

**LAKE GEORGE VILLAGE
26 OLD POST ROAD
PLANNING BOARD MEETING MINUTES
SEPTEMBER 20, 2023**

Board members present: Carol Sullivan (Chairperson), Patricia Dow, Patrina Leland, Kevin Merry, and Walt Adams

Board members absent: Dean Howland

Others present: Debonnay Meyers (Planning & Zoning Clerk), Dan Barusch (Director of Planning and Zoning), Ray Perry (Mayor of Lake George), Vincent Crocitto, Kathy Muncil, and Emily Frost.

Carol Sullivan called the meeting to order at 4:59 pm.

APPLICATION: SPR#19-2023

APPLICANT: FORT WILLIAM HENRY / WINTER COALITION

TAX MAP: 264.06-2-51 & 251.18-3-72

ADDRESS: 46 & 48 CANADA

ZONE: COMMERCIAL MIXED USE

Applicant is seeking approval to allow international company “Moment Factory” onto the Fort William Henry’s property as a temporary tourist attraction during the winter season and shoulder seasons. The attraction would be composed of lighting and visual features primarily located inside the Fort building, up on the bastions and down in the center of the fort. There will be some ancillary features on the site. There was a meeting hosted at the Village Hall on August 30, 2023, that allowed the Planning Board to review the draft application and allowed them to ask questions regarding the proposed attraction and its components. This meeting will ask the public for their input and will supply answers to the questions that were asked.

Carol Sullivan opened the Public Hearing at 4:59 pm.

Kathy Muncil, Vincent Crocitto, Emily Frost, and Ray Perry were present to represent Fort William Henry and the Winter Coalition. Carol Sullivan notified everyone that the two Planning Board members, Patrina Leland and Walt Adams, weren’t present at the August 30th Sketch-Plan Meeting. As they were absent, they should have time to ask any of their questions before any of the prior questions get answered.

Carol Sullivan asked Walt Adams to express his concerns and ask his questions. Walt Adams said that he reviewed the drafted meeting minutes for that sketch-plan meeting and based on what he read, all the questions that were asked were the questions he would’ve asked. He did express his concerns about the risk of the audio level being intrusive. Vincent Crocitto said the noise wouldn’t be intrusive and would be contained. He assured that it would follow the Village Code. Walt Adams had no further questions. Carol Sullivan asked Patrina Leland to express her concerns and ask her questions. Patrina Leland said she would’ve asked the same questions that were mentioned.

Carol Sullivan notified all that all the outstanding questions would now be reviewed. Carol Sullivan held up the map and inquired if that would show all the available parking locations. Kathy Muncil confirmed. Carol Sullivan said the map shows parking available in the Fort William Henry Museum lot, John Carr’s parking lot, and Westbrook or Elizabeth Little Boulevard. Kathy Muncil informed the Board that the

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packet they provided tonight shows the available parking locations and how many spots would be available. Carol Sullivan asked the Board if there were any other questions about parking. Patrina Leland had a question if this event would have more population than the Ice Castles. Carol Sullivan and Patricia Dow said that the Moment Factory event is expected to have more than the Ice Castles. Carol Sullivan then asked Patricia Dow if her lots would be open. Patricia Dow said that they rented the Steamboat's lots to the Ice Castles in the past and went into detail as to where customers parked.

Carol Sullivan changed the topic to discuss signage as the previous topic was addressed. Carol Sullivan started reading the excerpt about signage. The excerpt explained that they will remove the Village Blacksmith sign and use the frame with the back lit lighting for their event sign once it has a name. Ray Perry, Vincent Crocitto, and Kathy Muncil indicated that the event did not have an official name yet or logo, but it would get worked on soon. Carol Sullivan noticed in the excerpt that they plan to use the existing flagpoles for active uplighting. She did indicate that doing that would start a trend within the Village. Vincent Crocitto said that the lights would be tight on the poles. He understood the Board's concern on trends but did state they would ensure that the lights would be tight to the poles. Kathy Muncil added that having the lights on the poles would help direct people where to go once parked. Vincent Crocitto offered to move the lights to the top of the flag poles.

