

**TOWN OF MAYFIELD PLANNING BOARD  
APRIL 19, 2023  
6:00 P.M.  
TOWN OF MAYFIELD TOWN HALL**

**MEETING NOTES**

**PRESENT:**

**JOHN KESSLER, CHAIRMAN  
AARON HOWLAND, VICE-CHAIRMAN  
RICHARD MILES  
JERRY MOORE  
GRANT RAUCH**

**DAVID JANKOWSKI, ALTERNATE**

**DAMON CURLEY, CODE ENFORCEMENT OFFICER  
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 MARCH 15, 2023 MEETING:**

MOTION: To approve the minutes of the March 15, 2023 meeting.

MADE BY: Grant Rauch

SECONDED: Richard Miles

VOTE: 5 in favor, 0 opposed

**III. CMK REALITY – PUBLIC HEARING – SITE PLAN FOR A STORAGE FACILITY  
ALONG COUNTY HIGHWAY 106:**

**A. Background:**

CMK Reality is proposing to construct two (2) storage facilities: one (1) 80' x 30' building, and one (1) 90' x 30' building Along County Highway 106 south side (Tax Map Parcel No. 152.-10-2.1) that is approximately 2.1+/- acres in size.

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.”

During the February 22, 2023 Zoning Board of Appeals meeting, the Town of Mayfield ZBA granted a Use Variance for a Storage Facility on the property. The property is in the Resource Hub Zoning District and is not an allowed use under Site Plan Review.

**B. March 15, 2023 Planning Board Meeting:**

During the March 15, 2023 meeting, Town of Mayfield Planning Board briefly reviewed the Site Plan application for a Storage Facility along County Highway 106 (Black Street) within the Town of Mayfield. At that time, the Planning Board decided that it had sufficient information available to initiate the State Environmental Quality Review (SEQR) process. Meanwhile, the Planning Board has asked that the following information be provided prior to the Public Hearing scheduled for Wednesday, April 19, 2023 at 6:00 P.M.:

1. Filing of the Subdivision of the back parcel that was approved in November 2022 will need to occur with the Fulton County Clerk's Office.

STATUS: Provided.

2. New Tax Map Parcel Number will need to be provided on the Site Plan.

STATUS: Provided.

**C. State Environmental Quality Review:**

During the March 15, 2023 meeting, the Town of Mayfield Planning Board classified CMK Realty's Site Plan application for a Storage Facility along County Highway 106 as an Unlisted Action and offered New York State Department of Transportation (NYSDOT), New York State Department of Environmental Conservation (NYSDEC), and New York State Office of Parks Recreation and Historic Preservation (OPRHP) thirty (30) calendar days to comment on the proposed Site Plan. To date, the following agencies have submitted comments:

***NYS Office of Parks, Recreation, and Historic Preservation***

In a letter dated March 31, 2023, OPRHP indicated that the project will not impact archaeological and/or historic resources, listed or eligible for the New York State or National Register of Historic Places.

**PLANNING BOARD ACTION:**

**MOTION:** Declaring the Town of Mayfield Planning Board the Lead Agency for the purpose of issuing a determination of significance for CMK Realty's application for a Site Plan for a Storage Facility along County Highway 106.

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

D. Public Hearing:

1. The Public Hearing was opened at 6:02 p.m.
2. Speakers: There were no speakers for CMK Realty's Public Hearing.
3. The Public Hearing was closed at 6:03 p.m.

E. State Environmental Quality Review (cont):

Following the public hearing, does the Town of Mayfield Planning Board have any concern that have resulted from the public hearing? Subsequently, are there any environmental impacts that the Planning Board sees as a concern that would negate a Negative Declaration?

PLANNING BOARD ACTION:

MOTION:

Authorize the filing of a Negative Declaration under SEQR for CMK Realty's Site Plan application for a Storage Facility along County Highway 106 in the Town of Mayfield since:

1. The applicant has enough acreage to construct two (2) storage buildings on the property.
2. Public utilities are readily available to service the site.
3. There will be no traffic implications resulting from the proposed action.
4. Storage units are being situated on the project site in an effort to avoid any impacts to an adjacent wetland area.

MADE BY:

Jerry Moore

SECONDED:

Grant Rauch

VOTE:

5 in favor, 0 opposed

F. Planning Board Action:

In accordance with Article IX, Section 906 of the Town of Mayfield Zoning Regulations, the Planning Board must issue its final decision within sixty-two (62) days from the close of the public hearing.

PLANNING BOARD ACTION:

MOTION:

To approve CMK Realty's Site Plan application for a Storage Facility along County Highway 106 (Black Street) as presented.

MADE BY: John Kessler  
SECONDED: Richard Miles  
VOTE: 5 in favor, 0 opposed

**IV. OAKLEY MANAGEMENT – PUBLIC HEARING – SITE PLAN FOR A STORAGE FACILITY ALONG NYS ROUTE 30:**

A. Background:

Oakley Management LLC is proposing to construct a 60’ x 120’ storage building at 3953 State Highway 30 (Tax Map Parcel No. 152.-5-18.2) that is approximately 2.37+/- acres in size. The applicant recently came to the Planning Board on February 15, 2023 with the intention of putting the storage building onto the conveyed property. The Site Plan indicates that the storage will be elsewhere on the property.

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.

During the February 15, 2023 meeting, the Town of Mayfield Planning Board approved a Property Transaction with the adjoining property owner Louis Tirrito where the Storage Facility will be used for commercial purposes of Outdoor Motor Sports.

B. March 1, 2023 Meeting

During the March 1, 2023 meeting, the Town of Mayfield Planning Board reviewed Oakley Management’s Site Plan application for a Storage Facility at 3953 NYS 30 within the Town of Mayfield. At that time, the Planning Board asked that additional information be required prior to the public hearing:

1. Existing and final contours will need to be shown:
  - Scale needs to be adjusted to 1 inch equal 50’.
  - Paved and unpaved area of the property will need to be provided.
  - NYS Department of Transportation curb cut needs to be provided.
  - Correct location of the proposed Storage Facility needs to be provided.
  - The square footage of the existing business will need to be provided.

STATUS: Provided

2. Current zoning classification will need to be provided.

STATUS: Provided.

3. Location of the current well and septic system.

STATUS: Provided.

4. Location where a potential electrical line would be placed.

STATUS: Provided.

5. Location map will need to be provided.

STATUS: Provided.

6. Location and type of lighting will need to be provided.

STATUS: Location has been provided.

DISCUSSION:

Planning Board Chairman John Kessler reminded the board that the applicant was planning on using a battery backup wall pack.

C. Fulton County Planning Board 239-m Review:

During the March 21, 2023 meeting, the Fulton County Planning Board reviewed Oakley Management's Site Plan application for a Storage Facility along State Highway 30 in accordance with New York State General Municipal Law Section 239-m. At that time, Planning Board recognized that no regional implications could occur from the application and offered no recommendation to the Town of Mayfield Planning Board.

D. Fulton County Agricultural District:

In accordance with Section 305-a of Article 25AA of the Agriculture and Markets Law of New York State, a Site Plan application for a piece of property within an Agricultural District containing a farm operation or on property within 500' of a farm operation located in an Agricultural District must include an Agricultural Data Statement. All Agricultural District property owners within 500' of the project site must receive notice of the proposed action. Parcel 152.-5-37.1 owned by Jacqueline Taberski Simmons and Aaron Hoyt is within Fulton County Agricultural District No. 1 and located approximately 155' from the subject property. To date, no comment has been made by the property owner.

E. State Environmental Quality Review:

During the March 1, 2023 meeting, the Town of Mayfield Planning Board classified Oakley Management's Site Plan application for a Storage Facility at 3953 NYS Route 30 as an Unlisted Action and offered New York State Department of Transportation (NYSDOT), New York State Department of Environmental Conservation (NYSDEC), and the Town of Broadalbin thirty (30) calendar days to comment on the proposed Site Plan. To date, the following comments have submitted comments:



PLANNING BOARD ACTION:

MOTION: Authorizing the filing of a negative declaration under SEQR for Oakley Management's Site Plan application for a Storage Facility along State Highway 30 since:

1. The Planning Board did a coordinated review with NYSDOT, NYSDEC, and Town of Broadalbin.
2. Public utilities are readily available to service the site.
3. There will be no traffic implications resulting from the proposed action.

MADE BY: John Kessler  
SECONDED: Richard Miles  
VOTE: 5 in favor, 0 opposed

H. Planning Board Action:

In accordance with Article IX, Section 906 of the Town of Mayfield Zoning Regulations, the Planning Board must issue its final decision within sixty-two (62) days from the close of the public hearing.

PLANNING BOARD ACTION:

MOTION: To approve Oakley Management's Site Plan application for a Storage Facility along NYS Route 30 as presented.

MADE BY: Jerry Moore  
SECONDED: John Kessler  
VOTE: 5 in favor, 0 opposed

**V. GEORGE AND CHRISTINE VALLONE – PUBLIC HEARING – SPECIAL USE PERMIT FOR TOURIST ACCOMMODATION AT 110 WAGONER ROAD:**

A. Background:

George and Christine Vallone are proposing the construction of a Tourist Accommodation on a 1.85+/- acres parcel located along the east side of State Highway 30 in the Town of Mayfield (Tax Map Parcel Nos. 74.9-4-1, 74.9-4-2, 74.9-4-3, and 74.9-4-4). The parcels are zoned MU-1 (Mixed Use 1). The applicants recently purchased the property in December of 2022 and it is their intention to combine the four (4) lots and create one large lot. The applicants will then demolish the five (5) existing cabins and garage that are in disrepair and reconstruct them in new locations on the property in order to meet the current zoning setback requirements. Three (3) of the cabins will be a 2 bedroom 26' x 30.5' A-frame with a small deck, and one (1) cabin will

be four (4) bedroom wood frame 40' x 41' with a 12' deck facing the Great Sacandaga Lake. The existing single-family home on the property is intended to remain.

The Town of Mayfield 2017 Zoning Ordinance defines Tourist Accommodation as “any hotel, motel, resort, tourist cabin or similar facility designed to house to the general public. Excludes RV Park/Campground.” It is an allowed use under Special Use Permit.

B. March 15, 2023 meeting:

During the March 15, 2023 meeting, the Town of Mayfield Planning Board continued its review of George and Christine Vallone’s application for a Special Use Permit on Tourist Accommodations at 110 Wagoner Road within the Town of Mayfield. At that time, the Planning Board asked that the following information be provided prior to the public hearing:

1. The Hudson River Black River Regulating District taking line should be extended for the length of the property along the Great Sacandaga Lake.

STATUS: Provided.

2. Section 1102 B7 of Article XI of the Town of Mayfield’s Special Use Permit Regulations states that the applicant shall be required to give notice, by certified mail, return receipt requested, of the public hearing to every real property owner of record within 500’ of the proposed special permitted use, and to file such notice at or before the public hearing. Please coordinate with the Fulton County Planning Department.

STATUS: Provided.

3. If a new parcel number has been identified from Fulton County Real Property as a result of the Lot Line Adjustment, please update accordingly on the Site Plan.

STATUS: As part of the final submission, the new lot number will be incorporated.

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

During the February 21, 2023 meeting, the Fulton County Planning Board reviewed George and Christine Vallone’s Special Use Permit application for a Tourist Accommodation at 110 Wagoner Road in accordance with New York State General Municipal Law Section 239-m. At that time, Planning Board recognized that no regional implications could occur from the application and offered no recommendation to the Town of Mayfield Planning Board.

D. Adirondack Park Agency:

In an email dated April 10, 2023, Benjiman Amos of the Adirondack Park Agency (APA) indicated that Cabins 1, 2, and 3 on the Site Plan:

- While the term Tourist Accommodation is used for the Town of Mayfield related to its Zoning Ordinance, it does not qualify a Tourist Accommodation from the APA.
- The project is viewed by the APA as a “relocation and reconstruction of existing cabins” in the same location and are located no closer to wetland boundaries as delineated by Agency staff.
- Do not result in a greater than 25% increase in the overall footprint or height of the originals, including all attached porches, decks, and stairs or other structures.
- Should the cabins be rented out to non-family members, a permit from the APA will be required which include operational details. In this case, the Vallone’s project would need an application for a Commercial and/or Industrial Use of which some of the provisions include:
  - Periods of Operation (hours, days of the weeks etc...)
  - Expected visitors
  - Operational Manager of the property.

DISCUSSION:

Senior Planner Aaron Enfield indicated that he spoke with the Adirondack Park Agency (APA) on the application. He stated that, while the Town of Mayfield is viewing this project as a Tourist Accommodation, the APA views the project as a relocation and reconstruction of existing cabins.

Mr. Enfield reminded Planning Board Members that as part of the Special Use Permit application, they could request contact information of an Operational Manager as the Vallones live out of the region.

After a back and forth discussion, the Planning Board agreed that they would like to have a Property Manager for the property.

Christine Vallone, applicant, indicated that she would be onsite in the beginning and would eventually be interviewing locals to serve as a property manager.

Code Enforcement Office Damon Curley stated that he would be treating the Vallone’s Tourist Accommodations as a Short-Term Rental, of which one of the stipulations is a property manager.

Mr. Enfield indicated that, at times, real estate company or agents have served in this capacity and she might want to look into the ones in the area.

E. State Environmental Quality Review:

During the March 15, 2023, the Town of Mayfield Planning Board reviewed comments from the following agencies: NYS Office of Parks, Recreation, and Historic Preservation; New York State Department of Environmental Conservation; New York State Department of Transportation; and New York State Department of Health.

PLANNING BOARD ACTION:

MOTION: Declaring the Town of Mayfield Planning Board the Lead Agency for the purpose of issuing a determination of significance for George and Christine Vallone's Special Use Permit application for a Tourist Accommodation at 110 Wagner Road within the Town of Mayfield.

MADE BY: Jerry Moore  
SECONDED: Aaron Howland  
VOTE: 5 in favor, 0 opposed.

F. Public Hearing:

1. The Public Hearing was opened at 6:19 p.m.

2. Speakers:

1. Chairman Kessler indicated that Greg and Christine Erwinski (115 Cranberry Creek Road) will be writing a letter to the Planning Board on the project.

2. Mark McCabe  
113 Cranberry Creek Road

Mr. McCabe expressed his concerns that his well is roughly 35' from the property and was unsure where the new well and septic will be going onto the property.

Mr. McCabe also indicated that one of the cabins is 40' from his bedroom window and that he had concerns regarding noise eventually coming from the neighbors.

Mr. McCabe also inquired why the cabins have to be put in the exact location and inquired if they could be moved elsewhere.

Mr. Enfield stated that, given stipulations by the Adirondack Park Agency (APA), that is the case for this project.

Christian Garber, MCJ Engineering, mentioned that the APA allows him to reconfigure the cabins, as well as meeting current setbacks from the property line. Subsequently earlier renderings show the three (3) cabins more spread out

with a fourth (4) larger cabin, however an APA regulated wetland prohibited it. He did indicate that the current cabin is an existing condition and grandfathered in on the property.

Mr. McCabe suggested that perhaps a fence get put up to divide the two properties expressing concern that individuals may go over their beach.

Mr. McCabe expressed concern that the Town of Mayfield does not have a Noise Ordinance.

Mr. Curley indicated that, under Short-Term Rental, excessive noise on a rental property would be considered disturbing the neighbors. He indicates that, while it does happen, he has found individuals to be respectful towards the surrounding neighbors.

Planning Board Member Richard Miles indicated that if a Sheriff's Office needs to be called, the noise complaint would be considered disorderly conduct.

Mr. McCabe also mentioned he spoke with Town Code Enforcement Officer Damon Curley who indicated to him it will be treated under the Short-Term Rental Law.

3. Adrienne Zych  
108 Cranberry Creek Road

Ms. Zych stated she owns two (2) dogs and there are eight (8) dogs total along the houses within the neighborhood. She expressed her concern with dogs coming with renters and going outside the boundaries of the property, indicating there is not a fence along the property.

Ms. Vallone indicated that they do not intend to include dogs on the property unless it is a service dog.

4. Robin Rose  
113 Cranberry Creek Road

Planning Board Member Jerry Moore asked that Robin Rose who lives with Mark McCabe be recognized in the minutes as a letter was dropped off to the Planning Board members.

*We recently received a certified letter notifying us of a public hearing in regards to a request for "Tourist Accommodations" at 110 Wagoner's Road.*

*We currently reside within 60 feet of these proposed cabins that will be rented out in a short term capacity. Our bedroom window is directly across a small access path to three of these proposed cabins. We both work full time and fear the potential for loud, rowdy renters these cabins will bring will keep us up at night.*

*As much as we welcomed good news from Mr. Curley, code enforcer that the “short-term rental” policy the town has in place will be enforced on this property we do have some questions and concerns. I think we can agree that most short term renters won’t care if they are banned from coming back to a property as long as they had their fun.*

*The short term rental law was enacted for the enforcement and administration of ALL short term rental units within the boundaries of the Town of Mayfield. This plan I am assuming was put into place to avoid the disruption of peace, quiet and enjoyment of residential members of the community. Hence, some form of regulation is needed to prevent such disruption. However, this enforcement must apply to all short term rental units to ensure tranquility for all its residents.*

*I would like to have your assurance that this property will adhere to the regulations of this short term rental policy. I have found the option on this matter varies depending on which public official I speak to in regards to this property being required to follow the short term rental policy. It would be a “slap in the face” to all the residents of the Town of Mayfield if you hold them to the regulations of such a policy, and exempt and out of town commercial buyer from the same regulations disguising itself as a tourist site.*

*In fact, it would be a discrimination to make the residents of our town who want to rent out their home, or parts of their home for additional income are subject to this regulation. We ought not allow commercial property owners at 110 Wagoners Road who will not reside here, to have no influence to this short term rental regulation.*

*Keep in mind if you approve these “tourist accommodations” these changes will affect us:*

- 1) We will now need to cameras installed on all sides of our house to monitor our property as video evidence is usually required for law enforcement.*
- 2) We will no longer be able to head out on the lake and have the peace of mind that our property is safe.*
- 3) We will have to worry about tourists next door wandering over onto our property and not respecting the property lines. Will we have to keep our doors locked at all times? **Can the planning board require the new owners install a fence along the property line to keep our properties separated and deter trespassing?***

*We would like to see the written procedures that will be acted upon each time a violation to the short term policy occurs.*

*How will it be recorded, and at point will the permit be rescinded so renting can no longer occur?*

*Do we call law enforcement or do we call Mr. Curley?*

*In closing I would like to invite you as planning board members to stop by the site before a decision is made. Come see in person how close in proximity our house will be to these cabins instead of relying on a site plan map. Please do your due diligence when making this decision and come see our concern in person. We welcome you to our home and see how close these cabins will be to our bedroom windows and tell me you would be comfortable with this happening within 60 feet of your residence? Can these buildings be built farther away from the property line which would solve many of my concerns?*

*We are not against the property next to us being improved as it is indeed an eyesore but cabins so close to our property and the fact that it will be a constant changing of renters that have no stake vested in the property is alarming to us and to our neighborhood.*

*I would appreciate a written response to my concerns. I appreciate all of you taking your time to look into this matter for us before making a decision.*

*Robin Rose  
(518)378-8857*

3. The Public Hearing was kept open due to anticipating additional comments.

G. State Environmental Quality Review (cont.):

Does the Town of Mayfield Planning Board have any concern that have resulted from the public hearing? Subsequently, are there any environmental impacts that the Planning Board sees as a concern that would negate a Negative Declaration?

PLANNING BOARD ACTION:

MOTION: Authorizing the filing of a negative declaration under SEQR for George and Christine Vallone's Special Use Permit Applications for a Tourist Accommodations at 110 Wagoner Road within the Town of Mayfield since:

1. Public utilities are readily available
2. There is enough acreage to reconstruct the cabins.
3. There will be no traffic implications resulting from the proposed action.
4. The Planning Board conducted SEQR Coordination with state agency.

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

H. Planning Board Action:

Planning Board Members wished to table further discussion until additional screening along Cranberry Creek Road has been provided on the updated Site Plan.

DISCUSSION:

Mr. Enfield stated that, given the concern about screening along Cranberry Creek Road, and the pending letter from Greg and Christine Erwinski, it is recommended that the Planning Board table further discussion until the May 17, 2023 Planning Board Meeting.

Vice Chairman Aaron Howland inquired if the applicant would consider putting in a fence?

Ms. Vallone indicated she would consider a fence but needs to look at the cost.

Mr. Miles inquired that perhaps the screening could be additional landscaping noting the growth at the property line.

Chairman Kessler indicated that evergreens or arborvitae would help as a sound barrier.

PLANNING BOARD ACTION:

MOTION: To table any further discussion on George and Christine Vallone's Special Use Permit application until the May 17, 2023 meeting.

MADE BY: John Kessler

SECONDED: Jerry Moore

VOTE: 5 in favor, 0 opposed.

**VI. CLARENCE MAY AND TIMOTHY FOUNTAIN – PROPERTY TRANSACTION  
AT 309 NINE MILE TREE ROAD (STEWART ROAD – PRIVATE):**

A. Background:

Clarence May, Sr. owns a parcel at 309 Nine Mile Drive Road along Stewart Road (Private) (Tax Map Parcel No. 136.-1-13.1) that is approximately 7.759+/- acres in size. Mr. May would like to convey 3.441+/- acres to the neighboring parcel owned by Trina Fountain (Tax Map Parcel No. 136.-1-13.2) that is currently 0.771+/- acres in size and would be enlarged to 4.212+/- acres.

B. Planning Board Discussion:

Mr. Enfield reminded Planning Board members that the applicant was before the Planning Board last month. As the subdivision would spark a Homeowner's Association along the private road, the applicants have returned and would like a Lot Line adjustment.

Mr. Kessler indicated that the current lot is .731+/- acres and the property transaction would increase the size so it can become a buildable lot.

**PLANNING BOARD ACTION:**

**MOTION:** Recognizing that property transaction between Trina Fountain and Clarence May at 309 Nine Mile Tree Road (Stewart Road – Private) is not subject to the Town’s Subdivision Regulations and can be approved as a lot line adjustment.

**MADE BY:** John Kessler  
**SECONDED:** Jerry Moore  
**VOTE:** 5 in favor, 0 opposed

**VII. STRATEGIC STORAGE – CONTINUED REVIEW OF A SITE PLAN FOR A STORAGE FACILITY ALONG COUNTY HIGHWAY 155:**

**A. Background:**

Strategic Storage, LLC is proposing the construction of a 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.

**B. February 15, 2023 Planning Board Meeting:**

During our February 15, 2023 meeting, the Town of Mayfield Planning Board started its review on Strategic Storage LLC’s application on a Site Plan for an addition of an existing Storage Facility at 356 County Highway 155. As a follow-up to that review, please be advised that the Planning Board has asked that the following information be provided before any further review takes place:

1. The plot plan is based on a survey originally conducted on February 14, 1995 and will need to be updated accordingly.

STATUS: Provided.

2. A-2 and A-3 should be condensed to one page.

STATUS: Provided.

3. Contours of the property will need to be provided in 2 ft. intervals. This data may be obtained by going to the New York State (NYS) GIS Clearinghouse or by contacting the Fulton County Planning Department.

STATUS: Provided.

4. Scale needs to be amended to 1 inch equals 50 feet.

STATUS: Reviewing the Site Plan 11" X 17" is extremely difficult to review with an Auto Cad drawing of the Site Plan. A larger version is necessary to review moving forward.

DISCUSSION:

Mr. Enfield indicated that larger copies will be necessary to review the project as some of the items are quite tiny and difficult to look at.

5. Federal Wetlands on the property should be identified on the Site Plan.

STATUS: There are no federal wetlands on the property.

6. Type of lighting and location on the storage facilities will need to be provided.

STATUS: Provided.

7. A Landscaping Plan will need to be provided.

STATUS: The applicant has indicated that any area outside of the affected area would be graded with grass seed.

8. Any and all existing septic systems and wells will need to be provided.

STATUS: The applicant has identified two (2) septic systems and one (1) well on the property.

9. Any and all existing storage facilities and accessory structures not currently identified on the Site Plan will need to be provided.

STATUS: Provided. The applicant has identified ten (10) portable storage facilities on the property.

Mr. Moore brought up the fact that the sewer line goes to the property and the applicants could hook up to the sewer line.

Mr. Curley indicated the ARPA given for the Town of Mayfield was used for the Vails Mills Sewer District and the project supposed to go to Petoff Garden, however, they were able to extend it further down County Highway 155.

10. The current owner of 356 County Highway 155 will need to be added to the Site Plan.

STATUS: Provided

11. All neighboring property owners will need to be identified.

STATUS: Provided

12. The Planning Board has requested the storage unit colors to be in line with the colors of the Adirondacks, such as green and brown.

STATUS: The applicant has indicated that they had already purchased two (2) storage units that are grey shell and blue doors.

Section 905-1 of The Town of Mayfield's Site Plan Review indicates "New buildings and renovations shall use building materials, color and textures to create a harmonious design for each site that promotes the Adirondack, rustic, natural and outdoor feel of the Town. Additional consideration shall be given to compatibility with neighboring structures."

DISCUSSION:

The Planning Board had a back and forth conversation on the type of colors that would be used.

Planning Board Member Richard Miles stated that, while the Site Plan indicates the Adirondack feel, they should not be dictating aesthetics.

Mr. Enfield stated that the section also indicates compatibility with neighboring structures highlighting the fact that there are currently grey structures on the property.

Mr. Miles inquired if the applicants were planning on painting the existing structure to match the storage facility?

David Leather, applicant, indicated that they would eventually do so. Subsequently, he indicated that they will be working on cleaning up the site and looking at it being a phased operation.

Chairman Kessler commented there is a lot of items on the property and asked if anything was going to be removed.

Mr. Leather stated some of the structures are portable and will be adjusting them once the new location if necessary.

13. Width of the entrance from County Route 155 will need to be provided.

STATUS: The applicant has identified the width of 35'

DISCUSSION:

Planning Board members had a back and forth conversation on the entrance considering one side of the lighting pole as an entrance and one as an exit. Subsequently, they discussed about possibly moving the entrance elsewhere on the property.

Mr. Enfield stated he would speak with the Fulton County Highway Department to see if that would be possible.

Planning Board Member David Jankowski indicated that the Fed Ex truck has currently had issue with getting into Mel's Mail and More located on the property. He inquired on how two (2) additional storage facilities will affect the current site as it is difficult.

*Post Meeting Note:*

*On Wednesday, April 26, 2023, Senior Planner spoke with Mark Yost, Director of Highways and Facilities, who indicated that a highway permit will be necessary should they want to move the location.*

14. Any and all utility poles on the property will need to be identified.

STATUS: Provided.

15. The Planning Board has asked that bollards be placed around the utility pole located at the entrance of the property.

STATUS: The applicant has provided four (4) bollards.

Vice Chairman Howland inquired on possibly putting up boulders or

C. Further Discussion:

1. The width of the gravel driveway will need to be identified.

DISCUSSION:

Mr. Enfield stated that the Site Plan does not give the width of the gravel bed along County Highway 155 and will need to be provided.



F. 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's Site Plan application for a Storage Building along County Route 155 at this time?

DISCUSSION:

Planning Board members agreed that there was enough information to schedule a Public Hearing.

PLANNING BOARD ACTION:

MOTION: To schedule a Public Hearing on Strategic Storage's Site Plan Application at 356 County Highway 155 within the Town of Mayfield for 6:00 p.m. on Wednesday, May 17<sup>th</sup> at Town Hall.

MADE BY: Jerry Moore  
SECONDED: John Kessler  
VOTE: 5 in favor, 0 opposed.

**VIII. MICHAEL DEROCKER – PROPERTY TRANSACTION AND MINOR SUBDIVISION ALONG VANDENBURGH POINT ROAD:**

A. Background:

Michael DeRocker owns two adjoining parcels within the Town of Mayfield; 299 Vandenburg Point Road (Tax Map Parcel No. 120.4-2-8.1) that is approximately 5.508 acres, and 305 Vandenburg Point Road (Tax Map Parcel No. 120.4-2-18) that is approximately 0.776+/- acres in size. The Applicant would like to do the following:

1. Convey the property from 305 Vandenburg Point Road to 299 Vandenburg Point Road
2. Create a three (3)-lot subdivision from the total acreage.
  - a. Lot 1 – 1.10+/- acres
  - b. Lot 2 – 1.37+/- acres
  - c. Lot 3 – 4.18+/- acres

B. Fulton County Planning Department Review:

Section 501 of the Town of Mayfield Subdivision Regulations outlines the information an applicant is required to submit to the Planning Board for a proposed subdivision. Upon review of the proposed preliminary plat by the Town Code Enforcement Office and the Fulton County Planning Department, the following issues have been raised:

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' thereof. If topographic conditions are significant, contours shall also be indicated at intervals of not more than 5'.

STATUS: Partially provided. Topography is not indicated.

DISCUSSION:

Planning Board Member Jerry Moore indicated he would like to see that on the subdivision plat.

Planning Board members indicated that they wanted topography on the Subdivision Plat.

3. The name of the owner 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.

STATUS: Provided.

DISCUSSION:

Planning Board Member Jerry Moore inquired that that

5. All available utilities on 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.

STATUS: Not Provided.

8. An actual field survey of the boundary lines of the tract giving complete descriptive data by bearings and distances made by a certified or licensed engineer or land surveyor.

STATUS: Provided.

9. "All onsite sanitation and water supply facilities shall be designed to meet the minimum specifications of the Department of Health" and a note to this effect shall be stated on the plat and signed by a licensed engineer.

STATUS: Language on Subdivision Plat is not provided.

DISCUSSION:

Mr. Enfield indicated this will be necessary on the subdivision plat.

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 1 completed by the applicant.

STATUS: Not Provided.

C. State Environmental Quality Review:

As a Short Environmental Assessment has not been submitted, SEQR cannot commence.

D. Planning Board Action:

After a back and forth conversation, Planning Board members decided to table further discussion.

PLANNING BOARD ACTION:

MOTION: To table further discussion until the applicant provides more information.

MADE BY: John Kessler

SECONDED: Aaron Howland

VOTE: 5 in favor, 0 opposed

## **IX. ZONING ORDINANCE – DISCUSSION ON AN UPDATE:**

### **A. Background:**

The Town of Mayfield Planning Board has expressed an interest in updating the 2017 Zoning Ordinance. Before the Town updates their current ordinance, some questions and methodology should be taken into consideration beforehand.

1. What has changed within the Town of Mayfield since the 2017 Zoning Ordinance Update?
2. What does the Planning Board and Town Code Enforcement Officer struggle with?
3. What within the current zoning code is missing or lacking?
4. Will this update be an amendment or a rewrite?
5. Adirondack Park Association – Expanding the Town of Mayfield’s Hamlet Area  
Mayfield Resident Christopher Longo has approached the Town of Mayfield Town Board on amending his Land Use and Development Plan from the APA from Low Intensity to Hamlet.
6. Could this potentially be a coordinated update with the Village of Mayfield?
7. Grant Funding: Depending on how the Town of Mayfield would like to approach the update, grant funding through the New York State Department of State Smart Growth Comprehensive Planning Grant Program may be a good fit. The Town of Mayfield would be an eligible participant and Match Requirements are up to 90% with a maximum grant request of \$100,000. This grant would be through the Consolidated Funding Application process that opens in May and goes until the end of June.

### **DISCUSSION:**

Planning Board members had a back and forth conversation regarding the need for updating the Zoning Ordinance highlighting changes such as Short-Term Rentals and Solar Farms.

Planning Board members discussed items that they struggle with such as contradiction of definitions, soil mines, the lack of signage, as well as parking.

Mr. Enfield indicated a consultant would be able to bring in a skillset and knowledge base that would be beneficial to the Town. Planning Board members agreed that seeking funding would be a smart idea.

Mr. Enfield stated he does not have the capacity to overtake this update without the assistance of a consultant given time constraints. He stated the Fulton County Planning Department would be able to assist in grant writing for funding, sending out an RFP, research and attending meetings as part of the Planning Services Agreement.

Mr. Curley inquired if a Smart Growth grant would be used for the Standards within the Town?

Mr. Enfield indicated he was unsure, as the grant funding is specific to Planning and Zoning.

Chairman Kessler requested that more information be sent to him to read up on the grant program.

**X. OTHER BUSINESS:**

A. Code Enforcement:

**Diane Vallieu**

Mr. Curley indicated that a fire in her mobile home happened a few days ago.

**Sewer Project**

Mr. Curley indicated there may be some concerns with the Sewer not going up NYS Route 30.

**XI. CLOSE OF THE MEETING:**

MOTION: To close the meeting at 7:34 p.m.

MADE BY: Jerry Moore

SECONDED: Grant Rauch

VOTE: 5 in favor, 0 opposed