



Village of Saranac Lake

Community Development Department

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DEVELOPMENT BOARD MEETING MINUTES TUESDAY, JULY 7, 2026

ATTENDANCE

Development Board Members:

Bill Domenico, Chair, Present

Maeghan Farnham, Present

Keith Murphy, Absent

Dan Reilly, Present

Kt Stiles, Present

- **Approval of Minutes**

June 9, 2026 Meeting Minutes Tabled.

Amending a Condition: Amendment to the condition of the approved Site Plan Review for Hex and Hop, Inc. (15 Brandy Brook Avenue, Tax Map #32.215-1-5.100), replacing the requirement to install a new 6-foot-tall solid fence along the northwest property line adjacent to 3 Brandy Brook with the installation of privacy mesh on the existing fence, as agreed upon by the adjacent property owner.

- Motion to approve amendment of the condition that the applicant adds a 6 ft tall, solid fence between properties along the northwest corner of lot 3 Brandy Brook, replacing the mesh in the current fencing instead.

Motion: Reilly seconded by: Stiles

Domenico asked for a Roll Call Vote.

Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, declaration moved.

Application of: Site Plan Review for Little Lupine Canine Retreat (Kennel), Kayle Staves, at 25 Brandy Brook Ave, Saranac Lake, NY 12983 (Tax Map Parcel #32.215-1-5.200)

The applicant is seeking to move forward with her business following the approval of a Use Variance for a kennel by the Development Board at its June 2, 2026, meeting. The Site Plan Review application was submitted after that approval. As recommended by the Board during the variance review, the applicant has consulted with an alarm company and intends to proceed with the installation of a security alarm system as part of the project.

Public Hearing

Site Plan Review for Little Lupine Canine Retreat (Kennel), Kayle Staves, at 25 Brandy Brook Ave, Saranac Lake, NY 12983 (Tax Map Parcel #32.215-1-5.200).

- Motion to open public hearing by Farnham Second: Stiles
Domenico asked for a Roll Call Vote.

Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, public hearing opened.

- Motion to close the public hearing by Stiles Second: Reilly

Domenico asked for a Roll Call Vote.

Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, public hearing closed.

Board Action

Site Plan Review for Little Lupine Canine Retreat (Kennel), Kayle Staves, at 25 Brandy Brook Ave, Saranac Lake, NY 12983 (Tax Map Parcel #32.215-1-5.200)

Domenico asked whether the applicant's proposed expansion of the fenced area next spring would require another Site Plan Review approval. Glynn, Community Development Director, stated that the proposed expansion of the fenced enclosure should not trigger the need for an additional Site Plan Review. The applicant explained that she does not intend to install chain-link fencing but instead plans to upgrade the existing fencing. She noted that the current enclosure is suitable but undersized for her needs.

Domenico also addressed the letter submitted by a neighboring property owner. In response, the applicant stated that all dogs will remain on the premises while in her care. She further explained that no animal waste will be disposed of on public property. Waste generated on-site will be double-bagged and collected through a scheduled private trash removal service.

Stiles recommended that the conditions previously established as part of the approved Use Variance be incorporated into the Site Plan Review approval to ensure consistency between the two approvals.

- Motion to issue a negative declaration for purposes of SEQR
Motion: Farnham seconded by: Stiles
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico yes; Reilly, yes. All in favor, declaration moved.
- Motion to find the project in conformance with LWRP policy standards and conditions
Motion: Reilly seconded by: Stiles
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, declaration moved.
- Motion to approve Site Plan Application, subject to the conditions of the approved Area Variance and with acknowledgment of the applicant's intent to expand the fencing in the future.
Motion: Farnham seconded by: Stiles
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, declaration moved.

Application of: Area Variance Application for an accessory structure (carport for boat) in the front yard at 117 Glenwood Drive, Janet Moskol, Saranac Lake, NY 12983 (Tax Map Parcel #457.52-3-2).

The applicant explained that they own a pontoon boat and are proposing to construct a carport to provide year-round protection. They noted that previous attempts to cover the boat with a wood frame and tarp were unsuccessful, as snow accumulation caused the structure to fail. The Community Development Director stated that, as of this year, carports are classified as accessory structures under the Development

Code. Due to the property' configuration, both Kiwassa Road and Glenwood Drive are considered front yards, significantly limiting the locations where an accessory structure may be placed while meeting setback requirements. As a result, the proposed location is the most practical option available on the property.

Public Hearing

Area Variance Application for an accessory structure (carport for boat) in the front yard at 117 Glenwood Drive, Janet Moskol, Saranac Lake, NY 12983 (Tax Map Parcel #457.52-3-2).

- Motion to open public hearing by Reilly Second: Farnham
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, public hearing opened.
- Motion to close the public hearing by Reilly Second: Stiles
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, public hearing closed.

Board Action

Area Variance Application for an accessory structure (carport for boat) in the front yard at 117 Glenwood Drive, Janet Moskol, Saranac Lake, NY 12983 (Tax Map Parcel #457.52-3-2).

Domenico asked whether the applicant had considered modifying the existing garage to accommodate the pontoon boat instead of constructing a carport. The applicant explained that the layout of the driveway and garage makes maneuvering the boat into the garage impractical. Additionally, the garage has a clearance of approximately 7 feet, while the boat requires approximately 10 feet of clearance.

Domenico asked whether the proposed structure would negatively impact neighboring property values. The applicant stated they did not believe it would and felt that matching the existing residence would allow the structure to blend in with the property. Domenico then asked how closely the carport would resemble the principal structure.

Stiles asked whether there were any alternative locations on the property. The applicant explained that the remaining areas consist of steep slopes, trees, and significant grade changes, making them unsuitable. When asked about the second parcel, the applicant stated it is located along Kiwassa Road but contains a recently constructed rock barrier, making that location impractical as well.

Reilly suggested that any approval could be conditioned specifically for storage of the pontoon boat. Domenico proposed establishing a condition requiring the structure to be located at least 25 feet from the property line. The applicant indicated there is an existing post approximately 25 feet from the property line and stated they intended to locate the structure as far back from the road as practicable.

The applicant stated that the pontoon boat came with the property and has historically been stored in the proposed location. They reiterated that there is no other feasible location on the property for the structure. It was also noted that no members of the public expressed concerns regarding the proposal and that another nearby property contains a carport used for boat storage. The Board discussed that the proposal would not impact public infrastructure, as it is located entirely on private property, and that any approved structure would still require a building permit from the Code Enforcement Officer.

Board members acknowledged that strict compliance with the front and side yard setback requirements was not feasible given the property's unique configuration. Reilly stated that, based on the discussion, he

supported the application as originally submitted.

- Motion to issue a negative declaration for purposes of SEQR
Motion: Reilly seconded by: Farnham
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, declaration moved.
- Motion to find the project in conformance with LWRP policy standards and conditions
Motion: Stiles seconded by: Domenico
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, declaration moved.
- Motion to approve Area Variance Application with the condition that it is used for car or boat storage only.
Motion: Reilly seconded by: Farnham
Domenico asked for a Roll Call Vote.
Roll Call: Farnham, yes; Stiles, yes; Domenico, no; Reilly, yes. All in favor, declaration moved.

- **OLD BUSINESS**

- **NEW BUSINESS**

- **ADJOURNMENT**

Motion to adjourn the meeting.

Motion: Stiles Second: Farnham

Domenico asked for a Roll Call Vote.

Roll Call: Farnham, yes; Stiles, yes; Domenico, yes; Reilly, yes. All in favor, meeting adjourned.

Meeting was officially adjourned at 6:05 PM.