

# **TOWN OF MAYFIELD**

## **PLANNING BOARD**

**WEDNESDAY, NOVEMBER 13, 2024**  
**6:00 P.M.**

### **MEETING NOTES**

#### **PRESENT:**

- x JOHN KESSLER, CHAIRMAN**
- x AARON HOWLAND, VICE-CHAIRMAN**
- x RICHARD MILES**
- x JERRY MOORE**
- x GRANT RAUCH**
- DAVID JANKOWSKI, ALTERNATE**
- ALTERNATE (VACANT)**
  
- x NORMAN BARBOSA, CODE ENFORCEMENT OFFICER**
- x AARON ENFIELD, FULTON COUNTY SENIOR PLANNER**

**OTHERS PRESENT:** Carol Jablonski, Russel T Dickson, Ame Dickson, Lori DeVoe, Michael O'Brian, Christian Garber, Michael Angus, Brandon Ferguson, Mark Deyle, Pete Stearns, Liz Argotsinger, Rick Argotsinger, Ryan Cappello, Amanda M Sanllo, Christy J Gifford

#### **AGENDA ITEMS:**

- Administrative Action – December Meeting
- Empire Engineering – Chris Longo – SEQR Coordination on a Site Plan for a Multi-Family Dwelling (Mayfield Vistas) at 2364 State Highway 30 at the corner of Jackson Summit Road (104.-1-12)
- Ame Dickson – Minor Subdivision at 851 County Road 106 (Black Street) (152.-4-17.1)
- Michael O'Brien – Site Plan Amendment for H&L Brokerage Services, Inc. (OB1 Insurance) at 2442 NY-30 which is also within the Village of Mayfield (104.9-5-12.1)
- Brian Showers – Concept Site Plan for a Retail Establishment (Shed Family & Farm) at 3721 State Highway 30 (152.-6-3)
- Environmental Design Partnership – Special Use Permit for Sunset Bay RV Park Expansion along Paradise Point Road (88.-4-37.12, 88.-4-18, 88.-4-21, 88.-4-53, 88.-4-20)
- Environmental Design Partnership – Concept Special Use Permit for a Manufactured Home Park along NYS-29 (151.-7-28)

#### **I. CALL MEETING TO ORDER:**

The meeting was called to order at 6:00 pm

## **II. APPROVE MINUTES OF THE PREVIOUS MEETING:**

MOTION: To approve the minutes of the September 2024 meeting.

MADE BY: Aaron Howland

SECONDED: Grant Rauch

VOTE: Unanimous

## **III. ADMINISTRATIVE ACTION – MOVING DECEMBER MEETING:**

NYS Department of Homeland Security and Emergency Services (DHSES) will be hosting a Battery Energy Storage System (BESS) Training with local fire departments. Planning Boards have been invited to attend given the potential projects that may be seen within various municipalities. It will be held on the third Wednesday in December, when the Town's Planning Board meets. Does the Planning Board feel as though we will have a quorum and if not, should the meeting be pushed up a week?

### **DISCUSSION:**

Mr. Enfield indicated that several board members had a desire to attend and there has been a desire to move it. Should the Planning Board so choose, it could be held a week earlier, December 11, 2024.

Planning Board members had a back and forth conversation and agreed to move the meeting up a week.

Mr. Enfield confirmed with Heather that the room was available with the Fire Department.

Mr. Barbosa indicate he would update the Town and make sure it was on the website.

## **IV. EMPIRE ENGINEERING, PLLC – CHRIS LONGO – SEQRA COORDINATION ON A SITE PLAN REVIEW FOR A MULTI-FAMILY DWELLING (MAYFIELD VISTA) AT 2364 STATE HIGHWAY 30 AT THE CORNER OF JACKSON SUMMIT ROAD:**

### **A. Background:**

Chris Longo owns 2364 State Highway 30 (SBL 104.-1-12) at the corner of Jackson Summit Road which is approximately 13.634+/- acres in size. He is seeking to construct 36 dwelling units. There is 66 parking spaces, 6 of which are ADA compliant as well as a covered garage. The multi-family dwellings will have a porch on the second floor.

