

APPROVED

**LAKE GEORGE VILLAGE
26 OLD POST ROAD
AUGUST 20, 2014
PLANNING BOARD MINUTES**

Board members present: Robert Mastrantoni – Chairperson, Patricia Dow, Dean Howland, Dan Wolfeld.

Board members absent: Chuck Luke

Others present: Carol Sullivan (Secretary), Doug Frost (Code Enforcement Officer), Dan Brown (Architectural Consultant to the Planning Board), Salim Amersi, Moech Amersi, Dan Neary (Surfside Architect), Tom Hutchins (Hutchins Engineering – engineer to the Surfside), Bob Merchant, Joanne Gavin, Jan Loonan, John Carr, Attorney Stephanie Bitter, Devon Dickison, Mike Rynn, Patty Kirkpatrick, Greg Hewlet, Jephson Hilary, Michael Consuelo, Derek Shepanzyk, Jeff Rogeau, Dave Kenny, Roz Wallace

TAX MAP: 251.18-4-25

APPLICANT: BOB MERCHANT

ADDRESS: 75 DIESKAU ST

ZONE: COMMERCIAL MIXED USE

SIGN APPLICATION: # 1432

BACKSTREET BBQ & TAPROOM - SIGN

Applicant is proposing a new sign for a new business which is located in what was The Lemon Peel.

The pole and the frame of the freestanding sign are not changing but will be painted. This is a double-sided back lit sign.

MOTION: Patricia Dow made a motion to approve the Backstreet BBQ sign at 75 Dieskau St. as presented. The sign will be internally lit. The frame of the freestanding sign structure will be the border for the sign. The free standing sign structure will be painted gray to match the building.

2ND MOTION: Dan Wolfeld

Robert Mastrantoni	Patricia Dow	Dean Howland	Chuck Luke	Dan Wolfeld
Aye	Aye	Aye	Absent	Aye

Aye = 4 Nay = 0 Motion carried

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**TAX MAP: 251.18-3-43
APPLICANT: PATTY KIRKPATRICK
ADDRESS: 185 CANADA ST.
ZONE: COMMERCIAL MIXED USE
SIGN APPLICATION: # 1463**

CAFÉ DEL LAGO - SIGN

Applicant is proposing a new sign for a new business which will have a black background carved lettering which will be gold. Existing gooseneck lighting will be used.

MOTION: Dan Wolfeld made a motion to approve the sign as presented. The sign will be a composite material, with a black background and carved lettering which will be gold in color. The existing gooseneck lighting will be used.

2ND MOTION: Patricia Dow.

Robert Mastrantoni	Patricia Dow	Dean Howland	Chuck Luke	Dan Wolfeld
Aye	Aye	Aye	Absent	Aye

Aye = 4 Nay = 0 Motion carried

**TAX MAP: 264.06-2-31 & 32
OWNER/APPLICANT: MICHAEL RYNN/LAKESIDE HOSPITALITY
ADDRESS: DIESKAU ST
ZONE: RESIDENTIAL MIXED USE
APPLICATION – SITE PLAN #1459 AND SHORT FORM SEQR**

Applicant is proposing construction of two, two-unit townhome buildings totaling 4 units in all.

Attorney Stephanie Bitter and Devon Dickinson from Dickinson Associates represented the client this evening.

Stephanie explained the project to the Board as two two-unit townhouse buildings on this property. Each unit will have 2 or 3 bedrooms. There will be 1,400± square feet of living space. Each unit will have two 9' x 18' off-street parking spaces in the front of the townhome on Dieskau St. Each of these units will be sold (i.e. these are not rental units).

Stephanie explained that a subdivision will be necessary. In order to convey each unit to an individual you have to convey the land in the sale and the land will actually be the footprint of each unit. The surrounding land will be owned and maintained by a Homeowners Association.

According to Devon the slope of the driveway is at 15% which is an acceptable grade for a driveway. There is approximately 18 feet from the property line to the public right-of-way however, this portion was not taken into consideration when planning the parking spaces; the two car parking spaces are not on the Village right-of-way.

Dean asked about the slope of the land because it is quite steep so some sort of retaining wall may be needed. Devon responded that there have been discussions regarding the slope and at this point nothing has been determined.

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Robert expressed concern on how the building will fit into the area when there is such a large slope. Devon responded with the slope of the driveway his intent was to get the building up as high as he could. He added, hopefully this will mitigate some of the excavation.

