City of Saratoga Springs

PLANNING BOARD

City Hall • 474 Broadway

Saratoga Springs, New York 12866

518.587.3550

PB Members
Mark Pingel (Chair)
Joseph Ferrante (Vice Chair)
Michael King
Kerry Mayo
William J. McTygue
Tony Stellato
Alex P. White
Scott Trifilo (Alternate)

- Please enter City Hall by the Broadway ramp door entrance.
- The door is unlocked 1/2 hour before the meeting start time and is locked 1 hour after meeting start time.
- For entry after 7pm, please use the buzzer outside of the Lake Ave. entrance.

- Comments may be submitted up to 12PM on the day of the meeting using the **Public Comment form on the Planning Department page**.
- To view the webcast live or once recorded, go to www.saratoga-springs.org

PLANNING BOARD WORKSHOP AGENDA

Thursday, November 19, 2026 6:00 PM

Roll Call

1. Approval of Meeting Minutes:

2. PB Applications Under Consideration - *NOTE: Agenda item discussion will not begin past 10:00 p.m.*

3.Consent Items PB Next Agenda.

Agenda Order	Project	Project Index	Project Location	Project Description	Project #
1	**Lexington Rd & Bemis Heights Rd Subdivision Modification - Extension**		Lexington Rd & Bemis Heights Rd	Request for a 90-day extension of approval for a subdivision modification in the Rural Residential (RR) District.	20260997

Items for PB Next Agenda

Agenda Order	Project #	Project	Project Location	Project Description	Project Index
2	20250989	**Rt 9 / South Broadway Special Use Permit**	Rt 9 / South Broadway	SEQRA and special use permit for a proposed mixed-use development including a 120-room hotel, 128 multi-family residential units, 8,000 sq. ft. retail and associated site work in the Gateway Commercial - Rural (GC-R) district.	
3	20260656	**11 Federal St Site Plan**	11 Federal St	Coordinated SEQRA review and site plan review for construction of a new 5-story building including 120-room hotel and 21 residential units, and associated site work in the Urban Core (T-6) District.	
4	20260627	**Brook Rd Verizon Communications Facility Site Plan**	Brook Rd	Coordinated SEQRA Review for a new telecommunications facility in the Industrial - Light (IND-L) District.	
5	20260892	**112 Hamilton St Sketch Site Plan**	112 Hamilton St	Sketch plan review for a 12-unit multi-family residential building on a vacant parcel within the Neighborhood Center (T-5) District.	

UPCOMING MEETINGS AND WORKSHOPS

Upcoming Workshops and Meetings:

November 12, workshop, November 19, meeting, December 3, workshop, December 10, meeting.

ANNOUNCEMENT: If you are interested in supporting our community by sitting on a Land Use Board, please fill out **the form** on the City's website.

4. Announcement: If you are interested in supporting our community by sitting on a Land Use Board, please fill out **the form** on the City's website.

VIRTUAL PARTICIPATION

- Due to unexpected circumstances, one or more of our members may need to participate remotely; if the meeting is remote or hybrid, please find relevant meeting details here.
- A video recording of the meeting will be available here.

GENERAL MEETING GUIDELINES

The Planning Board reviews a wide variety of applications and its primary responsibilities include four land development decisions including New York State Environmental Quality Review (SEQR), Special Use Permit (SUP), Site Plan (SP) and Subdivision (SD).

The rules regarding public input depends on the type of application before the Planning Board.

SEQR and SP: The Planning Board reserves the right to allow public comment as deemed necessary. The total duration for all public comments should not exceed fifteen (15) minutes with each individual speaker limited to a total of two (2) minutes.

SUP and SD: The Planning Board is required to conduct a public hearing with proper notice to all neighbors residing within 250 feet of the project. Each individual speaker will be limited to a total of three (3) minutes.

For all applications: Speakers providing public input will be timed to ensure compliance. Applicants' initial presentation to the Board will be limited to 15 minutes.

Planning Board members are volunteers appointed by the Mayor to serve seven-year terms. Each member has a single vote and a quorum (4 or more members) is required to vote on an application.

*Note: This agenda is subject to change. Please check the **website** for latest version.*

GENERAL GUIDELINES FOR SPEAKERS

- All meetings are video recorded and webcast; please provide public input in a respectful manner.
- Public input will occur after the Applicant has presented the project to the Planning Board.
- Speak clearly into the microphone and state your name and address.
- Speakers will be timed – two (2) minute limit for public comment and three (3) minute limit for public hearing. Be concise, it's OK to speak for less than the time limit.
- Individuals may not donate their allotted time to other speakers.
- Face the Planning Board at all times, do not engage in direct discussions with the audience.
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- Do not repeat points made by previous speakers.
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- No laughing, heckling, speaking or clapping from the audience.
- Comments to the Board should specifically relate to the application under consideration and be directly relevant to the evaluation criteria.
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- It is best to identify a designated speaker to summarize comments from multiple individuals.
- Written comments will be distributed to the Board and made part of the public record.
- Please note that the Planning Board has no jurisdiction over code enforcement.
- The Planning Board appreciates meaningful and thoughtful input from the community.

To learn more about the application review process, please contact the City Planning Department. Susan Barden: 518-587-3550 x2493 susan.barden@saratoga-springs.org