The property is located within the Resource Hub Zoning District and a Multi-Family Dwelling is allowed use within the Town of Mayfield under Site Plan Review. A Mutiple Family Dwelling is defined as “a building or portion thereof designed for year- round occupancy and containing separate dwelling units for three or more families living independently of each other, including apartment houses, town houses.”

The property is also located with Adirondack Park and is classified as a Low Intensity per the Adirondack Park Agency. In July 2022 the Town Board co-sponsored that that property that would allow for changing from Low Intensity to Hamlet classification should Public Sewer be available.

### **B. State Environmental Quality Review Act:**

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?
2. Does the Planning Board feel that any additional information 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 a significant adverse impact on the environment. Once an 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 to a Type II Action.

4. It is recommended that the project be classified as an Unlisted Action and to do a coordinated review with the following interested or involved agencies:

ADK Park Agency	NYSDEC	NYSDOT	NYSDOH
Highway Superintendent	Mayfield Fire Department #2	Village of Mayfield	Fulton County Planning Department

MOTION: To classify Chris Longo's Site Plan for a Multi-Family Dwelling (Mayfield Vistas) as an Unlisted Action and to do a Coordinated Review with identified agencies to offer comments until December 11, 2024.

MADE BY: Grant Rauch  
 SECONDED: Rich Miles  
 VOTE: Unanimous

C. NYS General Municipal Law 239-m:

In accordance with NYS General Municipal Law Section 239-m, the municipal 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 located), 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.

Does the Planning Board feel as though this project is ready to go to the Fulton County Planning Board?

MOTION: To forward the project to the Fulton County Planning Board.

MADE BY: Aaron Howland  
SECONDED: Rich Miles  
VOTE: Unanimous

D. Planning Board Action:

Does the Planning Board feel as though there is enough information to open a Public Hearing in December?

MOTION: To schedule a Public Hearing at 6:00 pm, Wednesday, December 12, 2024.

MADE BY: Aaron Howland  
SECONDED: Rich Miles  
VOTE: Unanimous

V. AME DICKSON – MINOR SUBDIVISION AT 851 COUNTY ROUTE 106 (BLACK STREET) (SBL 152.-4-17.1):

A. Background:

Ame and Russell Dickson own 851 County Route 106 (Black Street) and is seeking to Subdivide the lot into four (4) parcels

1. Lot 1: 31.269 acres which will be accessed by a 12' gravel driveway on the southwestern side of Lot 2.
2. Lot 2: 7.329 acres which currently has a home and pond on the parcel.
3. Lot 3: 3.847 acres.
4. Lot 4: 5.920 acres.

The property is within Fulton County Agricultural District #1, with properties around it.

DISCUSSION:

Mr. Russell indicated that they front lots along Black Street will have home on them while the property in the back will be undeveloped and will have an easement on the property.

Chairman Kessler and other members indicated that per the Town's regulations there needs to be road frontage as not to create a landlocked parcel.

Mr. Barbosa confirmed it to be true.

Mr. Russell indicated he will have his surveyor remove the easement language and add road frontage onto Black Street.

B. Fulton County Planning Department Review:

The Fulton County Planning Department has reviewed the Metcalfe's application in accordance Article X: Subdivision Regulation of the Town of Mayfield Zoning Ordinance (2017). As a result of this reviewing the following comments have been made. Subsequently, the Planning Board has the right to waive any requirement.

1. The location of that portion which is to be subdivided in relation to the entire tract and the distance to the nearest existing street intersection.  
STATUS: Provided.