Robert asked if there will be a retaining wall at the back of the building. Devon stated this aspect hasn't been decided however, the applicant is considering a modular type construction so there may be a need for a retaining wall.

Dean suggested the land at the back could be "terraced" - if modular units are used the back would have to be terraced. Unit four has the greatest pitch which diminishes toward unit one. Unit one is the furthest to the north and unit four is the furthest to the south.

Dean asked Doug and Carol if short term rentals are allowed in this zone. They responded only long term rentals are allowed in the Residential Mixed Use zone and under our current code "accommodations" are not allowed in this zone..

Carol pointed out that the definition of Townhomes requires a front and rear access. Devon indicated that at this point that hasn't been decided. She pointed out that the definition does not specify floor. The Board discussed the requirement for a front and rear access.

Dan W. asked if the overhang could be made a little bigger. Mike responded that there is a 12 inch overhang on the gable ends but only a 6 inch on the front and back because of the setback requirements.

The Board asked the applicant to return with a grading plan, a retaining wall design and rear access. Dan W. pointed out the rear access does not have to be the same for each building – it can be designed to fit in with the slope of the land. Devon mentioned the rear access for units 3 and 4 could be on the second floor.

Patricia asked how much of the hill side will be dug out in order to accommodate the buildings. Devon responded that the units will require a lot excavation however, the driveways have been designed so that there won't be a lot of excavation. Patricia expressed concern for the neighboring property at the rear and as the slope is excavated the hillside to the rear is weakened. The same is true when the vegetation is removed.

Robert asked for another plan showing exactly what the landscaping will look like once graded and showing the neighboring property to the rear. He added he would prefer to see a retaining wall to protect the property at the rear. He added he would like to see the rear exits on the first floor.

Dan asked to see a landscape plan which should include the retaining wall or whatever is decided with regard to retaining the land.

Robert asked for clarification on 2 or 3 bedrooms.

At this point the Board concluded their review until such time as the applicant returns to the Board with the information and plans they have requested.

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PLANNING BOARD MINUTES****TAX MAP: 264.06-1-1****OWNER/APPLICANT: JOHN CARR****ADDRESS: 1 CANADA ST****ZONE: COMMERCIAL MIXED USE****SITE PLAN APPLICATION # 1422**

JULY 16TH MOTION: Dan Wolfield made a motion to approve the front façade (facing Canada St.) with the higher roof and dimensions as presented and the landscaping around the deck. The two items which John is asked to return to the Board for discussion and subsequent approval are the stormwater plan – providing more detail with a written plan and the lighting on the front of the building (Canada St.).

Lighting will be discussed this evening. Stormwater management will appear on a future agenda once the applicant has provided a stamped engineered plan.

John Carr showed the Board the light fixtures which will be used on the front of the building (facing Canada St.). The lights will face the building and shine up into the building. There are 5 lights on 18 inch poles which are 4 – 5 feet away from the building. These are LED lights equivalent to a 100 watt bulb.

MOTION: Dean Howland made a motion to approve the lighting for the east side of the building using 5 of the LED lights as presented.

2ND MOTION: Dan Wolfield

Robert Mastrantoni	Patricia Dow	Dean Howland	Chuck Luke	Dan Wolfield
Aye	Aye	Aye	Absent	Aye

TAX MAP: 264.06-2-40**APPLICANT/OWNER: JOHN CARR****ADDRESS: 33 CANADA ST.****ZONE: COMMERCIAL MIXED USE****SITE PLAN APPLICATION # 1458**

Applicant is proposing an outdoor patio.

John addressed the Board by providing details for his outdoor patio. He will be removing some of the parking spaces at the brew pub because he now has parking at 1 Canada St. and there is access to 1 Canada St. from Sewell St.

Granite slabs will be used to form a wall, there will be landscaping and cedar poles, cedar wood columns, cedar trees to separate the public seating area from the road. The floor of the patio area will be reclaimed red brick. There will be two rocks that have been chiseled out; gas insert fireplaces have been installed in these. There will be a gas corner fireplace. There will also be outdoor heaters installed.

There will be no walkway on the outside of the patio wall. With the new plan there will be more space for people to walk along the road than what is currently available when vehicles are parked in the current parking spaces.

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The current grassy area at the corner (Sewell St. and Canada St.) will be replaced with brick pavers. When people round the corner the pavers will encourage people to walk on the brick area. The landscaping will not change.

