

**TOWN OF MAYFIELD PLANNING BOARD
FEBRUARY 15, 2023
6:00 P.M.
TOWN OF MAYFIELD TOWN HALL**

MEETING NOTES

PRESENT:

**JOHN KESSLER, CHAIRMAN
AARON HOWLAND, VICE CHAIRMAN
RICHARD MILES
JERRY MOORE
DAVID JANKOWSKI, ALTERNATE**

**RALPH DISEDERIO, TOWN COUNCILMEMBER
AARON ENFIELD, FULTON COUNTY SENIOR PLANNER**

I. CALL MEETING TO ORDER:

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

II. APPROVE MINUTES OF THE PREVIOUS MEETING:

MOTION: To approve the minutes of the January 18, 2023 meeting.

MADE BY: Richard Miles
SECONDED: Aaron Howland
VOTE: 5 in favor, 0 opposed

III. GEORGE AND CHRISTINE VALLONE – PROPERTY TRANSACTION AT 110 WAGONER ROAD:

A. Background:

George and Christine Vallone own four (4) parcels at 110 Wagoner Road (Tax Map Parcel No. 74.9-4-1 that is approximately 0.27 +/- acres, Tax Map Parcel No. 74.9-4-2 that is approximately 0.39 +/- acres in size, Tax Map Parcel No. 74.9-4-3 that is approximately 0.42 +/- acres in size, and Tax Map Parcel No. 74.9-4-4 that is approximately 0.86 +/- acres in size. The applicants wish to remove the internal property lines to create a larger parcel that would be approximately 1.94 +/- acres in size for proposed improvements that are currently under review by the Town of Mayfield Planning Board.

B. Planning Board Discussion:

Fulton County Senior Planner Aaron Enfield pointed out that the proposed property transaction does not involve the creation of any additional lots. It will be removing the internal boundary lines between the four (4) parcels. He also reminded Planning Board members that the current parcels are under review for a Tourist Accommodation and would make the project easier to review for the Adirondack Park Agency (APA).

Planning Board members agreed and recognized that the proposed transaction is not subject to the Town's Subdivision Regulations.

PLANNING BOARD ACTION

MOTION: Recognizing that George and Christine Vallone's property transaction of creating a larger lot from four (4) smaller lots at 110 Wagoner Road is not subject to the Town's Subdivision Regulations and can be approved as a lot line adjustment.

MADE BY: Aaron Howland
SECONDED: John Kessler
VOTE: 5 in favor, 0 opposed

IV. FRANK FERNANDEZ (OAKLEY MANAGEMENT LLC) AND LOUIS TIRRITO – PROPERTY TRANSACTION ALONG NYS ROUTE 30:

A. Background:

Louis Tirrito owns a parcel at 3959 State Highway 30 (Tax Map Parcel No. 152.-6-18.1) that is approximately 1.34+/- acres in size. Mr. Tirrito wished to convey .4+/- acres to his neighbor Oakley Management at 3953 State Highway (Tax Map Parcel No. 152.-6-18.2). Mr. Tirrito's new lot size will be 43,755 sq. ft or 1.00448 acres in size. The minimum lot size for a parcel that does not have municipal septic is 1 acre.

B. Planning Board Discussion:

Mr. Enfield indicated that the proposed property transaction will not create an additional lot and will provide Mr. Fernandez additional space on his neighboring property. He also stated that the acreage left on Mr. Tirrito's parcel will be exactly 1.00448 acres. He indicated that the exact acreage be placed on the plat so that Fulton County Real Property has it documented.

After a brief conversation, Planning Board members agreed and recognized that the proposed transaction is not subject to the Town's Subdivision Regulations.

PLANNING BOARD ACTION

MOTION: Recognizing that the property transaction between Frank Fernandez (Oakley Management) and Louis Tirrito is not subject to the Town's Subdivision Regulations and can be approved as a lot line adjustment, with the stipulation that the exact acreage be listed on the final plat.