2. All existing structures, wooded areas, streams and other significant physical features within the portion to be subdivided and within 250 feet thereof. If topographic conditions are significant, contours shall also be indicated at intervals of not more than five (5) feet.  
STATUS: Not Shown. There are structures within 250'  
DISCUSSION:
3. The name of the owner(s) and all adjoining property owners as disclosed by the most recent municipal tax records.  
STATUS: Provided.
4. The tax map sheet, block and lot number, if available.  
STATUS: Provided
5. All available utilities and all existing streets.  
STATUS: Provided
6. The proposed pattern of lots including lot width and depth, street layout, recreation areas, systems of drainage, sewer and water supply within the subdivided area.  
STATUS: Provided.
7. All existing restrictions on the use of land including easements, covenants, and zoning lines. A copy of such covenants or deed restrictions that are intended to cover all or part of the tract shall be included.  
STATUS: There is a National Grid Easement with no other easements identified.
8. An actual field survey of the boundary lines of the tract giving complete descriptive data by bearings and distances made and certified by a licensed land surveyor. The corners of the tract shall also be located on the ground and marked by monuments as described in Article III of this document and shall be referenced and shown on the plat.  
STATUS: N/A
9. 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: Mr. Enfield indicated this will need to be shown.
10. The proposed subdivision name and the name of the Town and County in which it is located.  
STATUS: Provided
11. The date, north arrow, map scale, name and address of record owner and subdivider.  
STATUS: Provided
12. A Short Environmental Assessment Form with Part I completed by the applicant. The Planning Board may require a Full Environmental Assessment Form if circumstances are warranted.  
STATUS: Provided
13. Right to farm statement must be placed on 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: Mr. Enfield indicated that this would need to be included on the

14. Perc. and Pit Test / Septic Design

STATUS: Provided

C. 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?
  - Question on 17A as it is left unanswered.  
DISCUSSION: Mr. Enfield amended the question, revising the SEAF with the Planning Board approval.
2. Does the Planning Board feel that any additional information 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 a significant adverse impact on the environment. Once an 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 to a Type II Action.
4. It is recommended that the project be classified as an Unlisted Action and to do a Coordinated Review with the New York State Department of Environmental Conservation, Fulton County Department of Highways and Facilities. Does the Planning Board feel that additional agencies should be coordinated with?

MOTION: To classify the project as an Unlisted Action and to do a Coordinated review and given agencies until Wednesday, December 11, 2024 to offer comments.

MADE BY: Aaron Howland  
SECONDED: Rich Miles  
VOTE: Unanimous

D. Planning Board Action:

Article X of the Town of Mayfield Zoning Law indicates that within 62 days from the time the Planning Board determines that a preliminary plat for a proposed subdivision is complete, it shall hold a public hearing on the application. Said hearing shall be advertised in a newspaper of

general circulation in the Town at least ten (10) days before such hearing. Does the Planning Board wish to schedule a Public Hearing at this time?

MOTION: To schedule a Public Hearing for 6:00 pm on Wednesday, December 11, 2024 at Mayfield Town Hall.

MADE BY: Grant Rauch

SECONDED: Jerry Moore

VOTE: Unanimous

**VI. BRIAN SHOWERS – SITE PLAN FOR A RETAIL ESTABLISHMENT (SHED FAMILY & FAMILY) AT 3721 STATE HIGHWAY (SBL 152.-6-3):**

**A. Background:**

Brian Showers is looking to lease his property at 3721 State Highway 30 (SBL 152.-6-3), which is approximately .82+/- acres in size. He is looking to rent out his property to Shed Family & Farm, a business that sells prefab sheds. No water is slated to be used, and a port-a-potty will be used for employees.

The project is located within the Resource Hub, and a Retail or service Establishment is allowed under Site Plan Review. A Retail or Service Establishment can be defined as “a use or structure, not otherwise described in this Law, that provides goods and/or services directly to consumers where said goods and/or services are available for immediate purchase and removal.

DISCUSSION: As no one was present to discuss the project, the Planning Board felt it would be best to table the discussion until the applicant was able to attend the meeting.

MOTION: To table further discussion.

MADE BY: John Kessler

SECONDED: Grant Rauch

VOTE: Unanimous

**VII. MICHAEL O'BRIEN – SITE PLAN AMENDMENT FOR H&L BROKERAGE SERVICES, INC. (OB1 INSURANCE) AT 2442 NY-30 (SBL 104.9-5-12.1) WHICH IS ALSO WITHIN THE VILLAGE OF MAYFIELD TO USE THE ADU AS A BUSINESS:**

**A. Background:**

Michael O'Brien owns 2241 State Highway (Tax Map Parcel No. 104.9-5-12.1) which is approximately .514+/- acres in size. A portion of the property is within the Village of Mayfield.

