

ROBERT T. POLITI
SUPERVISOR
LAURIE C. DUDLEY
TOWN CLERK / TAX COLLECTOR
523-2162
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BOB MILLER
JAY I. RAND
DEREK DOTY
JACK FAVRO
LARRY C. STRAIGHT
SUPT. OF HIGHWAYS
523-9081
CATHERINE EDMAN, CPA
BUDGET OFFICER
TEL: 523-9517
FAX: 523-2599

TOWN OF NORTH ELBA

2693 MAIN STREET
LAKE PLACID, NEW YORK 12946
phone: (518) 523-9516 fax: (518) 523-9569
web: www.northelba.org



EUGENE MARTIN
PARK DIST. MGR.
523-2591
CODE ENFORCEMENT
OFFICE
523-9518
TODD ANTHONY
ASSESSOR
TEL: 523-1975
FAX: 523-9821
TOWN COURT OFFICE
523-2141
RONALD J. BRIGGS
ATTORNEY FOR THE TOWN

REVIEW BOARD MEETING MINUTES June 19, 2019

MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Mr. Hurley opens the meeting at 5:31 PM and reads a statement on proper public conduct during Board meetings.

Borden, Robert/Purple Saige Bistro (Case #1022) – Notice to Neighbors/Expansion of Use

Mr. Robert Borden present as applicant.

Mr. Borden confirms lights and music will be turned off when the restaurant is closed.

Notice to Neighbors – 18 sent and 14 returned (including one returned on 6/20/19). No written or public comment.

Ms. Kilburn makes a motion to approve the expanded use as proposed, subject to the following conditions:

- a. Architectural and site design plans are approved as submitted. Any and all changes or additions to the plans, specifications, materials, or engineering must be submitted in writing for further review and approval by the Review Board.

- b. The Review Board will retain continuing jurisdiction over the exterior lighting plan and the wattage and shielding of lights, until one year after the improvements have been completed, and during this one-year period the Review Board may prescribe modifications if it sees fit to mitigate adverse impacts from the project's lighting.
- c. This approval does not address or make any findings regarding applicable deed restrictions, covenants, or other title conditions. This approval does not excuse the applicant from obtaining all other necessary governmental approvals, including but not limited to the New York State Building Code, Adirondack Park Agency, New York State Department of Environmental Conservation, New York State Department of Health, and/or Army Corps of Engineers.
- d. Further, this review does not authorize any actual construction. Final plans, specifications, and construction documentation approval must be obtained through the Building Department.
- e. **NO** construction may commence without construction documents signed by the Code Enforcement Official.

Mr. Bissell seconds the motion.

All present members vote in favor. The motion passes 4-0.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>Janice R. Indler</u>
Date	<u>7/15/19</u>
Village Clerk	<u>Amata G. Esty</u>

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REVIEW BOARD MEETING MINUTES June 19, 2019

MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

McGraw, David (Case #1025) – Notice to Neighbors/Architectural Review/Shoreland Overlay

Mr. Smith recused himself.

Mr. Pat Ledger, Contractor, present as applicant's representative.

The Board reviewed the proposal to square off the deck and prow and to stain the logs a dark brown. No changes to the proposal since the discussion during Board Business on 6/5/19. Changes are primarily cosmetic and are a minimal increase of the building footprint.

Notice to Neighbors – 5 notices sent; 3 returned. No public or written comments.

Mr. Ledger has received informal HOA approval for the proposed changes and is waiting on formal approval.

The project is Type II for SEQR; no action required.

Ms. Kilburn makes a motion to approve the project, subject to the following conditions:

- a. Architectural and site design plans are approved as submitted. Any and all changes or additions to the plans, specifications, materials, or engineering must be submitted in writing for further review and approval by the Review Board.
- b. This approval does not address or make any findings regarding applicable deed restrictions, covenants, or other title conditions. This approval does not excuse the applicant from obtaining all other necessary governmental approvals, including but not limited to the New York State Building Code, Adirondack Park Agency, New York State Department of Environmental Conservation, New York State Department of Health, and/or Army Corps of Engineers.
- c. Further, this review does not authorize any actual construction. Final plans, specifications, and construction documentation approval must be obtained through the Building Department.
- d. **NO** construction may commence without construction documents signed by the Code Enforcement Official.

Mr. Bissell seconds the motion.