MADE BY: David Jankowski
SECONDED: John Kessler
VOTE: 5 in favor, 0 opposed

V. **STRATEGIC STORAGE, LLC – SITE PLAN FOR AN ADDITION OF AN EXISTING STORAGE FACILITY AT 356 COUNTY HIGHWAY 155:**

A. Background:

Strategic Storage, LLC is proposing the construction of two (2) 4,000 sq. ft. prefabricated steel storage buildings at 356 County Route 155 (Tax Map Parcel No. 151.-7-10). The property is in the Commercial (C-1) Zoning District and is an allowed use under Site Plan Review.

The Town of Mayfield Zoning Ordinance defines a Storage Facility as “a piece of land, structure or group of structures, designed and/or constructed for short or long-term storage of individual or business property for a fee. A storage facility does not include a warehouse/distribution center, truck terminal, or other transfer facility for goods, wares and merchandise.

DISCUSSION:

Roy Dykeman, applicant, indicated that he recently purchased the property from the Walters Family and that it was his intension to put additional storage units on the front of the property. He also indicated that there will be storage openings on the north and south side of the building.

B. Fulton County Planning Department Review:

The Fulton County Planning Department has reviewed the Site Plan application in accordance with the Town’s Site Plan Regulations and would like to offer the following comments:

1. Both existing and final contours shall be shown. Unless otherwise allowed by the Planning Board, the plan shall be at a scale of 1 inch equals 50 feet, with two-foot contours showing the topography of the parcel within 100 feet of the area under review.

STATUS: Not Provided

DISCUSSION:

Mr. Enfield stated that the final contours will need to be provided on the Site Plan as they are absent from the current one provided. Mr. Enfield stated they can be found on the GIS Clearinghouse or by contacting the Fulton County Planning Department.

Mr. Enfield also indicated that the scale needs to be amended to 1 inch equals 50 feet, which is listed under the Town of Mayfield Site Plan Review. Subsequently, he stated that the two (2) foot contours will need to be added to the Site Plan.

1. Existing watercourses and wetlands.

DISCUSSION:

Mr. Enfield pointed out there are no NYS Department of Environmental Conservation wetlands on the property.

Town of Mayfield Vice Chairman Aaron Howland stated that, while there may not be NYSDEC wetlands on the property, the neighboring property shows federal wetlands that will need to be taken into consideration regarding a 100’ buffer.

Post Meeting Notes: 100' buffer is for NYSDEC designated wetlands, not federal wetlands. The southeast portion of the parcel has federal wetlands per the U.S. Fish and Wildlife Service National Wetlands Inventory Wetlands Mapper.

The applicant will need to indicate any federal wetlands onto the Site Plan.

2. A grading and drainage plan, type of construction, proposed use and exterior dimensions of all buildings.

STATUS: The applicant has identified gravel to be used around the storage facilities

3. The location and widths of driveways on the site and access to existing roads and highways. Location to nearest intersection of public roads to be provided. Location, design and type of construction of all parking and/or truck loading areas, including access and egress.

STATUS: Partially Provided.

DISCUSSION:

Mr. Enfield indicated that the width of the entrance onto County Route 155 will need to be provided.

Vice Chairman Howland mentioned that the entrance to the property has a utility pole and will need to be shown on the Site Plan. Subsequently, he requested that bollards be placed around the utility pole as a safety precaution.

Chairman Kessler questioned if the turn is adequate to turn around the building.

Vice Chairman Howland stated that the Planning Board should look at previous storage facility applications to keep consistency.

Chairman Kessler concurred with Vice Chairman Howland and stated that the Town of Mayfield Planning Board should not be giving exceptions.

4. The location, design and construction materials of all existing or proposed site improvements, including buildings, drains, culverts, retaining walls and fences.

STATUS: ?

DISCUSSION:

Chairman Kessler indicated that fencing maybe necessary to put along the property.

5. The location, size, design and type of construction of all proposed signs.

STATUS: Not Provided

DISCUSSION:

Mr. Enfield inquired if there was going to be any signage promoting the business?

Mr. Dykeman indicated there was not going to be a sign.

6. The location and design of outdoor lighting facilities.

DISCUSSION:

Mr. Enfield stated that the Site Plan did not provide any outdoor lighting and inquired if it was the applicant's intention to do so.

Mr. Dykeman stated that he is planning on having outdoor lighting on the facility.

Mr. Enfield indicated that this would need to be provided as well as the type of lighting fixture.