On June 25, 2024, the applicant received conditional approval on a Site Plan and Office with the stipulation that the line for the Propane Tank is added to the Site Plan. The applicant also flipped the Principal Structure and Accessory Dwelling Unit.

On Tuesday, May 21, 2024, the Fulton County Planning Board reviewed the project and recommended the project be approved with modification: The Planning Board acknowledges that Sewer District #5 will be added to the NYS-30 corridor next to the parcel shortly. Given the potential constraints that the current septic has (no area for expansion), and the owner has indicated connecting to said sewer district, the new accessory structure stay vacant until such time the parcel is connected. The Planning Board voted to keep the recommendation of the Fulton County Planning Board pursuant of General Municipal Law 239-m.

An independent test of the septic system indicated by MCJ Engineering indicated that the historical usage is below the anticipated usage.

**DISCUSSION:**

Mr. Garber, MCJ Construction LLC, indicated that he has done further on behalf of Mr. O'Brien. He indicated that there is space to be utilized by a secondary business.

Chairman Kessler inquired if the business would be by appointment only.

Mr. O'Brien stated that it would be and be low impact on the septic system.

Mr. Enfield asked if Mr. O'Brien plans on still connecting to the sewer.

Mr. O'Brien mentioned that he would be.

<b>MOTION:</b>	To approve the amendment to the Site Plan allowing the ADU to be used since the data provided is able to back up the usage of the current septic system as the business will be by appointment only.
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<b>MADE BY:</b>	John Kessler
<b>SECONDED:</b>	Aaron Howland
<b>VOTE:</b>	Unanimous

**VIII. ENVIRONMENTAL DESIGN PARTNERSHIP – SPECIAL USE PERMIT FOR AN RV PARK EXPANSION ALONG PARADISE POINT ROAD:**

**A. Background:**

Sunset Bay RV Park, LLC is proposing to expand its RV Park along NYS Route 30 (Tax Map Parcel Nos. 88.-4-18, 88.-4-37.12 and 38.-4-21). The current Park has 299 sites, a water treatment plant, a wastewater treatment plant, a marina with docks, an office building and a community building. The proposal will be to include an entrance along NYS-30, where a curbcut is currently located.

The properties are within the Mixed-Use and Agricultural 2 Zoning Districts and an RV Park / Campground is an allowed use within both Zoning Districts. According to the the Town of Mayfield 2017 Zoning Ordinance, a RV Park/ Campground is defined as Any parcel of land which is planned or improved for the placement of 3 or more RVs or 3 or more campsites for tents or any other similar form of outdoor accommodations, which are used as temporary living quarters.

The project is within the Adirondack Park and classified under the Moderate Intersity Use of the Adirondack Park Agency.

There are parcels within 500' that are enrolled into Fulton County Agricultural District #1, and no wetlands have been identified on the identified parcels.

**DISCUSSION:**

Mr. Mitchell gave an update on the project. He stated that the Adirondack Park Agency and the Town's hired third party engineer toured the facility a week prior and he would not have any update until the December meeting.

Mr. Mitchell asked that the FEAF be stricken from the project details as it is not necessary for a Type II Action under SEQRA.



Mr. Mitchell stated that the project is with NYS Department of Transportation for a Stage 1 Review.

Mr. Enfield reminded the Planning Board that he and EDP met with NYSDOT to discuss the project last summer and given the APA involvement they indicated they would loop their DOT-APA staff members.

Vice Chairman Howland mentioned if Boat Storage will be included.

Mr. Mitchell indicated it would not be and boats would be removed.

Mr. Enfield stated as a result of this, the Planning Board may see Site Plans in the future for the expansion of current storage or new storage altogether.

Mr. Mitchell indicated that there will be no changes to the current shoreline and there will be no new docks put into the Great Sacandaga Lake.

Mr. Enfield indicated there will be a pool/splash pad near the shoreline in an underutilized area of the site.

B. September 18, 2024 meeting:

The Planning Board accepted the letter of the previous application and when reviewing SEQR, the Board authorized to classify the project as a Type II Action per 617.5(c)(45) as the project is fully within the Adirondack Park and would be considered a Class Action.

