

TOWN OF MAYFIELD

PLANNING BOARD MEETING

Wednesday, May 15, 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**

- X JACK PUTMAN, TOWN COUNCILMEMBER, PLANNING BOARD LIAISON**
- X NORMAN BARBOSA, CODE ENFORCEMENT OFFICER**
- X AARON ENFIELD, FULTON COUNTY SENIOR PLANNER**

OTHERS PRESENT:

JON CLOSE
LUCAS SALTSMAN, C2C CONSTRUCTION
JASON DELL, LANSING ENGINEERING
PETE STEARNS
KATHY STEARNS
MICHAEL O'BRIEN

AGENDA ITEMS:

1. Michael O'Brien – Public Hearing – Site Plan for an Office (OB1 Insurance) at 2441 State Highway 30 (Tax Map Parcel 104.9-5-12.1)
2. Adirondack Harley Davidson – Public Hearing – Expansion of a Retail Service Establishment and Lot Line Adjustment at 116 Bellen Road (Tax Map Parcel No. 152.-6-6.2)

I. CALL MEETING TO ORDER:

The meeting was called to order at 6 pm

II. APPROVE MINUTES OF THE PREVIOUS MEETING:

DISCUSSION:

Mr. Moore indicated that pg. 7- 8 will need to be adjusted as it indicated ADK Harley Davidson not Michael O'Brien.

MOTION: To approve the minutes of the April 17, 2024 meeting pending the changes to page 7 and 8.

MADE BY: Aaron Howland

SECONDED: Grant Rauch

VOTE: Unanimous

III. MICHAEL O'BRIEN – PUBLIC HEARING – SITE PLAN FOR AN OFFICE (OB1 INSURANCE) at 2441 STATE HIGHWAY 30:

A. Background:

Michael O'Brien owns 2241 State Highway (Tax Map Parcel No.) which is approximately .514+/- acres in size. The applicant would like a change in use, wherein the pole barn would be the primary structure, where it would be renovated into the growing OB1 Insurance Company, and the current building would serve as the accessory structure.

There are no NYSDEC Wetlands on the parcel and there are no parcels within Fulton County Agricultural District #1 within 500'.

A portion of the project falls within the Village of Mayfield. However, Code Enforcement Officer Damon Curley indicated that the Town of Mayfield can serve as a Lead Agency for this project.

The parcel is within the Resource Hub Zoning District. Per the Town of Mayfield 2017 Zoning Ordinance, an Office is defined as "a business, office or agency providing service to the general public that is clerical or professional in nature. Typical examples would be: Lawyers, Doctors, Accountants, Insurance Agencies, Real Estate Offices or other businesses providing similar services that are not listed otherwise in this document."

B. April 17, 2024 meeting:

During our April 17, 2024 meeting, the Town of Mayfield Planning Board began reviewing your Site Plan for an Office (OB1 Insurance) at 2441 State Highway 30, within the Town of Mayfield. At that time, the Planning Board requested that the following information be provided before the Public Hearing:

1. Dimension on the Pole Barn will need to be provided on the Site Plan.
STATUS: Partially provided. The applicant indicated on 1of2 that one side is 45' but did not indicate the other side. Page 2of2 indicated that one side is 60'and the other is 40'. Clarification is needed.
DISCUSSION: Mr. O'Brien indicated that the 2of2 was correct and will adjust for the next submittal.
2. Elevations of the portions of the pole barn that will have exterior renovations
STATUS: Provided. The applicant indicated that the side facing NYS-30 will be altered. Will there be other sides which will be altered as well?
DISCUSSION: Mr. O'Brien mentioned that no other sides will be altered.
3. Updating of the septic and water lines on the Site Plan.
STATUS: Provided.

4. Outdoor lighting on the pole barn will need to be shown on the Site Plan as well as Elevations.

STATUS: Provided. on page 2 of 2

5. The location and size of additional signage on the property and pole barn will need to be provided

STATUS: The applicant indicated a sign on the building but did not get the specifications. Subsequently, during the April meeting, it was indicated signs would be placed elsewhere on the property and was not listed.

DISCUSSION: Mr. O'Brien stated that the sign is 8' x 18' and will be lit from behind. He stated that the sign will be coming from the Clifton Park office.

6. The type of lighting will need to be provided.

STATUS: Not provided.

DISCUSSION:

7. A Location Map will need to be provided on the Site Plan

STATUS: Provided.

8. A Jurisdictional Inquiry Form by the Adirondack Park Agency (APA)

STATUS: Provided.

FURTHER DISCUSSION:

1. Connection of the septic system of the current building is no longer being shown.

DISCUSSION: Mr. O'Brien stated it is his intention to connect with the new sewer district going up NYS-30.