7. The general landscaping plan and planting schedule.

STATUS: Not Provided.

DISCUSSION:

After a brief discussion, the Planning Board indicated that the applicant needs to provide a Landscaping Plan.

8. An estimated project construction schedule.

DISCUSSION:

Mr. Dykeman stated that he wished to start construction in May of 2023.

9. The location, width, and purpose of all existing and proposed easements, setbacks, reservations, and areas dedicated to public use within the adjoining property.

DISCUSSION:

The applicant has identified 25' setback from County Route 155 to the storage facility, however, the gravel driveway around the storage building is within the setback. Clarification from CEO will be necessary to see if this is allowed per the Town's Zoning Code.

Vice Chairman Howland expressed concern that if an individual was backing up parallel to storage units, there might not be enough room.

10. A description of all existing deed restrictions or covenants applying to the property.

DISCUSSION:

Mr. Dykeman indicated he was unaware of any existing deed restrictions or covenants on the property.

11. FJ&G Railroad:

DISCUSSION:

Mr. Enfield stated that the east side of the property is the former right of way of the Fonda Johnstown & Gloversville (FJ&G) Railroad. He also mentioned that it has been a County initiative to acquire the remaining five (5) parcels to fulfill their goal of a bike trail from

Broadalbin to Dennie's Crossing. Mr. Enfield inquired if he had any intention of selling off a portion of the property to the County for the Rail Trail?

Mr. Dykeman stated he has spoken with someone from the County in 2022. He mentioned he would have interest in selling off a portion of his property should the County still have interest.

Mr. Dykeman also inquired on if the County was planning on putting the sewer along Route 155, so that his business could connect into. He indicated he would be willing to do a barter should the County be interested in pursuing the bike trail.

Town of Mayfield Town Councilmember Ralph Disederio stated that the sewer project was a Town initiative as part of the American Rescue Plan Act (ARPA). Subsequently, he stated the County has been assisting the Town of Mayfield with the project.

Mr. Dykeman inquired on who he should speak with on being on the sewer line.

Mr. Enfield stated that Fulton County Planning Director Scott Henze is the individual to speak with regarding being on the sewer line extension, as well as the possible sale of the former FJ&G right-of-way.

Mr. Enfield indicated that the current Site Plan was confusing as the previous owner is still listed as the owner of record. He mentioned this would need to be updated. Subsequently, he mentioned the parcel does include the former FJ&G Railroad right-of-way and the Site Plan should include the entire parcel.

12. Septic and Well:

DISCUSSION:

Chairman Kessler stated that the septic and well for the existing homes and business will need to be identified on the Site Plan.

13. Existing Storage Facilities:

DISCUSSION:

Vice Chairman Howland stated that the existing storage facilities and any additional accessory structures will need to be identified on the Site Plan.

14. Adjacent Land Owners:

DISCUSSION:

Mr. Moore indicated that the land owner on the north end of the parcel has been omitted and requested that they be added.

15. One page Site Plan:

Planning Board Member Jerry Moore mentioned that A-2 and A-3 could be condensed onto one page and asked for the applicant to do so.

16. Color of the Storage Units

DISCUSSION:

Chairman Kessler requested that the storage facilities be more in line with the colors of the Adirondacks (green and brown).

Mr. Dykeman indicated he would look into making the change.

C. Fulton County Planning Board Section 239-m Review:

In accordance with NYS General Municipal Law Section 239-m, the Town of Johnstown Planning Board shall refer projects to the Fulton County Planning Board to assess any regional impacts that are within 500' of a municipal boundary, county or state existing or proposed road, a county or state existing or proposed park or recreation area, a county or a state-owned property (existing or proposed, on which a public building or institution is location), or a farm operation located within an agricultural district. Project referrals include Site Plan, Special Use Permit, Zoning Amendments, Comprehensive Plans, or other authorizations which the board may issue under zoning provisions.

PLANNING BOARD DISCUSSION:

After a brief discussion, Planning Board members felt as though there was not enough information to go before the Fulton County Planning Board for a 239-m review.

