

VILLAGE OF SARANAC  
PLANNING COMMISSION  
SPECIAL MEETING  
January 15<sup>th</sup>, 2020

The Planning Commission Special Meeting was called to order at 7:01 pm on January 15<sup>th</sup>, 2020, by Acting Chair, David Shaw.

The meeting was opened with the Pledge of Allegiance.

Present: Bush, Klutman, Shaw, & Tlappek  
Absent: None  
Guests: Tim Johnson, Mark Schaafsma, Jim VandenBerge, & Jeanne Vandersloot

Motion was made by Klutman, supported by Bush, to approve the agenda for the meeting. All yeas.

Shaw turned the meeting over to Tim Johnson of Main Street Planning, who had provided PC members with a written review of the site plan for the Harker House. Johnson explained the review process.

Mark Schaafsma and Jim VandenBerge were requested to make a presentation of the site plan.

Schaafsma mentioned that a local church had reached out to him about working together for a possible community center in the gymnasium area, as part of Phase 2. However, this is in the very beginning stages of discussion.

VandenBerge began his presentation of the site plan, addressing items listed on Johnson's written review.

VandenBerge explained that they believe the proposed location for the utility building is appropriate, as it is near neighboring sheds and/or garages.

VandenBerge mentioned that they will submit a separate ZP application for canopy signage at a later date, and that it will not exceed maximum allowable square footage. Johnson highly recommended that the height of the canopy be reviewed with the Fire Chief.

Johnson addressed additional items from his written review. He requested that Schaafsma and VandenBerge submit a written description of the project and proposed uses. Also, the comments on the general site plan could be more legible. Additional notes on outside work, including the sprinkling system, would be helpful as well. Johnson mentioned that adding the Clover Lane parcels as part of the special use permit may avoid confusion in the future.

Regarding comment 3b from his written review, Johnson requested that the current direction of storm water drainage and location of catch basins be shown on the site plan.

Regarding comment 3c from his written review, Johnson requested that the proposed dumpster location and method of screening be shown on the site plan.

Regarding comment 3e from his written review, Johnson requested that loading and unloading locations be shown on the site plan.

Regarding comment 3f from Johnson's written review, PC members agreed to waive the maximum height of exterior light fixtures. Comment 3k was waived as well.

Regarding comment 3l from his written review, Johnson requested that the zoning of adjacent parcels be shown on the site plan.

PC members agreed with the proposed location of the utility building.

Regarding comment 5b from Johnson's written review, PC members agreed that additional landscaping islands are not necessary.

Regarding comment 5d from Johnson's written review, PC members agreed that there is not a need for additional trees. PC members commented that they like the idea of the garden area.

Johnson informed PC members that he would prepare a draft ordinance to allow dwelling units in the CBD, for review at the next meeting.

Motion was made by Shaw, supported by Tlapek, to set the Public Hearing to consider the application for SUP submitted by Mark Schaafsma for property located at 234 Vosper Street (pending changes made to the site plan as discussed tonight), for February 5th, 2020, at 7:00pm, with the regular meeting immediately following.

Roll call vote: yeas – Bush, Klutman, Shaw, Tlapek; nays – none; absent – none.

Motion was made by Shaw, supported by Bush, to adjourn at 7:53pm. All yeas.

A handwritten signature in black ink that reads "Elizabeth Bush". The signature is written in a cursive, flowing style.

Elizabeth Bush, Secretary