Carol Sullivan stated that there was no law about flagpole lighting. Dan Barusch confirmed Carol Sullivan's statement and said not many businesses have that yet. Vincent Crocitto said their objective was to have the lights so tight to the pole that it will make the pole look like one solid color. Dan Barusch said the Lake George Beach Club was the only business that has that. Carol Sullivan added that their pole is lit 24/7. Kathy Muncil said the lighting would only be used for the event. Dan Barusch asked if the lights would have the "shooting effect". Vincent Crocitto said they would like to have that, but it depends on what the Board approves of. Patricia Dow asked if the lights would be moving, like a column of light going up. Vincent Crocitto said yes.

Walt Adams informed the Board his thoughts on how having the lighting would be a great idea. Carol Sullivan said having the lighting would be good as it gets dark at 4:30. Patricia Dow said she would rather have the lights be stationary than have them move up and down. Carol Sullivan confirmed with the Board that they all agreed that they were allowing the lights to be wrapped around the three flag poles, along Route 9, tightly to have them resemble one solid color as the lights will be stationary and will not have the "shooting effect".

Patricia Dow asked what color they'd choose for the lighting. Ray Perry suggested blue as a possibility. Vincent Crocitto asked if they could use multiple colors, like green and red for Christmas. He stated that they would change throughout the season, not flash red and green at the same time. Before the Board could respond, Vincent Crocitto added that they were awaiting a color palette from the Moment Factory. Patricia Dow said they should follow the colors of the Moment Factory display. She lifted the updated artistic rendering and showed what colors were showcased, like blues and oranges. Patricia Dow asked Carol Sullivan if they could put language in the motion so it wouldn't be a copy-cat kind of scenario. Carol Sullivan stated that adding the language wouldn't assist them in halting the other business's from copying the colors and the lighting from this event. Dan Barusch did state that per Village Code, any

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lighting seen in the pedestrian right-of-way would have to appear in front of the Planning Board so that would include other business's light poles.

Carol Sullivan switched the subject to talk about the archway. Kevin Merry quickly interjected and asked if he could ask his question before the topic switched. He stated that the artistic rendering sheet and the map attached to it doesn't add up. He inquired on where Canada Street was based on where the themes of each bastion were. Vincent Crocitto stood up and reviewed the pictures and the map provided. Dan Barusch indicated that the artistic rendering was 90 degrees off from the map picture. Kevin Merry asked where the archway would be in relation to the artistic rendering. Kathy Muncil and Vincent Crocitto showed the Board where it would be. It was confirmed that there will be no entry archway at Route 9, just an archway in the middle of the property at the end of the parking lot.

Carol Sullivan asked if the archway would be removed when the event closes for the season. Vincent Crocitto explained that the design of the archway would have two footings, metal plates and will have six by six timbers. The archway could be designed to be temporary but it's ultimately up to Kathy Muncil as she owns the Fort property. Kathy Muncil said she's okay with keeping the archway. Vincent Crocitto said the signage for the event would be removed from the archway once the season is over. Carol Sullivan inquired if the archway would be lit in the off-season. Vincent Crocitto said the archway would not be lit in the off-season. Kathy Muncil said it's important to them to separate that event and her museum. Kevin Merry and Carol Sullivan had a question about the five by three light box that would be on the archway. They inquired if it would only be used during the event or if it would be used year-round for the event and for the Fort. Kathy Muncil said that if she had plans to use it for the Fort, she'd come back to the Planning Board.

Dan Barusch asked Vincent Crocitto that the two primary signs would be the one on the arch and the one by the road. Ray Perry confirmed. Carol Sullivan said the lit flagpoles would be as well. Kevin Merry questioned the height of the archway. Per the packet provided, it says the archway would measure at a max height of 12 feet tall but the picture shows 14.7 ¼ feet tall. Kathy Muncil, Vincent Crocitto, and Ray Perry all reviewed the packet and found the mistake. Ray Perry confirmed the maximum height would be the 14.7 ¼ tall.

Dan Barusch asked Ray Perry if they would be using the two signs from Wood Park and the one sign from Shepard Park for advertising. Ray Perry said that the signs would only display where to buy tickets as they will be using the data collected from the advanced ticket sales to prepare for next year. Dan Barusch asked if string lights would be used anywhere. Ray Perry and Vincent Crocitto said they would not be used. Ray Perry said he wasn't sure if he would even use the Wood Park signs now as he doesn't want to show favoritism towards the Winter Coalition event over the Ice Castles. Carol Sullivan asked Debonnay Meyers if the signs still rolled over. Debonnay Meyers said she could advertise both if the County approves.