D. State Environmental Quality Review:

Section 617.1 of 6 NYCRR states that, the basic purpose of SEQR is to incorporate the consideration of environmental factors into the existing planning, review and decision-making processes of State, regional and local government agencies at the earliest possible time. To accomplish this goal, SEQR requires that all agencies determine whether the actions they directly undertake, fund or approve may have a significant effect on the environment and if it is determined that the actions may have a significant effect, prepare or request an environmental impact statement. Under these terms, the review of a Site Plan application is subject to SEQR. Therefore, the following issues must be addressed:

1. Does the Planning Board feel that the Short Environmental Assessment Form, provided by the applicant, has been completed adequately?

DISCUSSION:

The Planning Board felt that the Short Environment Assessment Form has been completed adequately.

2. Does the Planning Board feel that any additional information should be provided as part of the SEQR process?

DISCUSSION:

Planning Board members felt that there was no additional information that should be provided as part of the SEQR Process.

3. Type I or an Unlisted Action: Section 617.6 (b)(3) of 6 NYCRR states that, when an agency proposes to directly undertake, fund or approve a Type I or Unlisted Action undergoing a Coordinated Review with other Involved Agencies, it must, as soon as possible, transmit Part I of the Environmental Assessment Form, completed by the Project Sponsor, or a Draft Environmental Impact Statement (DEIS) and a copy of any application that has been received to all Involved Agencies and notify them that a Lead Agency must be agreed upon within thirty (30) calendar days of the date the Environmental Assessment Form or DEIS was transmitted to them.

Type II Action: A Type II action is categorically excluded from SEQR. These actions have been determined not to have significant adverse impact on the environment. Once action is determined to be a Type II, no further environmental review is required. Section 617.5(c) provides the following actions that are not subject for a Type II Action.

DISCUSSION:

4. It is recommended that the project be classified as an Unlisted Action and to do a coordinated review with the NYS Department of Environmental Conservation and the NYS Department of Transportation. Does the Planning Board wish to include other agencies?

DISCUSSION:

Chairman Kessler mentioned that the Planning Board might want to do a coordinated review with Fulton County Highway and Facilities, as the parcel is along a County road.

PLANNING BOARD ACTION:

MOTION: To classify Strategic Storage LLC's application for a Site Plan for an addition to existing Storage Facility at 356 County Highway 155 within the Town of Mayfield as an Unlisted Action and to propose that the Town of Mayfield Planning Board serve as the Lead Agency and to offer each Involved Agency 25 calendar days to comment on the Planning Board's proposal to serve as the Lead Agency or on the project itself.

MADE BY: Aaron Howland
SECONDED: Rich Milles
VOTE: 5 in favor, 0 opposed

E. Planning Board Action:

Article IX Section 906 of the Town of Mayfield Zoning Law indicates that the Planning Board shall conduct a public hearing. Consequently, does the Planning Board wish to schedule a public hearing on Strategic Storage LLC's Site Plan application for an addition of an existing Storage Facility at 356 County Highway 155?

DISCUSSION:

After a brief dialogue, Planning Board members decided to table further discussion until more information was provided.

VI. OTHER BUSINESS:

A. Fulton County Planning Department:

In-person Training

Mr. Enfield stated that in-person training at Fulton Montgomery Community College RAO Theatre will occur Thursday, March 23, 2023, from 4:00 pm – 8:00 pm.

B. Other:

Frank Fernandez of Oakley Management inquired why his Site Plan project was not on the agenda for this evening. He indicated he has been speaking with Town Code Enforcement Officer Damon Curley about the project. Mr. Fernandez stated that the Lot Line adjustment was done specifically for the project.

Mr. Enfield indicated that he was unaware of any projects, with the exception of the Lot Line Adjustment. He indicated he meets with Damon Curley prior to sending the application out to discuss any issue.

Post Meeting Note: The Town of Mayfield Planning Board agreed to hold a special meeting on Wednesday, March 1, 2023 at 6:00 p.m. for the purposed of reviewing an application for a Site Plan from Frank Fernandez (Oakley Management).

VII. CLOSE OF THE MEETING:

MOTION: To close the meeting at 6:41 p.m.

MADE BY: John Kessler

SECONDED: Jerry Moore

VOTE: 5 in favor, 0 opposed.