All present members vote in favor. The motion passes 4-0.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>James G. Dondley</u>
Date	<u>7/15/19</u>
Village Clerk	<u>Amelia G. G. G.</u>

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MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Burns, Phoebe/Dack Shack (Case #1002) – Sign Review

Ms. Phoebe Burns present as the applicant.

Ms. Burns explains her proposal to relocate the lights from the bottom to the top and to move them in closer to the sign. She also wishes to use the bottom portion of the sign for announcing changing dining specials.

Mr. Bissell requests the following: changeable message lettering to use the same typeface (font) as the primary sign, use of a smaller font size, and use of the same coloring for lettering.

Mr. Bissell makes a motion to approve the sign proposal, subject to the following conditions:

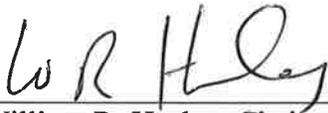
- a. Sign design plans are approved as submitted, except as noted below. Any and all changes or additions to the plans, specifications, materials, or engineering must be submitted in writing for further review and approval by the Review Board.
- b. The changeable sign must use the same typeface as the primary sign, a font size no larger than the primary sign lettering, and a two-line limit for any message.

- c. Sign lighting is to be remounted to point down and adjusted to be as close to the sign as practical.
- d. The Review Board will retain continuing jurisdiction over the exterior lighting plan and the wattage and shielding of lights, until one year after the improvements have been completed, and during this one-year period the Review Board may prescribe modifications if it sees fit to mitigate adverse impacts from the project's lighting.

Mr. Rosenthal seconds the motion.

All present members vote in favor. The motion passes 4-0.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>James Curtis Dudley</u>
Date	<u>7/15/19</u>
Village Clerk	<u>Christina A. Ertz</u>

ROBERT T. POLITI
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ATTORNEY FOR THE TOWN

REVIEW BOARD MEETING MINUTES June 19, 2019

MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Shanahan, Jeffrey & Tara (Case #1026) – Architectural Review/Shoreland Overlay

Mr. Brett Meyer, Contractor, present as applicant's representative.

Mr. Meyer provides samples of the siding and coloring (Charcoal Gray), the window trim, and the exterior sconce lighting. There are seven sconces using filament Edison bulbs.

The Board has no issues with the colors, materials or lighting.

Mr. Rosenthal makes a motion to approve the project, subject to the following conditions:

- a. Architectural and site design plans are approved as submitted. Any and all changes or additions to the plans, specifications, materials, or engineering must be submitted in writing for further review and approval by the Review Board.
- b. This approval does not address or make any findings regarding applicable deed restrictions, covenants, or other title conditions. This approval does not excuse the applicant from obtaining all other necessary governmental approvals, including but not limited to the New York State Building Code, Adirondack Park Agency, New York State Department of

Environmental Conservation, New York State Department of Health, and/or Army Corps of Engineers.

- c. A building permit, based on the final plans, specifications, and construction documents, has been issued. Authorization for any changes to the permit must be granted by the Building Department.

Mr. Bissell seconds the motion.

All present members vote in favor. The motion passes 4-0.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>Jane Carter-Dodley</u>
Date	<u>7/15/19</u>
Village Clerk	<u>Amber A. Ely</u>

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REVIEW BOARD MEETING MINUTES June 19, 2019

MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Adirondack Store & Gallery (Case #1027) – Sign Review

Mr. Christopher English present as the applicant.

Mr. English describes the sign as a replacement for the former Antediluvian sign at the west end of their business. The sign is for a second business within the existing store. All material, colors and lettering will match existing large sign at the east end of their business. The current sign is a vinyl-type fabric attached to a flat panel. The final signs will replace the fabric with a wood panel and carved lettering. All colors will remain the same. A change in the originally proposed wording and layout of the new sign was presented to the Board.

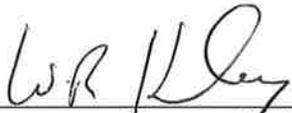
The Board reviewed a sketch of the sign and its freestanding support. Ms. Kilburn addresses the Code regarding the proportionality and size of sign support structures (Sec. 6.4.6(C) & 6.5.1(E)).

Mr. Hurley referred to the existing large sign and notes the sign was never approved by the Board. [This was also noted in a letter from the Building Dept., to the applicant, dated January 5, 2017.]

The Board schedules a site visit for Tuesday, 25 June, at 4:30 PM.