String lighting (15 watt bulbs) will be used. There will be some low positioned down lighting used to light the ramp area and areas where people will be walking.

Any gaps in the granite slab wall will be filled with landscaping; perhaps a cedar tree but definitely something that will grow in this area and is sustainable.

John mentioned that when he met with Warren County Building Codes department regarding his second floor addition they required another exit off of the deck. This is depicted on the plans - at the west side of the existing deck there is a set of stairs that have been added to comply with Warren County's request. This will be a "fire exit only" egress.

MOTION: Dan Wolfield made a motion to approve the new patio area at 33 Canada St. as presented. Granite slab will be used for the wall area. Cedar columns will be installed. There will be a railing installed along the ramp area behind the wall. Overhead string lighting consistent with the current string lighting on the deck will be installed on the patio area. Low positioned down lighting will be installed along the ramp area and on the wall areas around the entire seating area. Pavers as presented will be installed in the offset from the street area where there currently is a grassy area. The landscaping placement is approved as shown with actual plantings to be determined. Also, approved is the new set of stairs (required by the County) on the west side of the current deck to be used for exit only.

2ND MOTION: Robert Mastrantoni

Robert Mastrantoni	Patricia Dow	Dean Howland	Chuck Luke	Dan Wolfield
Aye	Aye	Aye	Absent	Aye

Aye = 4 Nay = 0 Motion carried

TAX MAP: 251.14-3-26

OWNER/APPLICANT: SALIM AMERSI

ADDRESS: 400 CANADA ST

ZONE: COMMERCIAL RESORT

APPLICATION – SITE PLAN #1465 AND SHORT FORM SEQR

Applicant is proposing demolition of the center aisle building including the office and rebuilding a new office, rooms, suites and an underground parking area.

Dan Neary (architect) and Tom Hutchins (engineer) joined Salim this evening for the Site Plan application review by the Planning Board.

Tom Hutchins opened the discussion by going through the site aspects since the Planning Board has seen the design of the building in previous workshops.

Tom mentioned the entire Surfside site is just over 3 acres. Using the plans he pointed out that the first sheet shows the site as it currently exists. Tom pointed to the building which will be demolished and replaced with the new proposed building.

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- Tom indicated there will be a net increase of 5 parking spaces with the addition of the underground parking. Within the envelope of the new construction including the parking, the parking spaces will go from 81 spaces to 86 spaces.
- On the north side of the current building there is an aisle with diagonal parking on both sides. The parking in this area will be reduced to one lane of diagonal parking which will remain as currently configured. The aisle is one-way and will be 18 feet wide.
- On the south side of the building there are three rows of diagonal parking spaces. The parking in this area will be reduced to a double row of perpendicular parking spaces. These are 9' by 18'. This will create a 24 foot wide aisle. Across the back the aisle width is 27 feet because the remaining parking spaces are 15 feet deep.
- The percentage of the impervious surface goes from 79.8 to 79.4 percent.
- In 2008 there was new construction to the rear of the property. At that time there were a number of stormwater controls installed as well as some permeable pavement in the area of that new construction. The area of the 2015 new construction has minimal stormwater controls. Stone and chamber infiltration beds will be installed as indicated in the plans. There will be 3 collection structures along the southerly border also indicated in the plans. There will be interior roof drainage for the building which will be piped underground out to the infiltration system.
- Tom proceeded to the detailed layout plan which shows the drainage structures, piping and infiltration beds. It also shows detail for the parking areas.
- Utilities will consist of Village water, Village sewer and natural gas.
- Referring to the plan which shows detailed grading Tom pointed out that the parking area on the south will be graded to flow to the stormwater management structures.
- Referring to landscaping Tom indicated they have added planting areas around the perimeter as shown. Much of the existing large plantings will be retained. The row of Arborvitaes next to the Georgian will be extended. There's a planting area near the southern entrance, another near the parking garage entrance and a large planting area at the sign. There is also a planting area along the north walkway.
- There will be wall mounted balcony lighting for each room. The fixtures will be similar to what was used in the 2008 construction of rooms. There will be three pole mounted decorative LED lights for the parking area on the south side. These are 20 feet high. With the exception of the three pole mounted lights all other lighting will be mounted on the building.
- At this point Tom concluded his presentation and Salim added there will be approximately 6 – 7 trees planted on the top balcony and these will be a minimum of 6 feet in height. The roofline on the top balcony juts out about two-thirds and these trees will be above the roofline. These trees will be planted in huge planters. This will break up the roofline; the intention is to have these trees noticeable from Canada Street when traveling from the south to the north.

