

TOWN OF MAYFIELD

PLANNING BOARD

WEDNESDAY, JULY 15, 2026
6:00 P.M.

MINUTES

PRESENT:

X JOHN KESSLER, CHAIR
X AARON HOWLAND, VICE CHAIR
X RICHARD MILES
X JERRY MOORE
X GRANT RAUCH
X BONNIE VANPATTEN, ALTERNATE
X MIKE ANGUS, ALTERNATE

X RALPH DESIDERIO, TOWN BOARD LIASON TO THE PLANNING BOARD
X DAVE EDWARDS, CODE ENFORCEMENT OFFICER
X MARK DEYLE, COMPREHENSIVE PLAN COMMISSION
X AARON ENFIELD, FULTON COUNTY SENIOR PLANNER

OTHERS PRESENT:

Kathy Stearns, Peter Stearns, Chris Foss, Gustin Hilts

AGENDA ITEMS:

- Daniel and Kaitlyn Hilts – Minor Subdivision at 4 Hummingbird Lane (Tax Map Parcel Number 151-3-1) amending a portion of a Subdivision done in 1981
- Deborah Nowakski and Claudia Harrison – Lot Line Adjustment along County Highway 106 (Black Street)
- Thomas and Patricia VanSchaick – Survey Amendment to a previously approved Minor Subdivision along Buckos Bay
- Mayfield Town Board – Local Law 2 of 2026 – Establishing a six-month moratorium on floating solar

I. CALL MEETING TO ORDER:

The meeting was called to order at 6:00 p.m.

II. ROLL CALL AND ABSENTIONS:

III. APPROVE MINUTES OF THE PREVIOUS MEETING:

MOTION: To approve the minutes of the previous meeting.

MADE BY: Grant Rauch

SECONDED: Rich Miles

VOTE: 4 in favor, 1 abstained (Howland)

IV. DANIEL AND KAITLIN HILTS – MINOR SUBDIVISION AT 4 HUMMINGBIRD LANE:

A. Background:

Daniel and Kaitlin Hilts own Tax Map Parcel Number 151.-3-1, which is approximately 26.726 acres in size along Hummingbird Lane. They would like to subdivide the parcel into two lots: Lot One – 3.888 acres and Lot Two – 19.838 acres. Proposed Lot One will be sold to a relative to construct a home. There is no infrastructure on the property,

This property was originally subdivided in 1981 prior to the Town having a Zoning Ordinance.

B. June Meeting:

During the June 2026 meeting, the Town of Mayfield Planning Board began reviewing the Minor Subdivision along Humming Bird Lane, but tabled the project because a lot of information was needed on the plat. Before the Planning Board can continue to review, the following information is necessary:

1. The full 26.726-acre parcel needs to be on the plat.
STATUS: Provided
2. All neighboring properties need to have homeowner and SBL.
STATUS: Provided
3. Topography lines need to be provided, no more than five (5) feet.
STATUS: Provided
4. Lot one and Lot two need to be labeled.
STATUS: Provided
5. Proposed home, driveway, septic, and well need to be provided.
STATUS: Provided
6. If the well and septic will be in proximity to the existing well and septic, they will also need to be shown.
STATUS: N/A
7. The National Grid easement will need to be shown on the plat.
STATUS: N/A
8. Perc and Pit Test need to be provided on the plat.
STATUS: Provided
9. Right to farm statement must be placed on the survey map as follows: “It is the policy of this state and this community to conserve, protect, and encourage the development and improvement of agricultural land for the production of food and other products and also for its natural and ecological value. This disclosure notice is to inform prospective residents that farming activities occur within the Town. Such activities may include, but not be limited to, activities that cause noise, dust, and odors.”
STATUS: Provided
10. Statement saying “All on-site sanitation and water supply facilities shall be designed to meet the minimum specifications of the State Department of Health and a note to this effect shall be stated on the plat and signed by a licensed engineer.”
STATUS: Provided

- 11. Location Map.
STATUS: Provided
- 12. Chairman Signature Line
STATUS: Provided

- C. Fulton County Agricultural District #1:
At the moment, no information from property owners within Fulton County Agricultural District #1 has been received on the impact of their agricultural venture as a result of this subdivision.
- D. State Environmental Quality Review Act:
During the June meeting, the project was classified as an Unlisted Action and gave NYS DEC until July 21, 2026 to provide feedback.
- E. Planning Board Action:
Does the Planning Board feel as though there is enough information to schedule a Public Hearing?

MOTION: To schedule a public hearing for August 19, 2026.

MADE BY: Rich Miles
SECONDED: Jerry Moore
VOTE: Unanimous

V. DEBORAH NOWAKOWSKI & CLAUDIA HARRISON – LOT LINE ADJUSTMENT ALONG BLACK STREET:

- A. Background:
Deborah Nowakowski owns 33.316 acres within the Town of Mayfield (152.-5-55.1), next to land that she owns within the Town of Perth. She is looking to convey 5.998+/- acres to Claudia Harrison, who lives at 702 County Highway 106 (152.-5-59).

