

**Minutes for a Ticonderoga Planning Board Meeting held on  
June 3, 2021, commencing at 7:00 p.m.**

**Present:** Chairman Dr. D. McTyier, Mike Powers, Ben Leerkes, Stephanie Mitchell, Don Meserve, Town Clerk Tonya M. Thompson

**Absent:** Walt Lender, Terry Benedict

**Others:** Peter Reale, Shawn Hayes, Mark Wright, Jim Abdallah, Mike Coon

Chairman McTyier opened the meeting with the Reciting of the Pledge of Allegiance.

TrailNorth Federal Credit Union – 150.2-2-3.110 & 150.2-2-3.2.000 (Professional Office Building) 1172 NYS Route 9N

James Abdallah and Mike Coon from AEDA Architectural & Engineering - presenting

- Administrative Office Building for TrailNorth Federal Credit Union
- Adjacent parcel to existing Credit Union
- Relocate a portion of current staff to new facility for offices.
- Will be open for normal business hours.
- Multipurpose meeting room in the back of the building
- Utilize both parking lots – attached at the rear of the new build.
- Credit Union has purchase 2 lots (formally Ti Paint and a single-family residence behind)
- Will remove both of the current structures.
- Currently a driveway to the paint store that continues back to the home.
- Secondary driveway next to that on the lands of the gas station that serves the home.
- The exiting paint store driveway will be modified to service the new admin. Building.
- Working with DOT – Stage I application was submitted and gave suggestions of relocating the driveway to the north about 30 feet to align with the drive across the street.
- This new design has been approved and now Stage II will be submitted for full design.
- Sidewalk will be all around the building.
- Main entrance will be in front of the building with a rear entrance to serve the meeting room and corridor – sidewalks will connect to the existing TrailNorth facility via crosswalk.
- Stormwater – a portion comes to the front at a catch basin in the parking lot and will continue this use.
- Stormwater – majority goes to back and continue down back to 5 Mile Creek which is on the project property.
- Wetlands are behind the existing tree line, not encroaching into them at all.
- Landscaping – will keep the hedge between the properties and will supplement the bioretention area will have some shrubs and perennials and plants that like to have a wet moist environment So that will help uptake some of that rainwater off
- Foundation plantings around the entire exterior of the building between the parking area and sidewalk of the building
- Small tree and landscaped islands
- Stormwater basin will be screened with a hedge row from the parking.

**Minutes for a Ticonderoga Planning Board Meeting held on  
June 3, 2021, commencing at 7:00 p.m.**

- Credit Union would like to put a pavilion in for the employees to eat lunch outside.
- Lighting will be achieved with some pole mounted light fixtures to illuminate the parking lot and small low fixtures for the sidewalk, we do not want to spill over into the highway or the Maplefields property – they will be on sensor's, as we need lighting on the building for safety regarding use of the ATM and if the employees are working late and to allow our cameras to pick up anything that may happen around the building.

Mr. Meserve questioned the driveway on the gas station property.

Mr. Coon noted that the driveway on the gas station property will not service the property at all. DOT would like to see it removed and they will proceed with removing it.

Mr. Leerkes explained the purpose of the driveway as this was discussed at another meeting when the gas station came to the Planning Board meeting. He commented that this is a much better solution to that driveway.

Mr. Coon agreed and DOT would rather see the current driveway improved and renewed and to landscape that area.

Ms. Mitchell asked if the access was strictly from the road and not from another property.

Mr. Coon stated yes, the main entrance is from the road, but there is a driveway connection to the back of the TrailNorth and the intent is for the rear parking and also parking at the rear of the existing TrailNorth lot. So, when and if there are training events that exceed the parking at the new building, they will be able to utilize the new area and the large area behind the existing building. The Credit Union is currently one way around their facility, we do have a connection with that existing property.

Ms. Mitchell added but you do not have access connection with the others.

Mr. Coon agreed.

Chairman McTyier is assuming the change in driveway will not change the stormwater calculations at all.

Mr. Coon agreed, no it is the same surface area of pavement, we are just re-locating it up a little bit. He does have a bit of leg work to do in terms of the grading plan, because there is a shift so for the front parking area to treat the stormwater and also slow down the runoff into the DOT collection system, we have a bioretention area. This is a planting with an underdrain that would overflow into the catch basin.

