading areas. Off-street loading areas (open or enclosed berths) shall be provided for each commercial or industrial building or use constructed, established or expanded so as to require a building permit and/or site plan review and having a gross floor area in excess of 1,500 square feet, in accord with the following:
- (a) The Development Board shall determine the required off-street loading area, if any, in each particular situation.
  - (b) Off-street loading shall not interfere with pedestrian or vehicular traffic.
  - (c) All loading areas shall be on the same lot as the use to which they are accessory, except that adjacent establishments may provide joint facilities.
  - (d) Adequate screen planting, fencing or other visual separation shall be provided for in conjunction with any required off-street loading area. Such planting and fencing shall be designed and installed in a manner consistent with the standards set forth in § 106-82, Landscape standards.

## Exhibit "B"

Note: Edits to Section 106-90 in red

### § 106-90. Accessory structures and appurtenant structures.

#### A. Accessory structures.

- (1) All accessory structures must meet dimensional requirements of Schedule 2 and this chapter.<sup>33</sup>
- (2) A building permit is required for accessory structures over 144 square feet in area as measured by plan or elevation view, whichever is larger.
- ~~(3) All accessory structures must meet setback and height requirements of the zoning district in which they are located.~~
- (4) No accessory structure shall be built or placed in the front yard **except:**
  - a) The minimum front setback for an accessory building may be 15 feet if the primary entrance is facing the side or rear yard.
- (5) No accessory structure, or portion thereof, may be built upon a public ROW or easement.
- (6) Detached garages and/or accessory structures shall not exceed 15% of the total lot area associated with the primary building.
- (7) All accessory structures, except for wind- and solar-powered structures, shall be similar in design, exterior materials, and roof pitch to the principal and/or surrounding neighborhood buildings.
- (8) The exterior walls of accessory structures shall not exceed ~~nine~~ 10 feet in height above the finished floor, measured at the primary access to the building.
- (9) The maximum height of accessory structures shall not exceed ~~15~~ 16 feet above the finished grade, measured at the primary access to the building.
- (10) If used for off-street parking, the accessory structure must be accessible from a street, paved alley, or driveway intended to serve such off-street parking.
- (11) Where multiple lots of record have continuous frontage and are under single ownership, the accessory structure is located on the lot upon which the principal building is located.

#### B. Appurtenant structures.

- (1) A building permit is required for all appurtenant structures.
- (2) All appurtenant structures must meet setback and height requirements for the zoning district in which they are located.

## Exhibit "C"

Note: Edits to Section 106-91 in red

### § 106-91. Fencing, retaining walls and hedges.

- A. Applicability. Administrative approval is required for any fence or retaining wall, except for fences or retaining walls that do not exceed three feet in height and temporary garden fences erected between April 15 and October 15 and constructed of materials commonly used for such applications.
- B. Fences and retaining walls over 100 square feet in area shall be located more than 50 feet from the shoreline of a lake, river or pond.
- C. No solid fences or retaining walls over 26 inches in height shall be permitted in the triangular area formed by the intersecting street lines and a straight line joining the street lines at points which are 20 feet in distance from the point of intersection measured along the street lines. Measurement of height shall be from the grade of the abutting top of curb or from the crown of the abutting road, if there is no curbing. Split-rail fences or other similarly open fences are permitted in the triangular area and are permitted to be 36 inches in height, provided that they do not create a traffic hazard and block visibility. No hedge over three feet in height shall be planted or maintained this same triangular area.
- D. Fence design.
  - (1) Fences shall be constructed of a common type such as split rail, picket, chain link, or stockade. Fences shall have the most decorative side facing adjacent properties.
  - (2) No stockade-type or privacy fence shall be allowed in any front yard of a corner lot.
  - (3) The fencing does not include barbed-wire, electric or similar materials designed to injure or maim anyone who attempts to climb such a fence.
  - (4) Fences shall not be erected within two feet of a publicly owned curb or sidewalk and shall not be erected within a public ROW.
- E. Fence height.
  - (1) Fence height shall be measured from the natural grade of the land along the fence line.
  - (2) No fence over four feet in height shall be erected or maintained in the front yard.
  - (3) Waterfront lots shall be considered as having dual front yards, the yard facing the street and the yard facing the water body, river or stream. In these instances no fence over four feet in height shall be erected or maintained in either front yard.
  - (4) No fence over six feet in height shall be erected or maintained in any rear yard or side yard.
  - ~~(5) Fences erected or maintained in the two rear yards of a corner lot (the yards not facing a street) shall not exceed six feet in height.~~

F. Retaining wall design.

- (1) Existing stone retaining walls shall be preserved to the maximum extent practicable. Prior to the demolition or removal of a stone retaining wall, a demolition permit shall be obtained.
- (2) Retaining walls shall be constructed of natural or manufactured stone, concrete, or wood.
- (3) Retaining walls shall not be erected within two feet of a publicly owned curb or sidewalk and shall not be erected within a public ROW.

G. Retaining wall height.

- (1) Retaining wall height shall be measured from the lowest point of the natural grade of the property.
- (2) No retaining wall over four feet in height shall be erected or maintained in the front yard.
- (3) The Director may approve the replacement of an existing retaining wall over four feet in height that is located in the front yard if the following conditions are met:
  - (a) The Director determines that the retaining wall, if it is constructed of stone, cannot be safely or cost effectively repaired.
  - (b) The height and length of the new retaining wall is less than or equal to the height and width of the retaining wall to be replaced.
  - (c) The existing grade is unchanged and the original need for the retaining wall still exists.

H. Maintenance. All fences and retaining walls shall be maintained in good repair and shall not interfere with the public right-of-way.

## Exhibit "D"

Note: Edits to Section 106-112 in red

### § 106-112. Alternate members.

- A. Alternate members of the Development Board may be appointed by the Board of Trustees and designated by the Chairperson of the Development Board in accordance with the provisions of this section when a regular member of the Development Board is unable to participate on an application or matter before the respective board as set forth herein.
- B. The Board of Trustees shall appoint two alternate members to the Development Board who shall serve for a term of five years. One alternate member shall be designated as the "first alternate Development Board member," and the other alternate member shall be designated as the "second alternate Development Board member." No more than two alternate members may serve at any time on the Development Board;
- C. The Chairperson of the Development Board may designate the first alternate Development Board member to substitute for a member of the Development Board when such member is unable to participate on an application or matter before the Board due to illness, absence, conflict of interest or other ethical consideration which results in a recusal of that Board member from acting on the particular application before the Board. If the first alternate Development Board member is unable or unwilling to act, the Chairperson shall designate the second alternate member to act.
- D. When designated, the alternate member shall possess all the powers and responsibilities of such regular member of the Board. Such designation shall be entered into the minutes of the initial Development Board meeting at which the substitution is made. The appointed alternate member shall participate as a member of the Development Board with respect to the particular application only until final action has been taken on the particular application.
- E. All provisions of state and local laws relating to Development Board eligibility, vacancy in office, removal, compatibility of office and service on other boards, as well as any provisions of Village Law or a local law relating to training, continuing education, compensation and attendance, shall apply to alternate members.

## Exhibit "E"

Note: Edits to Schedule 2 in red

### Village of Saranac Lake Development Code

#### Schedule 2 - Dimensional Standards

District & Sub-District	Yard Setbacks						Lot Size & Coverage			Building Height	
	Principal Buildings			Accessory Structures			Min. Lot Size	Max. Lot Coverage: Principal Building	Max. Lot Coverage: Impervious Surface	Max. Building Height	
	Front	Rear	Side	Front	Rear	Side					
<b>A</b>											
A-1	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	15'	15'	NP	8'	8'	5,000	40%	30%	40'	
A-2							10,000				
A-3							5,000				
A-4							10,000				
A-5							10,000				
<b>B</b>											
B-1	20'	20'	15'	NP	8'	8'	SPR	40%	30%	40' or SPR	
B-2							10,000				
B-3							10,000				
B-4							SPR				
<b>C</b>											
C-1	30'						25,000	40%	30%	40'	
C-2	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	15'	10'	NP	8'	8'	25,000	40%	30%	40'	
C-3							30'				SPR
C-4							Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides				10,000
<b>D</b>											
D-1	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	15'	10'	NP	8'	8'	SPR	40%	30%	40'	
D-2		20'					10,000				
D-3		30'	20'				15'				NP
<b>E</b>											
E-1	0'	0'	0'	NP	8'	8'	SPR	SPR	SPR	Min: 24' & 2 stories Max: SPR	
E-2	0'	0'	0'								
E-3	15'	15' <sup>1</sup>	10' <sup>1</sup>								
<b>F</b>											
F-1	SPR	SPR	10'	NP	8'	8'	SPR	40%	30%	40'	
F-2	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	15'	10'				5,000				
<b>G</b>											
District-Wide	30'	20'	15'	NP	8'	8'	5,000	40%	30%	40' or SPR	

## SARANAC LAKE CODE

District & Sub-District	Yard Setbacks						Lot Size & Coverage			Building Height	
	Principal Buildings			Accessory Structures			Min. Lot Size	Max. Lot Coverage: Principal Building	Max. Lot Coverage: Impervious Surface	Max. Building Height	
	Front	Rear	Side	Front <sup>1</sup>	Rear	Side					
<b>H</b>											
H-1	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	20'	10'	NP	8'	8'	10,000	40'	30'	40'	
H-2			15'				25,000				
H-3			25,000								
<b>I</b>											
District-Wide	20' <sup>2</sup>	20' <sup>1</sup>	15' <sup>1</sup>	NP	8'	8'	SPR	40'	30'	40'	
<b>J</b>											
J-1	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	20'	10'	NP	8'	8'	10,000	40%	30%	40'	
J-2							30'				SPR
<b>K</b>											
K-1	Max/Min: +/- 5-ft of average of 2 adjoining properties on both sides	25'	15'	NP	8'	8'	25,000	40%	30%	40'	
K-2			25'				25'				10,000
K-3											25,000
K-4											SPR
<b>L</b>											
L-1	20'	20'	15'	NP	8'	8'	25,000	40%	30%	40'	
L-2							10,000				
L-3							5,000				
<b>PUDD</b>											
<b>Lake Flower</b>	See Attachment 4										

NP — Not Permitted

SPR — To be determined during Site Plan Review

**Notes:**

*The setback for accessory buildings may be 15 feet if the primary entrance is facing the side or rear yard.*

The minimum shoreline setback for all structures in all districts is 50 feet unless otherwise noted.

<sup>1</sup> This requirement shall be the same as the existing building (if applicable). If no building is present, then the requirement is as shown.

<sup>2</sup> This setback is mandatory.

<sup>3</sup> Minimum rear yard setback can be reduced to zero feet if the back of the lot abuts a street.

*The setback for accessory buildings may be 15 feet if the primary entrance is facing the side or rear yard.*

## Exhibit "F"

Note: Edits to Schedule 2 and Section 106-41 in red

### Village of Saranac Lake Development Code Schedule 2 - Dimensional Standards

District & Sub-District	Minimum Yard Setbacks						Lot Size & Coverage			Building Height
	Principal Buildings			Accessory Structures			Min. Lot Size	Max. Lot Coverage: Principal Building	Max. Lot Coverage: Impervious Surface	Max. Building Height
	Front	Rear	Side	Front	Rear	Side				
<b>A</b>										
A-1	25'	15'	15'	NP	8'	8'	5,000	40%	30%	40'
A-2							10,000			
A-3							5,000			
A-4							10,000			
A-5							10,000			
<b>B</b>										
B-1	20'	20'	15'	NP	8'	8'	SPR	40%	30%	40' or SPR
B-2							10,000			
B-3							10,000			
B-4							SPR			
<b>C</b>										
C-1	25'	15'	10'	NP	8'	8'	25,000	40%	30%	40'
C-2							25,000			
C-3							SPR			
C-4							10,000			
<b>D</b>										
D-1	25'	15'	10'	NP	8'	8'	SPR	40%	30%	40'
D-2		20'					10'			
D-3		20'	15'				SPR			
<b>E</b>										
E-1	0'	0'	0'	NP	8'	8'	SPR	SPR	SPR	Min: 24' & 2 stories Max: SPR
E-2	0'	0'	0'							
E-3	15'	15'	10'							
<b>F</b>										
F-1	SPR	SPR	10'	NP	8'	8'	SPR	40%	30%	40'
F-2	25'	15'	10'				5,000			
<b>G</b>										
District-Wide	25'	20'	15'	NP	8'	8'	5,000	40%	30%	40' or SPR
<b>H</b>										
H-1	25'	20'	10'	NP	8'	8'	10,000	40%	30%	40'
H-2			25,000							
H-3			25,000							
<b>I</b>										
District-Wide	20' <sup>2</sup>	20' <sup>1</sup>	15' <sup>1</sup>	NP	8'	8'	SPR	40%	30%	40'
<b>J</b>										
J-1	25'	20'	10'	NP	8'	8'	10,000	40%	30%	40'
J-2	25'						SPR			
<b>K</b>										
K-1	25'	25'	15'	NP	8'	8'	25,000	40%	30%	40'
K-2			10,000							
K-3			25,000							
K-4			SPR							
<b>L</b>										
L-1	20'	20'	15'	NP	8'	8'	25,000	40%	30%	40'
L-2							10,000			
L-3							5,000			
<b>PUDD</b>										
Lake Flower	See Attachment 4									

