

**TOWN OF MAYFIELD PLANNING BOARD
JUNE 20, 2012
6:30 P.M.
TOWN OF MAYFIELD TOWN HALL**

MEETING NOTES

PRESENT:

**MARILYN SALVIONE, CHAIRWOMAN
ROBERT PHILLIPS, VICE CHAIRMAN
MALCOLM (RICK) SIMMONS**

**MICHAEL STEWART, CODE ENFORCEMENT OFFICER
SEAN M. GERAGHTY, SR. PLANNER**

OTHERS PRESENT:

**VINCE COLLETTI, TOWN COUNCILMAN
FRANK FERNANDEZ, APPLICANT
LUCY FERNANDEZ, APPLICANT
CARLA KOLBE, SACANDAGA EXPRESS**

I. CALL MEETING TO ORDER:

The meeting was called to order at 6:30 p.m.

II. APPROVE MINUTES OF LAST REGULAR MEETING:

DISCUSSION: Planning Board Member Robert Phillips asked that all parties present at a Planning Board meeting be listed in the Meeting Notes. He also asked that their affiliation be noted.

Planning Board Chairwoman Marilyn Salvione pointed out two (2) typos on page 4 of the May 16, 2012 meeting notes that Mr. Geraghty indicated would be corrected.

MOTION: To approve the minutes to the May 16, 2012 meeting.

MADE BY: Rick Simmons

SECONDED: Bob Phillips

VOTE: 3 in favor, 0 opposed

III. CFI EQUIPMENT, INC. – PUBLIC HEAIRNG ON A SITE PLAN FOR SALES YARD ALONG NYS ROUTE 30:

A. Background:

CFI Equipment Sales and Rental would like to locate a sales lot on a 2.3+/- acre lot owned by Vincent and Margaret Perella along the west side of NYS Route 30 in the Town of Mayfield. The applicants intend to use approximately .75 acres of the site which currently has an existing gravel parking area. The applicants would like to install a 6' x 10' sign and planter on the property advertising the business.

B. May 16, 2012 Meeting:

During its May 16, 2012 meeting, the Town of Mayfield Planning Board continued its review of CFI Equipment's site plan for an equipment sales yard along NYS Route 30. Following its discussion on this project, the Planning Board asked that the following information be provided on a revised site plan drawing prior to the public hearing:

1. Copies of the site plan drawing showing various scenarios for displaying equipment on the project site and showing that there is enough space on the property for a lowboy to drop off equipment and back up on the property and safely exit onto NYS Route 30.

STATUS: The applicant has provided drawings showing two (2) scenarios for equipment displays on the site. Each of the display scenarios shows an interior driveway with a 50' turning radius that will be utilized for equipment loading and unloading.

2. Final designs for any signage on the property should be provided.

STATUS: The dimensions and appearance of the proposed signage has been provided.

3. The location of the recent NYSDOT tree plantings on Route 30 along the front property line should be identified.

STATUS: The revised drawings show three (3) 3" diameter birches that have been planted in the public right-of-way along the front property line of the applicant's project site.

C. County Planning Board Referral:

On June 19, 2012, the County Planning Board reviewed CFI's Site Plan application under Section 239-m of the General Municipal Law. At that time, the County Planning Board determined that the proposed project would have no regional implications and would be forwarding no recommendation to the Town of Mayfield Planning Board concerning this application.

D. Public Hearing:

1. The public hearing was opened at 6:32 p.m.
2. Speakers:

Planning Board Chairwoman Marilyn Salvione indicated that the Board would leave the public hearing open until 6:45 p.m. She then asked the applicants if they were aware of a wetland on the backside of the property?

Frank Fernandez indicated to Board members that there is a wet area on the rear portion of the lot. He explained that he believed a survey for the building lot was already approved. He indicated that he would not be grading or changing any of the land on the property.

Mrs. Salvione commended Mr. Fernandez on the completeness of the drawings. She reminded him that he previously indicated that no more than 15 vehicles would be displayed on the site and pointed out that one of the scenarios shows 18 vehicles.

Mr. Fernandez explained that one of the scenarios he provided for the Planning Board shows 18 vehicles in an effort to give Planning Board members an idea of how many vehicles could conceivably be displayed on the property.

Mrs. Salvione asked if vehicles would be displayed in the winter months?

Mr. Fernandez indicated that business typically slows down during the winter months and he may only have a few vehicles left on the lot during that timeframe.

Mr. Phillips noted that the actual size of the display lot is not identified on the drawing.

Mrs. Salvione pointed out that the scale of the drawing is clearly identified.

Planning Board Member Rick Simmons asked if the Planning Board should set a limit on the maximum number of vehicles that could be displayed on the lot?

Mrs. Salvione stated that she was under the impression that the applicant was specifically asking that up to 15 vehicles be allowed on the site.