While the Planning Board offered some comments they opted to table further discussion until more information was provided and our third-party engineer has had a chance to review and offer comments. However, the following discussion points were brought up at the meeting:

1. Request to relocate the dumpsters off NYS-30  
STATUS: Provided.
2. Request that construction vehicles go through NYS-30.  
STATUS: Provided.
3. The number of vehicles would be able to queue at the entrance of Paradise Point Road.  
STATUS: Mr. Mitchell mentioned that 16 passenger cars will be able to queue with 8 vehicles with an item in tow.
4. Work with first responders on making the northern entrance on Paradise Point Road usable during an emergency.  
STATUS: Not Occurred.  
DISCUSSION:  
Mr. Barbosa stated he would coordinate with the Fire Department.
5. Work with Town Officials on the current RV Park and look to mitigate access not through the main entrance.  
STATUS: The applicant is coordinating with Code Enforcement and Highway Superintendent on establishing a fence along Paradise Point Road from the entrance east to Lakeview Road to Paradise Point Lt Ln.

DISCUSSION:

Mr. Mitchell indicated the day of the walkthrough the applicant had a contractor onsite to construct fencing.

Mr. Miles inquired about the type of screening.

Mr. Mitchell indicated the screening would be fabric.

Mr. Miles indicated that before final action takes place, the Planning Board should approve the screening being used.

Vice Chairman Howland agreed with Mr. Miles. He brought up concerns with screening on another property within the Town that had recently come up for Special Use Permit approval.

**C. Article XI Special Use Permit Review:**

***Article XI Special Use Permit Review:***

1. The site plan shall be prepared by a licensed professional engineer, architect or land surveyor, unless this requirement is waived by the Planning Board.

STATUS: Provided.

2. Application checklist:

- a) Title of drawing, including name and address of applicant and person responsible for preparation of such drawing.

STATUS: Provided.

- b) North arrow, scale and date.

STATUS: Provided.

- c) Boundaries of the property plotted to scale.

STATUS: Provided.

- d) Existing watercourses, wetlands and floodplains.

STATUS: Provided. N/A

- e) Grading and drainage plan, showing existing and proposed contours.

STATUS: Provided.

- f) Location, proposed use and height of all buildings.

STATUS: Not Provided.

DISCUSSION:

Mr. Mitchell indicated he would provide conceptual schematics to the Planning Board at the next meeting. He stated he provided them to the Adirondack Park Agency.

- g) Locations, design and construction materials of all parking and truck loading areas, with access and egress drives thereto.

STATUS: Provided.

- h) Provision for pedestrian access.

STATUS: N/A

- i) Location of outdoor storage, if any.

STATUS: Ancillary Storage for the recreational buildings.

j) Location, design and construction materials of all existing or proposed site improvements, including drains, culverts, retaining walls and fence.

STATUS: The applicant will be adding a retaining wall along Paradise Point Road and will potentially be needing to add culverts etc... around the property.

k) Description of the method of sewage disposal and location of design and construction materials of such facilities.

STATUS: The applicant will currently be using the currently septic system for the project as it currently stands. It is the goal of the applicant to hook up to Fulton County Sewer District #5 which is part of Phase II of the build out.

l) Description of the method of securing public water and location, design and construction materials of such locations.

STATUS: The applicant will be using onsite well which will be utilized for the expansion.

m) Location of fire and other emergency zones, including the location of fire hydrants.

STATUS: not provided.

DISCUSSION: Mr. Rauch it may be a good idea to have dry hydrants.

Mr. Mitchell to review and will provide feedback to the Planning Board

n) Location, design, and construction materials of all energy distribution facilities, including electrical, gas and solar energy.

o) Location, size and design and construction materials of all proposed signage.

STATUS: Provided on Page 10 of 28.

DISCUSSION:

p) Location and proposed development of all buffer areas, including indication of existing vegetative cover.

STATUS: Applicant will be adding screening to Paradise Point Road for vegetative cover. Will the applicant be adding any to the property west of the proposed project?

q) Location and design of outdoor lighting facilities.

STATUS: Provided.