During the previous meeting, concern was brought up that the property owner did not have sufficient room to get a motor vehicle in the eastern portion of the parcel between Tax Map Parcel Number 166.-1-20.12, owned by Deborah Nowakowski, within the Town of Perth, and Tax Map Parcel Number 152.-5-56, owned by Bruce and Linda Scribner, within the Town of Mayfield. However, the distance at the narrowest interval is around 180’.

MOTION: Recognizing that the property transaction between Claudia Harrison and Deborah Nowakowski does not fall within the Town of Mayfield’s Subdivision Regulations, the project can be approved as a Lot Line Adjustment.

MADE BY: John Kessler
SECONDED: Grant Rauch
VOTE: Unanimous

VI. THOMAS AND PATRICIA VANSCHAICK: SURVEY AMENDMENT TO A PREVIOUSLY APPROVED MINOR SUBDIVISION ALONG BUCKOS BAY:

- A. Background:
During the January 2025 meeting, the Planning Board approved a Minor Subdivision for Thomas and Patricia VanSchaick along Buckos Bay Road (Tax Map Parcel Number 137.1-1-19.1) off

Woods Hollow Road. During the June 2026 meeting, the Planning Board was asked to review the project for a survey amendment. Still, it did not move forward, as Mr. VanSchaick indicated to staff at the Fulton County Office of Real Property that a potential lawsuit was pending. Not wanting to be part of a civil dispute, Fulton County Senior Planning contacted Town Attorney Brett Preston but was unable to speak with him before the meeting. As a result, the Planning Board tabled the project. And asked that the following be provided on the updated plat:

1. Owner and SBL for Lot 1 and Lot Two.
2. A detailed note on the plat indicating the reasoning for the amendment on the survey.

Between the June and July 2026 meeting, Mr. Preston and Mr. Enfield were able to speak on the potential lawsuit. Mr. Preston indicated that, as there is no lawsuit currently, the Planning Board can proceed as normal.

DISCUSSION:

Chris: 100' issue and (illegible)

Jerry: comment dec

MOTION: Recognizing that Town of Mayfield Planning Board action does not fall within the Town of Mayfield's Subdivision Regulations, the project can be approved as a Survey Amendment.

MADE BY: Aaron Howland

SECONDED: Rich Miles

VOTE: 4 in favor, 1 abstained (Kessler)

**VII. REFERRAL TO THE PLANNING BOARD FROM THE TOWN BOARD:
ESTABLISHING A 6-MONTH MORATORIUM ON FLOATING SOLAR (LOCAL LAW 2
OF 2026):**

A. Background:

The Town of Mayfield Town Board is seeking the legislative adoption of a temporary 6-month moratorium on large-scale floating solar panel installations. This local law intends to temporarily pause the processing and approval of such installations to allow the Town Board sufficient time to research, analyze, and draft comprehensive zoning regulations tailored to floating solar. As this is a temporary administrative pause on development, it will not result in any physical disturbance to land, water bodies, or environmental resources during the moratorium period.

DISCUSSION:

Mr. Desiderio mentioned that the law did not pass in the legislature and wants the Town to be proactive since the language discusses development of solar on waterbodies including canals, man-made reservoirs, man-made lakes, and industrial ponds, of which there is at least one within the Town.

Mr. Enfield indicated that while the Great Sacandaga Lake is technically a reservoir, the Town of Mayfield does not have jurisdiction over the waterbody as it is managed by the Hudson River Black River Regulating District (HRBRRD). Additionally, the Town does not have language on floating solar in its regulations.

Mr. Enfield indicated that the SEQRA form needed to be filled out completely.

Mr. Moore concurred and indicated that some answers were blank.

MOTION: To the Town of Mayfield to move forward with moratorium

MADE BY: Grant Rauch

SECONDED: John Kessler

VOTE: Unanimous

POST MEETING NOTE: Upon further review, it was discovered that the form was filled out correctly, as it was for a local law and the majority of SEQRA questions are for site-specific projects.

VIII. OTHER BUSINESS:

A. Code Enforcement Officer:

Mr. Edwards noted that the parcel at the corner of NYS 30 and 155 in Vail Mills may come before the Planning Board over the next couple of months.

B. Comprehensive Plan Commission:

Mr. Deyle mentioned that there is a comprehensive meeting coming up, and the main topic will focus on the Resource Hubs.

C. Fulton County Planning Department:

Mr. Enfield mentioned the solar farm on the lands of Joubert along NYS 29A may need to come back to be subdivided to comply with the 5MW per acre requirement by the Public Service Commission.

IX. CLOSE OF THE MEETING:

MOTION: To close the meeting at 6:43 pm.

MADE BY: John Kessler

SECONDED: Aaron Howland

VOTE: Unanimous