Mr. Simmons noted that he didn't want to see wasted space on the property if additional vehicles could be displayed.

Mr. Phillips noted that the scenario plans provided by the applicant have not been stamped.

Mr. Simmons stated that he felt the scenario plans were provided by the applicant for the Planning Board's benefit and that there was no engineering work required on those drawings.

Town Code Enforcement Officer Mike Stewart noted that the Zoning Ordinance does stipulate that the drawings be prepared by a licensed engineer or surveyor.

Mrs. Salvione stated that she felt the applicant could have the original drawings, that were prepared by Charlie Ackerbauer, stamped for the Planning Board's records.

3. The public hearing was closed at 6:45 p.m.

E. 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 Full Environmental Assessment Form, provided by the applicant, has been completed adequately?

DISCUSSION: The Planning Board felt that the Full Environmental Assessment Form had been completed adequately.

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

DISCUSSION: The Planning Board did not ask for any additional information.

3. Section 617.6 (b) of 6 NYCRR states that, when a single agency is involved, the agency will be the lead agency when it proposes to undertake, fund or approve a Type 1 or Unlisted Action that does not involve another agency. If the agency has received an application for funding or approval of the action, it must determine the significance of the action, within twenty (20) calendar days of its receipt of the application, an Environmental Assessment Form or any additional information reasonably necessary to make that determination, whichever is later. Therefore, does the Planning Board wish to issue a Determination of Significance under SEQR at this time?

MOTION: To file a negative declaration under SEQR for the proposed action since:

1. The only physical improvements to the site will be the construction of a 6' high x 10' wide sign advertising the business.
2. No public utilities or infrastructure need to be extended to the site.
3. Traffic generated by the proposed use will have no significant impact on the adjacent road network.

MADE BY: Rick Simmons
SECONDED: Bob Phillips
VOTE: 3 in favor, 0 opposed

F. Planning Board Action:

According to Section 906 of the Town of Mayfield Zoning Regulations, the Planning Board, within sixty-two (62) days after such public hearing, shall approve, approve with modifications or disapprove the application for site plan approval. Consequently, does the Planning Board wish to issue its final decision on CFI Equipment, Inc.'s site plan application for a sales yard along NYS Route 30 at this time?

MOTION: To conditionally approve CFI's site plan application for a sales yard along NYS Route 30 with the stipulation that the final drawings be stamped by a licensed engineer or surveyor for the Planning Board's records.

MADE BY: Bob Phillips
SECONDED: Rick Simmons
VOTE: 3 in favor, 0 opposed

IV. OTHER BUSINESS:

A. Code Enforcement Update:

Mr. Stewart indicated that he spoke with Dave Huckans earlier in the day and was told that a signed agreement and check were sent to Town Attorney Carm Greco so that the review of the engineering analysis for the Lakeview Village at Paradise Point Project could conceivably begin in the near future.

Mr. Stewart indicated that he let Town Attorney Carm Greco know that Mr. Salton, the operator of a Tiger Sanctuary along NYS Route 30, has yet to submit a site plan application to the Planning Board for consideration. He indicated that apparently Mr. Salton has a few additional pieces of information he would like to gather before making his submittal. Mr. Stewart indicated that he did not believe Mr. Salton was under any timeline to submit the documents.

B. Chairwoman's Update:

Ms. Salvione indicated that the Planning Board would hold off on any further discussions of zoning amendments until the Town Comprehensive Plan Commission completes its work on updating the Comprehensive Plan. She indicated that Mike Stewart has been working on gathering some additional information on Home

Occupations and would share that information with Board members. She suggested that he e-mail that information to Board members.

Mrs. Salvione noted that she was invited to a meeting with Town Supervisor Rick Argotsinger, Town Code Enforcement Office Mike Stewart, and County Planning Director James Mraz regarding the County's contract with the Town of Mayfield for planning services. She handed out a set of notes to Board members for them to review at their leisure. She noted that the focus of the meeting was on getting information to Planning Board members earlier in the month so that they have additional time to review applications before each meeting.

C. Training:

Mr. Geraghty indicated that the New York Municipal Insurance Reciprocal (NYMIR) conducted an excellent training session at the Town of Johnstown Town Hall on May 29, 2012. He stated that the Fulton County and Montgomery County Planning Boards would be sponsoring a training session at Fulton-Montgomery Community College (FMCC) on Thursday, September 20, 2012. He indicated that topics for that meeting have not been finalized.

- D. Mr. Philips indicated that he would like to see the minutes from the Comprehensive Plan Commission meetings distributed to Planning Board members. He indicated that this will allow Planning Board members to get a better understanding of what the Commission is doing.

V. CLOSE OF THE MEETING:

MOTION: To close the meeting at 6:54 p.m.

MADE BY: Rick Simmons

SECONDED: Bob Phillips

VOTE: 3 in favor, 0 opposed