End of discussion.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>Lauren Ant & Judy</u>
Date	<u>7/15/19</u>
Village Clerk	<u>Amelia A. Esty</u>

ROBERT T. POLITI
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LAURIE C. DUDLEY
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REVIEW BOARD MEETING MINUTES June 19, 2019

MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Wolford & Lansing/Healing Elements (Case #1028) – Sign Review

Ms. Rebecca Wolford & Ms. Gretchen Lansing present as applicants.

Ms. Wolford reviews the sign designs. These designs Emphasizes the window applique signs will be used in two windows on a rotating basis. A new addition to the application was presented that would replace the two existing "Acupuncture" signs with "Healing Elements."

Mr. Hurley noted there was a limit on the number of signs as well as the size of signs.

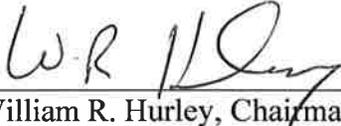
Mr. Hurley makes a motion to approve the signs, subject to the following conditions:

- a. Sign design plans are approved as submitted. Any and all changes or additions to the plans, specifications, materials, or engineering must be submitted in writing for further review and approval by the Review Board.
- b. Applicants are directed to remove the Acupuncture signs. Nothing may replace them without further application to the Board.

Ms. Kilburn seconds the motion.

All present members vote in favor. The motion passes 4-0.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>Jane Cook-Judley</u>
Date	<u>7/15/19</u>
Village Clerk	<u>Amelia A. Ely</u>

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REVIEW BOARD MEETING MINUTES June 19, 2019

MEMBERS PRESENT

Bill Hurley
Emily Kilburn
Chip Bissell
John Rosenthal

MEMBERS ABSENT

Andrew Thompson
Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Adirondack Real Estate Dev LLC (Case #1029) – Architectural Review/Shoreland Overlay

Mr. Philipp Schachenmayr present as applicant's representative.

Mr. Schachenmayr describes the proposal for a private parking lot across two lots owned by Adirondack Real Estate Development, LLC. Entry/Exit is from Parkside Drive only - no access to/from the adjoining private parking lot between Cunningham's and Lake Placid Inn/Subway. No lighting is planned at this time.

Mr. Hurley states a private parking lot is a commercial enterprise and is allowed in the Village Center District/Historic Resource Overlay. Addresses Section 5.3.1 of the Code regarding parking requirements. Concerned about the setback distances along the north and west lot lines and natural screening from Parkside Dr., along the west lot line, and along the north lot line. Also notes the requirement for at least 26 ft. between parking aisles for two-way traffic.

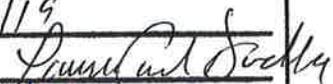
The Board schedules a site visit for Tuesday, 25 June; immediately following another site visit scheduled for 4:30 PM.

End of discussion.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED
Date 7/15/19
Town Clerk 
Date 7/15/19
Village Clerk 

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REVIEW BOARD MEETING MINUTES June 19, 2019

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Bill Walton
Jackie Kelly

ALSO PRESENT

Tim Smith, Board Attorney
Darci LaFave, Code Enforcement Officer
Terry Tubridy, Planning & Zoning Coordinator

Board Business

Sign Lighting Discussion

Mr. Hurley states the 6/5/19 requirement to have Placid Audiology (RB Case #1023) turn their proposed sign lighting off after business hours was wrong. Control of lighting periods is not intended for a business' primary sign.

Mr. Hurley makes a motion to rescind the requirement to have Placid Audiology's freestanding sign lighting on a timer.

Ms. Kilburn seconds the motion.

All present members vote in favor. The motion passes 4-0.

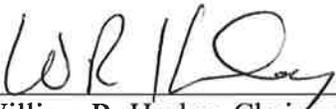
Minutes of 6/5/19

Mr. Bissell recuses himself due to his absence on 6/5/19. The Board notes an error in the minutes for Case #999 (Kemp). Minutes also amended to note lighting requirement change for Case #1023. There is no quorum to vote on the minutes.

Next Review Board meeting is on Tuesday, July 2.

Meeting adjourned at 6:38 PM.

These minutes were reviewed by the Board on 7/2/2019. Mr. Hurley made a motion to approve the minutes as written. Mr. Rosenthal seconded the motion. All present members, except for Mr. Thompson and Ms. Kelly who abstained, voted in favor. The motion passed 4-0.



William R. Hurley, Chairman
Review Board

RECEIVED	
Date	<u>7/15/19</u>
Town Clerk	<u>[Signature]</u>
Date	<u>7/15/19</u>
Village Clerk	<u>[Signature]</u>