Robert asked about the 18 foot aisle to the north of the building and if the Village Fire Department needed more than 18 feet. Doug mentioned that the Fire Department has been contacted and we are waiting to hear back from them. The 18 foot aisle meets the Village Code with regard to the requirements for a one-way aisle. Carol explained the Fire Department doesn't have to have an aisle wide enough for a truck if there are other means available such as a nearby hydrant. Doug added that only the Fire Department can make that determination.

Dean asked what type of plantings will be planted in the small areas at the front of the building on the street side. Dan W. mentioned the type of planting and the size should be indicated on the plan. Dan

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W. mentioned there should be a plan showing a tree/planting schedule which includes the trees to be used on the upper balcony.

Dean expressed concern about the plantings at the entry way because that is what is seen by the passerby. He indicated the plantings should be a little bit larger than a two foot high shrub.

Salim responded indicating there will be 2 – 3 feet high bushes which will be surrounded by flowers which will be seen by the passerby. Dean indicated he would prefer something more than a 3 foot high shrub – he feels it would be out of proportion. Dean mentioned he was particularly interested in the streetscape – what will be seen by the passerby. He feels this will soften the building and the parking lot. Patricia pointed out that the new guidelines state a landscape buffer and/or fence shall be required between the parking lot and sidewalk. Salim indicated he was amenable to adding some larger trees however, he also wants to have some pretty flowers for people to see as they pass by. He also indicated there will be flower baskets along the top of the building at the terrace. Robert mentioned the Board needs to see the kind of tree and the size. Dean mentioned the buffer should be on both sides of the entryway. He added it would be nice to have something on the north end as well. Salim mentioned to have a buffer at the north end a parking space would have to be eliminated. Dean pointed out that Tom mentioned there is a gain of 5 spaces and at this north end it is just blacktop right to the sidewalk a softer view can be created by adding some trees, not a shrub, in this area.

Dan W. asked if there will be the same number of rooms and Salim confirmed there will be the same number of rooms however, the parking will be much more “breathable” and traffic will be able to maneuver around this area more easily.

Robert asked if it is feasible to eliminate a parking space. Salim indicated that eliminating a space would be the elimination of a room parking space. Robert mentioned the gain of 5 parking spaces. Dan N. mentioned the new plan complies with the new parking requirement of one parking space per room plus 10% which in this case is 55 parking spaces. The 5 extra spaces are required by the Zoning ordinance. Dan N. added the only way a parking space can be eliminated is if the requirement were waived for the extra space. This includes the garage spaces. The Board continued to discuss the need for additional landscaping. Salim suggested adding trees that can grow tall (12 – 13 feet or higher) and still allow for parking in the area - these will also break up the building. Dean mentioned there needs to be more vegetation. Pointing to the plan Salim indicated where they could plant bigger trees. Robert asked how big the area is. Tom responded that it is about 8 feet wide and 15 feet long. Salim mentioned a couple of trees could be planted in this area.

Dan W. asked Salim to see where additional vegetation could be added and he also asked for a detailed tree plan.

Salim pointed out many of the existing trees are seen from Canada St.

Patricia mentioned consideration needs to be given to the things that are required. A buffer is required between the parking and the sidewalk. She added she understands Salim’s issue but these are guidelines and other people have gone along with them. Salim added he has agreed to add trees along the front and add something at the corner “up here” (pointing to a plan). Salim indicated he will research the various types of trees available that will grow higher.

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Patricia, mentioned that the Board had three workshops for this project and she does not see much change from the beginning of the design to the end of the design. Referring to the previous large project that the Board reviewed she mentioned the applicant really worked with the Board and the Board didn't get everything they felt should go in the Village however, the project came a long way. She added that she feels that project was a workable situation and that she sees very little change in the design from the beginning of the workshops to the point this project is at this evening. She mentioned the guidelines were made for the entire Village and while she appreciates the amount of money that is being spent on this project she still feels Salim needs to comply with the guidelines just as the previous applicant did and as future applicants will be required. The guidelines are made for the benefit of everyone in the Village to formulate something that works for everybody. She added she finds it difficult to have meeting after meeting yet have so little change in the overall project. Salim pointed out that he did hire an architect who has looked at the guidelines and knows what the guidelines are. He added that the design is very contemporary. Patricia pointing to the guidelines indicated they state there needs to be landscaping between the parking and the sidewalk and she does not see that on the plans. Salim mentioned they are not building a new hotel, he is trying to "better" the existing hotel for himself and for the Village.