Mr. Miles requested that down lighting be implemented as to not infringe on the neighboring property owners.

r) Designation of the amount of building area proposed for retail sales or similar commercial activity;

STATUS: N/A. While there is a café within the RV Park, it is only utilized by the tenants.

s) General landscaping plan and planting schedule.

STATUS: Provided. Page 10 of 28. Applicant will be using a mix of Dedious, Conervious, and Scrub plantings.

3. Determination of whether the proposal is subject to the State Environmental Quality Review Act.

STATUS: During the September Planning Board meeting, the Planning Board recognized this project as a Type II Action 617.5(c)(45) as this would be considered a Class A project under the Adirondack Park Agency.

4. Adjacent land uses. The Planning Board shall not approve the special permitted use unless, in its determination, the proposed use will not have a negative effect on existing adjacent land uses.

STATUS: To the north of the property there is an existing RV Park since 1969. There are various properties that are sesonal homes, agricultural land and agricultural land which will be incorporating solar onto the property. There is a group home, a tax-exempt property, owned by the Lexington ARC since 1984. Additionally, there are some single family homes to the east of the proposed expansion.

5. Zoning regulations. The Planning Board shall not approve the special permitted use unless all requirements of this chapter are met.

STATUS: The properties are within the Mixed-Use and Agricultural 2 Zoning Districts and an RV Park / Campground is an allowed use within both Zoning Districts. According to the the Town of Mayfield 2017 Zoning Ordinance.

6. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, channelization structures and traffic controls.

STATUS: The applicant will be rerouting new traffic onto NYS-30, which has the capacity to accommodate. Subesquently, existing resort renters will be able to queue up off Paradise Point Road to mitigate future traffic concerns.

The Town of Mayfield and the Applicant are working on making it impossible for visitors to come over onto the site without having to to through the gate and park in visitor parking.

7. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic, and overall pedestrian convenience.

STATUS: The applicant has indicanted that electric golf carts and walking is used to get around Sunset Bay Resort.

8. Location, arrangement, appearance and sufficiency of off-street parking and loading.

STATUS: Provided. There is visitor parking as well as tenant parking within the site. No parking will be allowed along Paradise Point Road or NY-30.

9. Location, arrangement, size, design and general site compatibility of buildings, lighting and signage.

STATUS: Provided.

10. Adequacy of storm water and drainage facilities.

STATUS: Provided.

11. Adequacy of water supply and sewage disposal facilities.  
STATUS: Defer to Lamont engineers to provide feedback during the December meeting.

12. Adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise-detering buffer between the applicant's and adjoining lands, including the maximum retention of existing vegetation.  
STATUS: Provided, though additional screening may be necessary.

Mr. Enfield indicated that the property owned by Scott Moore (SBL 88.-4-40.12) and may need some additional screening.

Mr. Mitchell indicated that, at the next meeting, the Planning Board will receive visualizations that he and and Mr. Enfield select.

13. Protection of adjacent or neighboring properties against noise, glare, unsightliness or other objectionable features.  
STATUS: Will be discussed at the following meeting.

14. Adequacy of fire lanes and other emergency zones and the provision of fire hydrants.  
STATUS: Provided.

15. Special attention to the adequacy of structures, roadways and landscaping in areas with susceptibility to ponding, flooding and/or erosion.  
STATUS: N/A

16. Is there anything else that the Planning Board would like to discuss related to this project?

A. First Aid Kits & Life Vests

While under review of NYSDOH, it would be in the best interest for the applicant to increase current supply of first aid and other safety items given the increase of tenants.

DISCUSSION:

Mr. Kessler inquired if there would be changing stations for the pool area.

Mr. Mitchell indicated that he is still figuring that would with the applicant, and if so, will come to the Planning Board for review.

B. Other:

Dennie Cemetery:

Mr. Enfield indicated that Town Historian Eric Close has identified an area that at one time was a family plot. He stated that further work will need to be done and there are methods in place to preserve the burial ground. Mr. Enfield indicated that the office had first-hand experience in the build-out of Tryon Technology Park.

Sewer:

Planning Board members had a conversation on the sewer district with Mr. Mitchell who is the hired engineer for the project. Mr. Mitchell indicated that the timeline of construction to Sunset Bay would be at some point in 2026.

