

VILLAGE OF SARANAC  
PLANNING COMMISSION  
REGULAR MEETING  
January 8<sup>th</sup>, 2020

The Planning Commission Regular Meeting was called to order at 7:05pm on January 8<sup>th</sup>, 2020, by Acting Chair, David Shaw.

The meeting was opened with the Pledge of Allegiance.

Present: Bush, Klutman, Shaw, & Tlapek  
Absent: None  
Guests: Jeanne Vandersloot

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

Motion was made by Klutman, supported by Shaw, to approve the December 2<sup>nd</sup>, 2019, Regular Meeting Minutes. All yeas.

The Planning Commission began review of the site plans submitted by Mark Schaafsma of MSDB LLC, for the repurposing of the Harker Middle School building into the Harker House Senior Living Community. Shaw explained that the purpose of this meeting is to go through the site plan page by page to become familiar with it prior to the special meeting with Tim Johnson and Mark Schaafsma, on January 15<sup>th</sup>.

Page T1.0 of the site plan illustrates the property survey and legal description. Vandersloot provided a brief overview.

Page D1.0 of the site plan contains the demolition plan. Klutman noted that a new lighting system will be installed, utilizing part of the existing system. Vandersloot mentioned that the updated Zoning Ordinance allows for flexibility in standards, and that Tim Johnson of Main Street Planning will provide a clear understanding of how the ZO could affect the site plan.

Bush noticed on page C1.0 of the site plan, that the setback footage is provided. Setbacks have been a topic of discussion at previous meetings.

Planning Commission members agreed that the interior plan provided on page C1.A of the site plan, is laid out nicely. Vandersloot reminded PC members to keep in mind, the ZO square footage minimum requirements.

Page PH1.0 of the site plan illustrates proposed exterior lighting.

Page C5.0 of the site plan provides exterior elevations. Klutman and Vandersloot both stated that the covered walkway at the entrance is a nice addition to the property.

Vandersloot explained that page L1.0 of the site plan provides information on the types and locations of proposed new plant material, as well as existing landscape items.

Bush commented that the project appears to be planned out very well. Vandersloot noted that a legend would have been helpful, but otherwise the site plan seems complete. PC members concurred that they don't have any specific questions for Schaafsma at this time, but look forward to formal review of the site plan by Tim Johnson. Johnson will provide his comments to the PC in memorandum form prior to January 15<sup>th</sup> to provide opportunity to review them in advance of the January 15<sup>th</sup> special meeting.

Shaw expressed the importance of PC members continuing to review the site plans over the next week.

Klutman suggested that a Public Hearing date be set as soon as possible after the special meeting, to accommodate owner/contractor timelines.

The next Planning Commission regular/special meeting will be Wednesday, January 15<sup>th</sup>, 2020, at 7:00pm.

Motion was made by Shaw, supported by Klutman, to adjourn at 8:09pm. All yeas.

A handwritten signature in cursive script that reads "Elizabeth Bush".

Elizabeth Bush, Secretary