At this point Robert mentioned that a better buffer needs to be created in the front area. He recommended to Salim that he (Salim) and his architect rethink how this can be accomplished. Robert added this was brought up at the previous workshops – a buffer is needed.

Salim mentioned because the sign planting area is enlarged he can plant larger trees in this area. He added he can provide the types of trees that will grow 6 feet and above so there is more of a buffer. He indicated he can work with the information he has and not lose a parking space.

Patricia pointed out the buffer is between the parking and the sidewalk not the hotel and the sidewalk – around the sign is not in front of the parking. Robert added these are the new guidelines and the Board can't give into this. He suggested the parking might be reconfigured to accomplish this requirement.

Dean commented that he drove up and down the street to get a visual. The enlarged area for the sign can be made gorgeous however, the north end is just blacktop. When driving south more of the south side is seen. To lose a parking spot to a buffer on the south west corner would soften the look of the parking lot. The Arborvitae against the Georgian wall is a nice feature but it is only going to be seen by people sitting in their rooms or balconies. Salim indicated Tom will come up with something.

Dan W. added he would like to see a floor plan of the garage and possibly a cut view (that shows the depth and grading) of the garage, including traffic flow as well as entry and exit flow of the garage. Dan W. added he'd like to see how drainage works in the garage. Robert added he'd like to see what the interior height is of the garage. Dan W. also asked for a plan of how the garage is graded in.

Dan B. asked if the Village has an engineer that reviews the Stormwater plan. Carol explained the Board can hire someone, at the applicant's expense, if they feel they want another engineer to review the Stormwater Plan. It's at the Board's discretion. Doug pointed out the engineer has stamped the plan and it has to work, if it doesn't work it is the engineer that will have to make it right.

Tom and Salim went over the various dry wells throughout the property and the new structures will take away from these areas relieving any possible stress.

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Patricia asked about the garage plan that will be provided for review. It will show the height, lay-out, traffic pattern, parking spaces and Tom added he will provide the entire layout for the garage which shows parking spaces, other building locations in it, elevator location and there is a section longitudinally through the entire garage – it slopes the whole length. Dan N. added the stormwater outside is picked up at the base of the slope at the entrance and then inside it slopes gradually down deeper but outside water will be caught before it gets into the garage.

There are no laundry facilities in this building.

Dan W. asked for floor plans which show the rooms, hallways and egress – a full floor plan for each floor. He also asked for a roof plan – showing where the elevator is going to be located and/or other equipment. Dan N. indicated some of this is in flux because they are proceeding with engineering as they are going through the approval process with the Board.

Dan W. asked again for a street view – a front elevation view of the new building embedded into the street view showing the neighboring buildings. He added the Code refers to harmony with the neighboring buildings; a street view will provide that visual and the Board can see how the building and the landscaping fits in. Dan N. showed the Board some views he had already developed and asked if these views would be acceptable. Both Robert and Dan W. indicated it would be acceptable and should show the street view floor by floor.

Salim provided height and size of the current building vs. the same for the new building.

- Current building is 32 feet high; the proposed building will be 39 ½ feet high.
- The street width of the current building is approximately 62 feet wide and the proposed building is just under 70 feet wide.
- The total length of the current building is 221 feet; including the overhang the proposed building is 226 feet. Without the overhang the proposed building is approximately 190 feet.

Patricia and Dan W. asked about a lighting plan that shows the lighting on the building. Dan N. mentioned the lighting on the building hasn't been designed yet. Robert indicated the Board has to see a lighting plan – type of fixture, what it will look like and where it will be located. Salim mentioned there will be lighting all along the stone wall which is the bottom façade of the building. It will be LED down lighting hidden within the wall. Dan W. asked if this will be a continuous white glow all along the building on both sides and Salim confirmed that is the plan. Dan N. pointed out this feature is shown on the plan and Dan W. mentioned he would prefer this continuous lighting to be broken up rather than seeing one continuous glow. Salim indicated this will be very soft lighting. Patricia pointed out that a more definitive plan is needed for all of the new lighting that will be used and Robert agreed. He added the final lighting plans will be reviewed by the Board.