2. Signage

DISCUSSION: Mr. Barbosa indicated that he will look into section 504 of the Town's sign requirements and speak with the applicant before the next meeting.

3. Parking Spot 6 appears to be in the way of the door.

DISCUSSION: Mr. O'Brien indicated that the parking will not be in the way of the entrance.

Mr. Miles inquired if there was going to be an ADA parking spot?

Mr. O'Brien stated that he would include an ADA Parking spot on the Site Plan.

4. Propane:

DISCUSSION: Mr. O'Brien stated that propane will be used to heat the building. He stated that there is PVC Pipe under the septic system to the pole barn.

Mr. Enfield stated that this will need to be included in the updated plan and will also need to include how far down. Subsequently, he stated that he will mail this information back over to NYSDOH, should they have any more concerns.

5. Trash Removal

DISCUSSION: Chairman Kessler inquired how trash was going to be handled?

Mr. O'Brien stated that he has a contract with Chris Rizzo for trash pick up.

C. NYS General Municipal Law Section 239-m:

During the April 17, 2024 meeting, the Planning Board and applicant acknowledged that the 239-m would occur during on Tuesday, May 21, 2024. The Planing Board will not be able to take final action until the County Planning Board offers a recommendation.

D. State Environmental Quality Review Act (SEQRA):

During the April 17, 2024 meeting, the Planning Board classified this project as an Unlisted Action and sent a letter and plans the following Involved or Interested Agencies for comment: To date, the following comments have been made:

New York State Department of Environmental Conservation

In a letter dated April 23, 2024, Joshua Campbell NYSDEC, indicated that the agency concurred with the Planning Board serving as Lead Agency.

New York State Department of Health

In a letter dated April 29, 2024, Chris Demme of NYSDOH concurred that the Town of Mayfield Planning Board serve as Lead Agency and offered the following comments:

1. The site plan provided was not sealed and signed by the design professional.
2. The site plan did not show whether or how the existing water and wastewater facilities will be modified to serve the existing barn building. Boxes 10 & 11 of the EAF do not provide sufficient information to know what is being proposed for water and wastewater utilities to accommodate the building change.
3. No analysis has been provided to demonstrate that the existing onsite sewage system is sized appropriately for the increased in personnel onsite. If the existing system requires an expansion, it is not evident where that will occur due to the setbacks and other existing uses. Furthermore, the site plan does not show a replacement area for an absorption systems should the existing one fail. Connection to a municipal public sewer system would be preferavble alternative to an onsite sewage system, and if available, may be required by the Building Code.

New York State Department of Transportation

In an email dated May 9, 2024, from Beth Watts from NYSDOT indicated that the agency has no objection with the Planning Board serving as Lead Agency. Subseuqently, they offered the following comments:

1. A NYSDOT Highway Work Permit will be required for any work performed within the highway right-of-way.
2. No equipment or materials shall be staged in the NYSDOT Right-of-Way
3. Any proposed signage, parking, and/or landscaping will need to be located on private property and not on NYSDOT right-of-way.

Village of Mayfield Planning Board

In a phone call on Mary 15, 2024, Fulton County Senior Planner spoke with the Village Clerk, he indicated that the Planning Board has not offered any feedback to the Town Planning Board.

MOTION: To declare Lead Agency under SEQRA.

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

E. Public Hearing:

The Public Hearing was opened at 6:24 pm

Speakers: none

The Public Hearing was paused at 6:25 pm.

F. Planning Board Action:

MOTION: For the Planning Board to table further review and to reconvene during the June Planning Board meeting when feedback from the Fulton County Planning Board has been provided.

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

IV. PIKE CONSTRUCTION SERVICES – PUBLIC HEARING – SITE PLAN REVIEW FOR AN EXPANSION OF A RETAIL OR SERVICE ESTABLISHMENT (ADIRONDACK HARLEY DAVIDSON) AT 116 BELLEN ROAD:

A. Background:

Tire Shredder LLC 116 Bellen Road (Tax Map Parcel No. 152.-6-6.2) which is approximately 9.309+/- acres in size. The owner of Adirondack Harley Davidson would like to put a 5,400 sq. ft. addition to the south side of the building. In addition to the building expansion, the project will consist of a new silt fence, moving of the propane tanks, new parking spaces, three (3) lighting wall packs on the eastern side of the addition, transforming impervious paved parking for a grass island, relocations of lighting poles, bollards to be removed, sewer/septic to be removed and/or relocated, propane tanks to be removed and/or replaced. As of 2019 the property is within the Vail Mills Sewer District and is not need a septic system anymore.

There are some NYSDEC Wetlands on the parcel and there are no parcels within Fulton County Agricultural District #1 within 500’.