D. NYS General Municipal Law 239-m:

In accordance with NYS General Municipal Law Section 239-m, the municipal 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 located), 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.

Does the Planning Board feel as though this project is ready to go to the Fulton County Planning Board?

MOTION: To forward to the Fulton County Planning Board.

MADE BY: John Kessler  
SECONDED: Rich Miles  
VOTE: Unanimous

E. Adirondack Park Agency:

Mr. Mitchell indicated he would have an update to the Planning Board at the next meeting.

F. Stipulations for residents within 500' for Public Hearing:

The Applicant shall be required to give notice, by certified mail, return receipt requested, of said public hearing, to every real property owner of record within 500 feet of the area for the proposed special permitted use, and to file proof of such notice at or before the public hearing.

G. Planning Board Action:

Mr. Enfield indicated that it may be a good idea to open the public hearing. He stated while the Adirondack Park Agency is doing their own review, it would be a good idea to get feedback from the public to see if anything has been missed. Subsequently, he indicated that some residents may not be aware this is a new application.

MOTION: To schedule a Public Hearing for 6:00 pm, Wednesday, December 11, 2024 and to have the applicant coordinate with the Fulton County Planning Department on obtaining data for the certified mailing to the neighboring residents.

MADE BY: Aaron Howland  
SECONDED: Richard Miles  
VOTE: Unanimous

IX. **ENVIRONMENTAL DESIGN PARTNERSHIP – CONCEPT SPECIAL USE PERMIT FOR A MANUFACTURED HOME PARK ALONG NYS-29 (151.-7-28):**

A. Background:

Hoffman Homes is looking to pursue the development of a Manufactured Homes Park on approximately 28.7 acres within the Town along NY-29. The proposed development would consist of 73 manufactured home lots, two entrances onto NY-29, a community area, onsite water management, a community water system, and a connection to the municipal sewer.

The property is within the Commercial C-1 Zoning District within the Town of Mayfield and per Section 301 of the Town of Mayfield Zoning Code, Manufactured Home Parks require a Special Use Permit.

**DISCUSSION:**

Mr. Ferguson indicated that per the Zoning Ordinance there can be 114 on the property, and the applicant is looking to have 73. He stated that the property will be connecting to sewer and will have on-site water.

Mr. Barbosa indicated that when the project comes as a formal application, that the applicant look at trash pick up. As it would be private pick up would there be a dumpster area or pick up at each lot. He indicated that pick up of trash within the Town is not looking to expand their footprint.

Mr. Kessler stated that dumpster enclosure would be necessary if utilized.

Mr. Kessler also stated that lighting plan and signage (if applicable) would need to come before the board.

Mr. Enfield indicated that a Snow Plan should be looked at where snow will be going during a blizzard.

Mr. Barbosa mentioned that there should be superintendent onsite at the property which could answer the needs of the citizens.

Mr. Rauch pointed to the water retention areas are a great location for a dry hydrant to be utilized.

Mr. Enfield stated that the western entrance should be moved over further and see if the neighboring parcel may be acquired which would make the entrance at County Route 155 a four (4) way stop.

Vice Chairman Howland mentioned he has worked with the Hoffman family in the Capital Region and spoke highly of them and how easy they are to do business with.

Mr. Moore stated that this project would be great for the local economy adding more housing to the Town that is not on the Great Sacandaga Lake.

Overall the Planning Board was receptive to this project and noted that the Town

**X. OTHER BUSINESS:**

**A. Chairman:**

Chairman Kessler indicated that Hoosey's Restaurant is being reopened by Heather Klein.

**B. Fulton County Planning Department:**

Mr. Enfield reminded the Planning Board that the DeRocker Subdivision has not yet approved by Chairman Kessler as there were some conditions. He stated that another letter should be sent by CEO to give him a final deadline or he will need to come back to the Planning Board.

Chairman Kessler stated he is long past the requirement timeline for filing per the Subdivision Regulations.

**XI. CLOSE OF THE MEETING:**

MOTION: To close the meeting at 8:06 pm

MADE BY: John Kessler

SECONDED: Grant Rauch

VOTE: Unanimous