Patricia pointed out there is a Site Plan check list that should be reviewed. Patricia added generally the Board sees detailed plans of everything for the site.

At this point Robert asked the Board if there were any additional items that need to be brought up.

Dean asked about colors. Robert mentioned the colors were discussed at the workshops and asked the Board if there were any additional comments with regard to the colors. He pointed out that the Board has seen the actual samples of the colors and the stone. Robert mentioned the change of

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adding the stripe to the building and the Board previously indicated they liked the stripe. Dan W. mentioned the blue used for the new building ties in very nicely with the blue used for the other buildings on the property. He added the pictures that have been shown don't depict the whole color scheme and he would not have realized how well the color ties in if he had not looked at it while driving by; this is why he has asked for the street view showing all the neighboring buildings.

Dean asked about the bollards and whether or not there would be lighting on these as they are part of the walkway. Dan N. mentioned that he wasn't planning on having lights on the bollards however, he indicated he would talk to the mechanical engineer as it may make sense to have lighting on them.

Dan W. mentioned that once the Board sees the plans they have asked for there could be additional, slight changes. Robert added the Board has to wait and see what happens when they review all the plans. He also asked the Board if they were OK with the stormwater plan as presented or if they would like to have another engineer review the plan. The Board agreed the stormwater plan as presented was acceptable.

Robert asked Salim, Tom and Dan N. if they needed clarification on anything that was discussed tonight. Dan W. asked if they would like a list as he had written one. There was no comment made to Dan's offer.

Salim asked if the Board was OK with the building. Dean and Dan indicated they were OK with the basic design of the building and Patricia mentioned she needed to see the items they have asked for so she could see the project as a whole. Dean added at this point he is more concerned with seeing the landscaping and the lighting.

Patricia mentioned the building may be OK standing on its own but she still has questions about it fitting into the surrounding environment and that is a part of the design guidelines. She added she understands the building does not have to be "cookie cutter" but she still feels they need to go along with the design guidelines as she reads them. She indicated that as she reads them she is still looking at design structures that fit into the surrounding site context as well as the community setting. She mentioned she hasn't seen much change in the building and even the small part of parking and the boundary between the public sidewalk. She added she understands Salim's constraint on the parking however, she is not inclined to treat people differently – everyone has to comply with the design guidelines.

The Board agreed to continue the review at the regularly scheduled meeting on September 17th. Carol indicated that the complete plans of everything that has been asked for has to be at the Village office by September 8th.

At this point Robert asked Salim, Tom and Dan N. if they needed anything else from the Board. Tom provided the Board with the list he had created.

- Detailed streetscape.
- Landscape plan and schedule.
- Garage details, drainage and sections.
- Floor plans of all floors
- Lighting plan showing type of fixture with fixture specifications and where they are located.
- Building sections.
- Fire Department.

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- Dan W. added front elevation view and Patricia added including the surrounding properties.

At this point the Board concluded their review of this project and the review will continue at the September 17th Planning Board meeting.

MINUTES:

JULY 16, 2014 (RM, PD, DH, CL, DW)

MOTION: Patricia Dow made a motion to approve the minutes of July 16, 2015 as presented.

2ND MOTION: Dean Howland

Robert Mastrantoni	Patricia Dow	Dean Howland	Chuck Luke	Dan Wolfeld
Aye	Aye	Aye	Absent	Aye

Aye = 4 Nay = 0 Motion carried

AUGUST 6, 2014 (RM, PD, DH, CL, DW)

MOTION: Patricia Dow made a motion to approve the minutes of August 6, 2015 as presented.

2ND MOTION: Dean Howland

Robert Mastrantoni	Patricia Dow	Dean Howland	Chuck Luke	Dan Wolfeld
Aye	Aye	Aye	Absent	Aye

Aye = 4 Nay = 0 Motion carried

The Board requested that future minutes for complicated/large projects contain more detail with regard to the discussions that take place and Carol agreed to do this.

The Board expressed concern about the guidelines and their understanding of the guidelines. They agreed to set up workshop(s) in the future so that they, as a Board, can come to an agreement on how to implement the new guidelines. Dan B. suggested the first order of review should be the concept, the surrounding areas and not get to the more detailed review of window design and colors until such time that the concept, the surrounding areas have been looked at as a whole.

Respectfully submitted,

Carol Sullivan

August 28, 2014