The parcel is within the Resource Hub Zoning District. Per the Town of Mayfield 2017 Zoning Ordinance, a Retail or Service Establishment is “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. The project is also in the Vail Mills Development Area.

While the project previously indicated a Lot Line adjustment, the application, upon further review declined to

DISCUSSION:

Mr. Dell, Lansing Engineering, gave an update on the project and indicated that the application will no longer include a Lot Line Adjustment.

B. April 17, 2024 meeting:

During our April 17, 2024 meeting, the Town of Mayfield Planning Board began reviewing Adirondack Harley Davidson's Site Plan for an expansion 116 Bellen Road, within the Town of Mayfield. At that time, the Planning Board requested that the following information be provided prior to the Public Hearing:

1. Revised Site Plan showing the entire parcel
STATUS: Provided.
2. Exterior Elevations of the proposed expansion
STATUS: Provided.
3. Image of the wall pack being used on the expansion
STATUS: Provided.
4. Verify if there are any easements, deed restrictions, covenants, etc.. on the property.
STATUS: The applicant has indicated there are no easements, deed restrictions, covenants on the property.

C. NYS General Municipal Law Section 239-m:

During the April 17, 2024 meeting, the Planning Board and applicant acknowledged that the 239-m would occur during on Tuesday, May 21, 2024. The Planing Board will not be able to take final action until the County Planning Board offers a recommendation.

D. State Environmental Quality Review Act (SEQRA):

During the April 17, 2024 meeting, the Planning Board classified this project as an Unlisted Action and sent a letter and plans the following Involved or Interested Agencies for comment: To date, the following comments have been made:

New York State Department of Environmental Conservation

In a letter dated April 23, 2024, Joshua Campbell from NYSDEC, concurred that the Planning Board serves as Lead Agency. They also indicated the following comments:

1. Disturbance of 1 or more acres will require a SPDES General Permit and a Stormwater Pollution Prevention Plan (SWPPP)
2. Portions of NYS regulated Freshwater Wetlands and adjacent areas are within the project area. Any disturbance will require an Article-24 Freshwater Wetlands Permit.

New York State Department of Transportation

In an email dated May 9, 2024, from Beth Watts from NYSDOT, she indicated that the agency has no objection to the project as proposed.

New York State Department of Health

In a letter dated May 8, 2024, Chris Demme from NYSDOH, indicated that the agency does not object to the Town of Mayfield Planning Board to serve as Lead Agency and that no permit is needed from his office. However, NYSDOH offered the following comments:

1. Box 8c of the EAD indicates that pedestrian accommodations or bicycle routes are not available or near the proposed action, and notes the FJ&G Rail Trail is across NYS-30 from the project site.

2. The Site Plan shows that at least part of the addition will be constructed on a permeable surface, highlighting the fact there will be an increase of impermeable service and less permeable surface. NYSDOH pointed out that no calculations have been provided to
 - a. Calculate the change in the amount of stormwater runoff
 - b. Demonstrate that there will be no net increase in the rate of stormwater flow leaving the site
 - c. Evaluate the capacity of the receiving facilities and waterways to accept a change in flow

MOTION: For the Planning Board to declare Lead Agency under SEQRA.

MADE BY: Aaron Howland

SECONDED: Grant Rauch

VOTE: Unanimous

E. Public Hearing:

The Public Hearing was opened at 6:32 pm

Speakers: none

The Public Hearing was paused at 6:33 pm

F. Planning Board Action:

MOTION: For the Planning Board to table further review and to reconvene during the June Planning Board meeting.

MADE BY: Rich

SECONDED: John

VOTE: Unanimous

V. OTHER BUSINESS:

A. Town Board Liaison

Councilmember Putman stated the Town Board is looking to appoint a small committee on Battery Storage.

B. Code Enforcement Officer:

Mr. Barbosa stated that the DeRocker Subdivision is awaiting the Chairman's signatures.

C. Fulton County Planning Department:

Mr. Enfield stated that the county will be holding a training in the fall in conjunction with the Adirondack Park Agency.

Mr. Enfield stated that Sunset Bay will be coming back. He indicated there were some changes he would like to address on the whole application and suggested that the applicant start with a new application all together.

D. Other:

Mr. Miles inquired on the Winney RV Park and inquired what is going on as it appears there have been some clearing on it.

Mr. Enfield reminded Planning Board members that the RV Park was part of the remediation of the mining permit.

Mr. Barbosa stated he would do site visits to see what has occurred and report back to the Planning Board.

VI. CLOSE OF THE MEETING:

MOTION: To close the meeting at 7:01 pm

MADE BY: Jerry Moore

SECONDED: Aaron Howland

VOTE: Unanimous