NP — Not Permitted      SPR — To be determined during Site Plan Review

**Notes:**

- The setback for accessory buildings may be 15 feet if the primary entrance is facing the side or rear yard.  
 The minimum shoreline setback for all structures in all districts is 50 feet unless otherwise noted.
1. This requirement shall be the same as the existing building (if applicable). If no building is present, then the requirement is as shown.
  2. This setback is mandatory.
  3. Minimum rear yard setback can be reduced to zero feet if the back of the lot abuts a street.

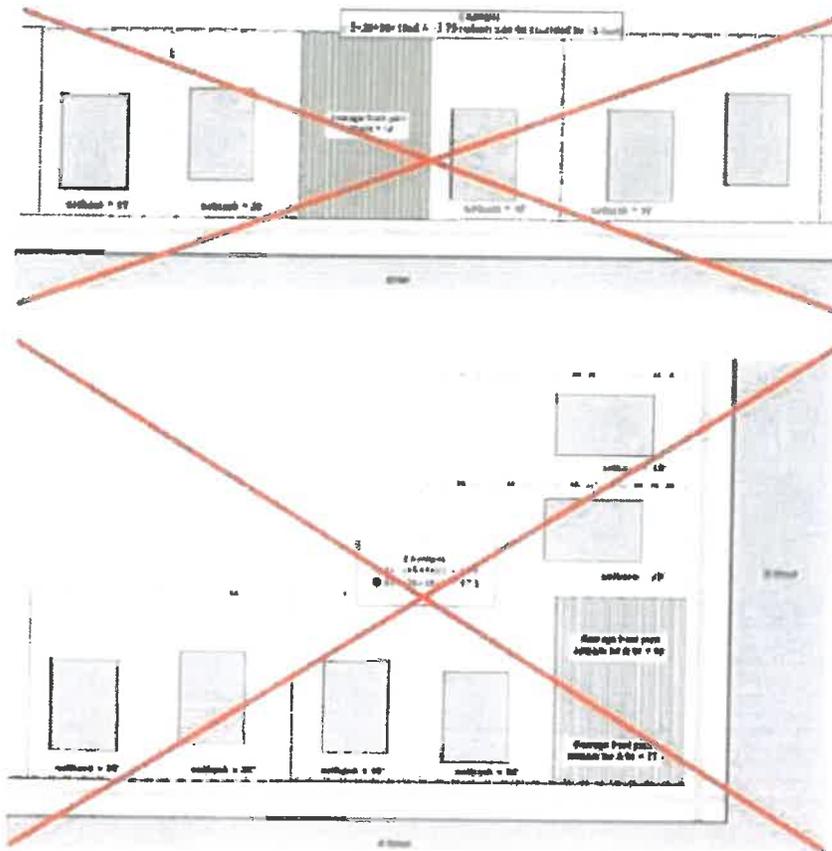
§ 106-41 Dimensional standards.

**G. Setbacks required.** Unless otherwise authorized or specified in this chapter, a setback shall be provided between any proposed structures and/or site features and the front, side and rear yard property lines as follows:

**(1) Front yard.** In order to maintain the existing pattern of development along a given street, **both** a minimum **and maximum** front yard setback shall be as required under the provisions of Schedule 2, Dimensional Standards.<sup>[3]</sup>

**[3] Editor's Note:** Schedule 2 is included as an attachment to this chapter.

**(2) Lots having frontage on more than one public street shall maintain a front yard setback on each public street except access alleys.**



**(3) Side yard.** The minimum side yard setback for any principal structure shall be as required under the provisions of Schedule 2, Dimensional Standards.<sup>[4]</sup>

**[4] Editor's Note:** Schedule 2 is included as an attachment to this chapter.

**(4) Rear yard.** Minimum rear yard setback for any principal structure shall be as required under the provisions of Schedule 2, Dimensional Standards.<sup>[5]</sup>