Mr. Leerkes wondered if anyone knew where the DOT catch basin goes?

Mr. Coon does not know where beyond the catch basin that the flow goes. If is flowing North and this bioretention area will decrease the peak flows leaving the site into the DOT drainage system, which their engineers will review, but the rest of the flows go back to the east and essentially into a retention area and then the parking lot and half of the roof area will go into another bioretention area so that it will essentially promote filtering of the run off and treat it

**Minutes for a Ticonderoga Planning Board Meeting held on  
June 3, 2021, commencing at 7:00 p.m.**

before it goes into the retention area. Between these three systems we will retain the peak flows so that it is less than it currently is to leave the site and that it meets DEC criteria. This site will have a DEC general construction stormwater permit. The site is a little unique in that Maplefields drainage actually leaves through this property, currently everything all drains to this one retention area which leads to the drain manhole in the middle of the driveway and has an outlet pipe that goes out to the brook. There is a culvert behind the paint store that drains the grass area between the paint store and the house into that closed drainage system. We will slightly have to modify the culvert as it will collect a little bit of a swale in between the two properties, so the drainage is all pretty much staying the same, but we will be treating the runoff and retaining it.

Ms. Mitchell asked how close is the drainage and treatment facility to the wetland?

Mr. Coon stated that from the top of the berm it would be about 15 feet from that tree line and where it slopes down to meet with existing grade it would be about 5 feet to the tree line. At minimum is 5 feet, but we really don't know where that wetland is. It starts behind the tree line; the APA is generally using the tree line as a designation.

Ms. Mitchell noted that she is not familiar with that type of a facility that close to a wetland.

Mr. Coon stated that as long as it is not a DEC jurisdictional wetland, they have a 100-foot buffer that you are supposed to stay away from. In this case it is an APA jurisdictional wetland, they don't have any setbacks so sometimes we could go right down to the wetland area itself. As part of our construction, we have our erosion sediment controls and as he said, this will be subject to the DEC stormwater permitting. We have outlined silt fence, sediment log check dams so that we are making sure that sediment water wouldn't run out into the wetlands as part of construction and once it is all stabilized ultimately clean water will exit into the wetlands.

Mr. Leerkes asked if there would be separate signage for this new building?

Mr. Coon admits that this has been discussed, and at this point there is no plan for any additional signage. There is a free-standing pole mounted sign at the Credit Union entry, they felt that would be adequate for both. The building itself will have the TrailNorth logo in the front gabled roof area and that is currently the only intended sign for the project.

A rendering of the colors of the building (blue, stone, and gray roof) and the interior layout was presented to the board.

The board was impressed by the presentation and application.

**Resolution #42-2021** brought by Ben Leerkes, seconded by Don Meserve to accept the EAF form, finding no major impacts with this project for TrailNorth Federal Credit Union – 150.2-2-3.110 & 150.2-2-3.2.000 (Professional Office Building) 1172 NYS Route 9N. **5 – Aye, 0 – Nays. Carried.**

**Resolution #43-2021** brought by Ben Leerkes, seconded by Don Meserve to declare a complete application for TrailNorth Federal Credit Union – 150.2-2-3.110 & 150.2-2-3.2.000

**Minutes for a Ticonderoga Planning Board Meeting held on  
June 3, 2021, commencing at 7:00 p.m.**

(Professional Office Building) 1172 NYS Route 9N, finding that the application needed no Public Hearing. **5 – Aye, 0 – Nays. Carried.**

The board agrees that this is a wonderful project.

**Resolution #44-2021** brought by Mike Powers, seconded by Ben Leerkes to approve the application for TrailNorth Federal Credit Union – 150.2-2-3.110 & 150.2-2-3.2.000 (Professional Office Building) 1172 NYS Route 9N finding no significant impact. **5 – Aye, 0 – Nays. Carried.**

The hopes are to have this building up by the end of this year.

Other Business

**Resolution #45-2021** brought by Ben Leerkes, seconded by Mike Powers to accept the minutes from the May 6, 2021. **5 – Aye, 0 – Nays. Carried.**

**Resolution #46-2021** brought by Mike Powers, seconded by Ben Leerkes to adjourn at 7:30 p.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk