

**TOWN OF MAYFIELD PLANNING BOARD  
MARCH 16, 2022  
6:00 P.M.  
TOWN OF MAYFIELD TOWN HALL**

**MEETING NOTES**

**PRESENT:**

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

**DAMON CURLEY, CODE ENFORCEMENT OFFICER  
SEAN M. GERAGHTY, CONSULTANT  
AARON ENFIELD, SR. PLANNER**

**OTHERS PRESENT:**

**ADAM RETERSDORF  
DON HOWE  
MARIE MCNULTY  
LANCE WINNEY  
CHRIS AND BARB MONAHAN  
PETE STEARNS  
CATHY STEARNS  
WANE VONK  
DENNIS VONK  
CHRISTINE GOUSSENS  
ROB FURLONG  
COLLEEN FURLONG  
JIM COREY  
ROBERT JOHNSON  
MICHELLE KAPLAN  
JOSH WADSWORTH  
GRANT RAUCH  
FRANK DYBAS  
DIANE BOSWELL  
ZACK AND BONNIE VANPATTEN**

**I. CALL MEETING TO ORDER:**

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

**II. APPROVE MINUTES OF JANUARY MEETING:**

MOTION: To approve the minutes to the January 19, 2022 meeting.

MADE BY: Aaron Howland

SECONDED: Rich Miles

VOTE: 4 in favor, 0 opposed

**III. VANPATTEN HOLDINGS – SPECIAL PERMIT FOR RECREATIONAL FACILITY ALONG NYS ROUTE 30:**

**A. Background:**

VanPatten Holdings owns a 5.3+/- acre parcel at the intersection of NYS Route 30 and NYS Route 29 in the Town of Mayfield (Tax Map Parcel No. 152-4-6). The existing parcel is home to the Dairy Frost Snack Bar. The applicants would like to add a miniature golf facility to the existing business. The miniature golf course will take up approximately 24,000 sq. ft. of the parcel.

**B. Planning Department Review:**

The Fulton County Planning Department reviewed VanPatten Holdings' Special Permit application in accordance with the Town's Special Permit Regulations and would like to offer the following comments:

1. Are there restrooms available for mini golf course customers?

DISCUSSION: County Planning Consultant Sean Geraghty asked if new bathrooms will need to be constructed for the mini golf course project?

Bonnie VanPatten stated that there are existing bathrooms that can be used, but she recognized that more restroom space may be needed.

Mr. Geraghty agreed and speculated that the NYS Department of Health (NYSDOH) may ask for additional restroom provisions as part of the project.

2. A Stormwater Management Plan for the site will need to be prepared.

DISCUSSION: Mr. Geraghty pointed out that there is a fairly significant amount of cement that will need to be poured for the mini golf course and, consequently, some rudimentary stormwater calculations will need to be put together. Mr. Geraghty stated that the NYS Department of Transportation (NYSDOT) will want to see a drainage analysis performed on the site and will not want any of the stormwater flowing directly into the roadside ditches in the NYSDOT right-of-way.

3. Additional details on how the stream on the project site will be protected will need to be provided.

DISCUSSION: Mr. Geraghty stated that it appears as though the miniature golf course will be constructed directly over the top of a stream on the property?

Zack VanPatten stated that the stream is nothing more than a drainage swale.

Mr. Geraghty stated that even if it's just a swale, it appears as though some type of pipe structure is going to need to be constructed across the entire miniature golf course in order to allow that water to continue to flow in its present direction.

4. The existing septic field location will need to be shown.

DISCUSSION: Zack VanPatten indicated that the septic field is located behind the Dairy Frost building. He indicated that he believed there is only a holding tank.

5. Will any additional signage be provided as part of this business expansion?

DISCUSSION: Both Mr. and Mrs. VanPatten indicated that no new signage would be installed.

6. Will onsite utilities be installed underground?

DISCUSSION: Mr. VanPatten indicated that the utilities will be underground.

7. The parking capacity and layout for the project site will need to be shown.

DISCUSSION: Mr. Geraghty explained that some type of rudimentary parking calculations will need to be put together since the Dairy Frost Snack Bar itself generates quite a bit of traffic so there will need to be spaces designated for the miniature golf course.

8. Planning Board Member Aaron Howland pointed out that a significant portion of the site is classified as federal wetlands. He indicated that, in the past, there has been at least two (2) other proposals to develop the property that were stopped because of the wet conditions on the site.
9. Planning Board Member Jerry Moore indicated that he would like to see both the existing and final contours shown on the Site Plan drawings.

Mr. Geraghty pointed out that there are both existing and final contours shown, but they are very difficult to analyze.

Bonnie VanPatten indicated that she could provide a color-coded map that shows the contours with contrasting colors.

The Planning Board recognized that no official actions could be taken until additional information has been provided on the application.

#### **IV. LANCE WINNEY – ZONING CHANGE REQUEST FOR PROPERTIES ALONG NYS ROUTE 30:**

##### **A. Background**

Lance Winney owns three (3) pieces of property along the north side of NYS Route 29 east of its intersection with NYS Route 30 (Tax Map Parcel Nos. 152.-3-22.12, 152.-3-22.1, and 152.-3-22.112). The total size of the parcels is approximately 25+- acres. The properties are currently zoned under the Resource Hub classification. Mr. Winney has asked the Town Board to change the classification of the properties to Commercial so that he can develop a Recreational Vehicle/Campground facility on the parcels.

**B. Town Board Review:**

On February 8, 2022, the Mayfield Town Board briefly reviewed Mr. Winney's zoning amendment request. At that time, the Town Board, in accordance with Article XIV of the Town Zoning Law, forwarded the proposed amendment to the Planning Board for a recommendation. The Planning Board has forty-five (45) days to issue its recommendation on the referral.

**C. 2013 Comprehensive Plan:**

Chapter 2 of the Town of Mayfield's Comprehensive Plan outlines the concept of creating Resource Hubs in the Town of Mayfield and describes a vision of the types of uses that will eventually occur in these areas. According to the Town's Comprehensive Plan, "Resource Hubs would consist of concentrated areas of mixed use development featuring commercial, retail and high-density housing uses." In order to accommodate this type of activity, the Town of Mayfield has been working with the Village of Broadalbin and Fulton County to make municipal sewer infrastructure available to properties throughout the Vail Mills Resource Hub area.

**PLANNING BOARD DISCUSSION:** Planning Board Chairman John Kessler pointed out that one of the Concept Plans for the Resource Hub area included a public amphitheater and a canoe launching area along the creek near the Visitor Information Center.

Mr. Howland reminded Board members that County taxpayers paid for the installation of sewer infrastructure in the Vail Mills area with the assumption that the Town's Resource Hub area would bring in a certain type of development. He indicated that it is going to be a tough decision for the Planning Board to determine whether or not Mr. Winney's property should be changed to a Commercial classification so that he can pursue the project he's looking at.

Planning Board Member Rich Miles stated that the Comprehensive Plan provides the basis for why areas are zoned under certain classifications. He indicated that there must have been a reason why the Comprehensive Plan Commission wanted to include the property in the Resource Hub classification and he expressed some concern with the idea of moving away from what was outlined in the Comprehensive Plan.

Planning Board Member Jerry Moore pointed out that there are commercial areas across the street and adjacent to the applicant's property.

Mr. Howland stated that Mr. Winney's properties are essentially located along a gateway into the community. He indicated that if Mr. Winney's project ever came to the Planning Board, it would require extensive screening along NYS Route 29. He indicated that although he generally believes that property owners should be allowed to develop their parcels as they wish, he did not know how receptive the community would be to an RV Park adjacent to the Visitor Information Center.

Mr. Kessler pointed out that if the Planning Board recommends that Mr. Winney's property be changed to a Commercial classification, he is worried that the "guy down the street" will then approach the Board and want his property changed.

Mr. Miles agreed and indicated that he felt the Planning Board needs to find a compelling reason to change the zoning classification.

Mr. Moore again pointed out that the Resource Hub area is surrounded on three (3) sides with commercially-zoned properties.

Mr. Miles stated that he felt the Town needs to give the Resource Hub area more of a chance to develop as was outlined in the Comprehensive Plan.

Mr. Howland, once again, questioned how receptive the Planning Board and the community would be to an RV Park eventually being developed on the property.

Mr. Kessler noted that the property is highly visual along NYS Route 29.

Mr. Geraghty pointed out to the Planning Board that if they felt that additional information needs to be gathered or that they would like to further analyze the situation, they have forty-five (45) days to make their recommendation to the Town Board.

**D. Planning Board Action:**

**MOTION:** To table any action on Lance Winney's zoning amendment request until additional analysis can be undertaken by Board members.

**MADE BY:** John Kessler

**SECONDED:** Richard Miles

**VOTE:** 4 in favor, 0 opposed

**V. ADAM AND JESSICA RETERSDORF – SITE PLAN FOR REETS BOATWORKS EXPANSION ALONG NYS ROUTE 30:**

**A. Background:**

Adam and Jessica Retersdorf are proposing the construction of a 6,400 sq. ft +/- addition for Reets Boatworks, a small three (3) person operation that restores and builds custom wood boats. The addition will tie into the northwest side of an existing one (1) and a half story ranch building located off State Highway 30 in the Town of Mayfield (Tax Map Parcel No. 74.9-1-1) 7.1 +/- acres. There are currently four (4) buildings on the parcel that are used for boat storage purposes and two (2) other buildings for business operations. The Retersdorfs want to construct the addition due to an increase in business and to ease their operations throughout the years to come.

**B. County Planning Board Review:**

The Fulton County Planning Department has reviewed the Site Plan application in accordance with the Town's Site Plan Regulations and could like to offer the following comment:

1. The location and design of any outdoor lighting should be noted.

**DISCUSSION:** Adam Retersdorf explained that some type of pendant light will be placed around the perimeter of the building.

County Senior Planner Aaron Enfield indicated that the lighting should be shown on the final drawing.

2. Building elevation drawings for the new structure should be provided.

**DISCUSSION:** Mr. Retersdorf stated that the final design of the building has not been decided. However, he noted that the building will likely be the same color as all of the other structures on the property in an effort to maintain some cohesiveness.

**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 subdivision 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 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:** Authorizing the filing of a negative declaration under SEQR for this proposed action since:

1. There is acreage available on the applicant's property to construct the 6,000 sq. ft. building.
2. Public utilities are readily available to service the new building.
3. There will be no traffic implications resulting from the proposed action.

**MADE BY:** John Kessler

**SECONDED:** Jerry Moore

**VOTE:** 4 in favor, 0 opposed

**D. Adirondack Park Agency:**

On January 19, 2021, the applicants submitted a Jurisdictional Inquiry Form to the Adirondack Park Agency (APA). On February 5, 2021, a response back to the applicants indicated that a permit or variance from the APA was not required. However, the APA indicated that a portion of the property is located within a designated critical environmental area on Rural Use lands, as it is within 150 ft. of NYS Route 30.

**DISCUSSION:** The Planning Board had no comments regarding the Adirondack Park Agency's response.

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 the Site Plan Application for the expansion of Reets Boatworks at this time?

DISCUSSION: Planning Board Member Jerry Moore asked why the new building is going to be attached to the existing office building?

Mr. Retersdorf indicated that the boats are typically maneuvered on carts so, by connecting the buildings, it makes it easier for him to move between buildings.

MOTION: To schedule a public hearing on Adam and Jessica Retersdorf's Site Plan application for Reets Boatworks Expansion for 6:00 p.m., Wednesday, April 20, 2022.

MADE BY: Aaron Howland

SECONDED: Richard Miles

VOTE: 4 in favor, 0 opposed

**VI. Fulton County Brownfield Program**

The Fulton County Center for Regional Growth (FCCRG) has been awarded a \$300,000 Brownfield Assessment Grant from the EDA to provide Phase 1 and 2 Site Assessments on properties. The CRG has partnered with HRP Associates to perform the Assessment. The Fulton County Planning Board has been asked to think of any sites that they may feel as though have redevelopment potential and may have contamination on them. These sites would be added to an overall list that is being developed throughout the County.

1. The site can either be privately or publicly owned.
2. The site is assumed to have contamination.
3. The site has or should have public support for redevelopment.
4. Redevelopment can be for typical economic development reasons or for public recreation, parking, etc. (does not have to be specific to commercial)

Assessment Grants provide funding for developing inventories of brownfield sites, prioritizing sites, conducting community involvement activities, conducting planning, conducting site assessments, developing site-specific cleanup plans, and developing reuse plans related to brownfield sites. A portion of the Assessment Grant funding must be used to conduct site assessments. Assessment Grant funds may not be used to conduct cleanup activities.

Successful brownfields reuse and redevelopment often depends on early consideration of the range of potential future uses for each brownfield site. Local community priorities, market conditions, infrastructure availability, environmental contamination, public health issues, and local ordinances shape brownfield site reuse opportunities. Having a

site reuse plan grounded in these local conditions will directly influence how that site is characterized, assessed, and cleaned up

**PLANNING BOARD DISCUSSION:** Mr. Howland asked if infrastructure projects can be funded with the Brownfield Program money?

Mr. Geraghty explained that the grant funding is targeted more for performing preliminary environmental assessments of properties. Mr. Geraghty pointed out that the \$300,000 in funding will likely not go very far, given the cost to perform some of the environmental studies.

## **VII. OTHER BUSINESS:**

### **A. Code Enforcement Update:**

#### **1. Paul Johnson:**

Town Code Enforcement Officer Damon Curley indicated that Paul Johnson will be coming back to the Board in the near future with another application for a storage facility.

Mr. Geraghty asked if the storage facility will be on a separate property from his last project?

Mr. Curley indicated that the new project will be on a separate parcel.

#### **2. Campground:**

Mr. Curley indicated that he has not heard anything on the expansion of the Campground Project yet.

#### **3. Route 30 Site Work:**

Mr. Curley explained that the property along NYS Route 30 near its intersection with County Highway 155 has been completely cleared. Mr. Curley stated that he has no proposals for the site. He stated that, given the fact that the property is not located within the Adirondack Park, the property owner does not need a permit from him to start doing some clearing work.

#### **4. Code Enforcement Office Assistance:**

Mr. Moore asked if the Town Code Enforcement Office will be getting some help?

Mr. Curley indicated that the Town Board has been looking for quite some time to provide additional staff in the Town Code Enforcement Office. He indicated that, originally, they were going to hire another Code Enforcement Officer, but have since started leaning towards hiring someone with administrative experience.

B. Chairman's Update:

Mr. Kessler asked Mr. Moore if he would talk briefly about the recent correspondence he received from a solar company.

Mr. Moore indicated that he recently received a brochure and correspondence from Bluewave Solar. He indicated that Bluewave Solar asked him if he would be interested in leasing a portion of his property for a battery storage project. He indicated that he has spoken with the County Planning Department about this potential project and has learned that, while a battery storage proposal that is part of a Solar Farm Project would be acceptable, a battery storage project on its own is not an allowed use.

Mr. Geraghty agreed and pointed out that this is a recent development that has occurred in a couple of other communities in Fulton County.

Planning Board Member Aaron Howland indicated that starting on April 30, 2020, the Planning Board was supposed to start reexamining the provisions in its Zoning Law. He indicated that the Planning Board may want to have an Agenda item for next month's meeting to talk about this issue.

Mr. Enfield indicated that Town Councilman Ralph Desidario reached out to him recently and asked for some additional information on the Short-Term Rental Law. He indicated that Mr. Desidario stated that the Town Code Enforcement Office has several concerns with provisions regarding septic systems in the current regulations.

Mr. Enfield then pointed out that the open enrollment time for agricultural property owners in the Town of Mayfield is the month of March. He stated that anyone wishing to have agricultural property added to Fulton County's Agricultural District must send their request to the County Planning Department on or before March 31, 2022.

**VII. CLOSE OF THE MEETING:**

MOTION: To close the meeting at 6:35 p.m.

MADE BY: John Kessler

SECONDED: Aaron Howland

VOTE: 4 in favor, 0 opposed