Dan Barusch returned to the previous topic of signage to solidify it even more. Dan Barusch said that the light box sign would most likely have a very simple sign that would include words, no pictures or anything that would not follow Village Code. Vincent Crocitto confirmed. Dan Barusch then asked what their ideas were for handling the other sign. Carol Sullivan said that was a concern she was going to bring

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up. She added that previously that sign was covered up for the Car Hop event that occurred a while ago. She wasn't sure if what they did prior would happen again for this event. Ray Perry said the design would only include the event name and logo. He added that the logo was currently in the works of copyright so there should be no issues in the future. Kathy Muncil said that the Car Hop sign couldn't be seen in the dark so they would have to ensure this sign could. Carol Sullivan asked if the glass would be removed and put a new glass in. Kathy Muncil said if that was the only option, she would do it. Ray Perry suggested that maybe they should wrap it with translucent wrap this year due to the time restraints.

Carol Sullivan informed everyone that the Planning Board has the authority to approve all signage within the Village. As the Winter Coalition's sign is in the works without any definite answers, Carol Sullivan offered them two options: to have the application with pictures submitted to Dan Barusch for him to forward those details via email to the Planning Board or to authorize Dan Barusch to administratively approve the sign without Planning Board review. Dan Barusch said that he most likely would still send it their way to have them review it and then make the final determination. Patricia Dow wanted to confirm that the Fort William Henry sign would not be removed. Kathy Muncil said no, only the Blacksmith sign would be taken down.

Carol Sullivan switched the topic to refresh everyone's minds about the conversation that was had in the sketch-plan meeting about pedestrian crossing. Carol Sullivan inquired about the temporary traffic light. Kathy Muncil said she spoke with Christian Dutcher about that. She gathered the contact information for DOT to call about possibly renting the light and based on the information she received, she's on a time crunch to get everything done for the rental. Carol Sullivan asked the Planning Board their thoughts. Carol Sullivan said that the Planning Board didn't force Americade to have the traffic light, they did it themselves. Dan Barusch said they must take into consideration that this is the first event, and we don't know how it's going to go. He offered other suggestions like utilizing DPW or using the Fort's employees.

Carol Sullivan said the pedestrian crossing was Patricia Dow's concern and asked her for her input on this. Ray Perry quickly interjected to add that he would be working on installing traffic controls throughout the Village as the Village needed an update. He explained that the traffic control would have a sign with LED lights on both sides to inform motorists that there may be pedestrian traffic when the button is pressed. He also added that the advanced ticket sales would help them configure what they would need to do to handle the number of customers coming to the event. He assured the Board that if the numbers were sky high one weekend, he would reach out to Donnelly and rent out the traffic light.

Ray Perry continued the conversation by stating that the five crosswalks along Route 9 would be updated with new traffic controls for pedestrian safety. He had heard and experienced situations where the second lane would not stop for pedestrians, which is a big safety concern for runners, visitors and/or residents that he's addressing. Ray Perry explained the process of getting those to where it starts with an application to installing them in the ground. Carol Sullivan asked if these would be available and installed before the event's start date. Ray Perry said that they would be able to purchase 10 of them with no issues and that he would ensure that the one by the Lobster Pot and the one near the event would be installed.

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Ray Perry, Vincent Crocitto, Kathy Muncil, and the Board talked about what parking options there would be. Parking capacity was identified, and these lots would either be definite or possibility: the Fort Museum lot, John Carr's parking lot, DEC Million Dollar Beach parking lot, Steamboat parking lot, Town and County's Westbrook parking lots, Mayard parking lot, and Village Beach Road parking lot. With all those lots, the total number of parking spots would be over 1,000. Ray Perry stated that the event website would have all the locations displayed and all parking locations would be contiguous to the event. Carol Sullivan asked Patricia Dow if her concerns with pedestrian crossing had been addressed. Patricia Dow informed that they were, and she liked the flexibility of the chances of high-ticket sales, there's a way for them to maintain and ensure pedestrian safety.

Carol Sullivan asked the Board if they had any other concerns. Walt Adams said no. Ray Perry wanted to add that if the miles per hour on Route 9 were 40 miles per hour, the traffic control machine would have non-stop flashing for at least 45 seconds. Dan Barusch wanted to ensure the ones replaced would be the one near Sewell and the one near Mohican. Ray Perry confirmed. He also added that the machines would be solar and wouldn't be high maintenance. Kevin Merry said he had one question before the topic shifts. He asked, what if they were expecting a high number of customers to come in from the data extracted from the online ticket sales, would they have the local police department come in? Ray Perry said the local police department would have headquarters downstairs in Village Hall, just on the other side of the wall to the meeting room they're in currently.

