

VILLAGE OF SARANAC  
PLANNING COMMISSION  
REGULAR MEETING  
May 5, 2021

The Planning Commission Regular Meeting was called to order by Chairperson Shaw at 7:06 p.m. at the Saranac Village Office, 27 N Bridge Street.

The meeting was opened with the Pledge of Allegiance.

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

Motion was made by Trierweiler, supported by Tlapek, to approve the Agenda of May 5, 2021. All yeas.

Public Comments – None.

Motion was made by Trierweiler, supported by Tlapek, to approve the March 8, 2021 minutes. All yeas.

New Business

PC members reviewed an application for a Special Use Permit submitted by Malcolm Culmer of Florence, KY, to operate an adult use marihuana establishment at 75 N Bridge Street.

Commission members referred to applicable sections of the Zoning Ordinance as they discussed Culmer's application, and compiled the following list of items they would like him to submit for their review:

1. Elevation photo or drawing of the building front and back to show colors, renovations, changes and sign type, size and placement.
2. Brochure or spec sheet showing model and type of the odor control system.
3. Refuse/trash – dumpster location or how taken care of.
4. How and where are products delivered – unloading area.
5. What type of lighting is there and show any new exterior lighting.
6. Give details on signage, per chapter 18 sign section for CBD district.
7. Indicate where customers will park such as street or rear public parking lot or in the back.
8. Give the square footage of the building on the floor or floors they will be using.
9. Give days of week and hours that the business will be open.

Commission members requested that Straubel communicate this list to Culmer as soon as possible. Dependent upon the timing of his response, the PC is willing to call a special meeting to review the additional items submitted. Once their review is complete, the PC will set a public hearing date. A notice will be published in the Sentinel Standard at least 15 days in advance of the public hearing. The notice will also be sent to all property owners within 300 feet of 75 N Bridge Street.

Old Business – None.

Public Comments – None.

The Planning Commission's next meeting will be held at the call of the PC Chair.

Meeting adjourned at 8:20 p.m.

Kevin Klutman, Secretary