Carol Sullivan went over what was discussed with everyone and checked to see if there were any unanswered questions before anything more took place. Carol Sullivan saw on the packet that the excerpt for the updated artistic rendering says, "still developing details". She asked what that was about. Kathy Muncil said she had typed it, but it was before the meeting they had yesterday. Vincent Crocitto said specific details that relate to other parts of the event. He assured the Board that it had nothing to do with the placement of the bastions and all themes will follow the artistic rendering that was submitted tonight.

Walt Adams asked when they would operate. Ray Perry said approximately 5:00 pm to 10:00 pm. Vincent Crocitto said he didn't want to push the hours of 4:30 pm to 10:00 pm but he would prefer those hours. Carol Sullivan asked if the core hours would be 5:00 pm to 10:00 pm. Vincent Crocitto confirmed. Carol Sullivan said depending on the weather, they could change their hours, which couldn't cause a problem for her. The Board agreed to allow 5:00 pm to 10:00 pm to be the core hours. Kevin Merry asked for the price for one ticket. Vincent Crocitto said \$25 to \$29 per person. Ray Perry said Emily Frost could speak about the ticket prices. He explained that VIP tickets may be an option. Those tickets would allow customers to show up at any time they'd like but it would cost more than a regular ticket.

Patricia Dow made a motion to approve the application as amended with the following conditions that arose today. The signage is only gonna be the Village Blacksmith sign with the, whatever the event is going to be named. Some sort of transparent, so it can be lit on both sides. That sign will come through Dan to us and approved as necessary as deemed appropriate. The lights are amended to be three flagpoles, colors in keeping with the other colors in the display and no movement of the lights, just a solid, stationary lit flagpole, three of them. The archway will be a maximum of just under 15 feet and will only be lit during the months of the event and will be unlit the rest of the year. There will be no string archway and the pedestrian crossings will be made more safe for traffic by the installations of the Village,

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especially the ones closest to this exhibit and if there are very heavy ticket sales, then perhaps the Warren County Police Department will be enlisted to direct traffic. The parking is as identified on this September 20th summary, and I vote that we approve this.

2nd MOTION: Walt Adams

Carol Sullivan	Kevin Merry	Patricia Dow	Walt Adams	Patrina Leland
Aye	Aye	Aye	Aye	Aye

Aye = 5 Nays = 0 Absent = 1 Motion carried.

Carol Sullivan closed the Public Hearing at 5:32 pm.

Carol informed the Board that the meeting was still open and asked if there was anything else that needed to be addressed. Dan Barusch said that he wanted to inform the Board that there will be a meeting in October. Dan Barusch then asked Debonnay Meyers if she filled them in on any details. Debonnay Meyers said no. Dan Barusch said the Georgian Resort and Fire and Ice will appear in front of the Board for their projects: the Georgian Resort will be doing a façade renovation with a new sign and Fire and Ice will be the first permanent structure project in the Village that will replace tent use with that structure. The Board said that Fire and Ice would be a good first permanent structure project to show other businesses to do that instead of asking for an extension of the tent law. Dan Barusch quickly added that he did have a meeting with Katie and Will Carson in relation to 75 Dieskau. That meeting did discuss future plans for the reconstruction of said building. Kevin Merry asked what they would be doing with the property. Dan Barusch and the Board went into further discussion about that as Bebob's BBQ was originally there. Dan Barusch also added that the change of that building could peek the community's interest as it's part of the Ghost Tours.

Carol Sullivan provided Dan Barusch with some information about the building. She indicated that in the back of the building, where the hill is and how the building was placed on the property, it causes the basement to flood. Dan Barusch said that Will and Katie Carson were going to submit for October but because Dan Barusch informed them that they needed an engineer due to specific issues, they didn't make the deadline. The Board and Dan Barusch continued the conversation to talk about the history of the property.

Kevin Merry asked when the next meeting was. Carol Sullivan advised it's every third Wednesday. Dan Barusch said October 18th.

Motion to adjourn by Carol Sullivan at 5:39 pm., seconded by Patricia Dow, and unanimously carried.

Respectfully submitted,
Debonnay Meyers