

**TOWN OF MAYFIELD PLANNING BOARD  
OCTOBER 21, 2015  
6:00 P.M.  
TOWN OF MAYFIELD TOWN HALL**

**MEETING NOTES**

**PRESENT:**

**JOHN KESSLER, VICE CHAIRMAN  
AARON HOWLAND  
ROBERTA RICCIARDI**

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

**OTHERS PRESENT:**

**DEBORAH RUPERT  
JOHN FLETCHER  
CATHY FLETCHER**

**I. CALL MEETING TO ORDER:**

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

**II. APPROVE MINUTES OF LAST REGULAR MEETING:**

MOTION: To approve the minutes to the September 16, 2015 meeting.

MADE BY: Roberta Ricciardi

SECONDED: Aaron Howland

VOTE: 3 in favor, 0 opposed

**III. JOHN FLETCHER – SUBDIVISION ALONG NINE MILE TREE ROAD:**

A. Background:

John Fletcher would like to subdivide a piece of property along the west side of Nine Mile Tree Road (Tax Map Parcel No. 151.-6-5). The

property is approximately 119+/- acres in size and stretches across NYS Route 29A. Mr. Fletcher would like to create a 10.32 acre building lot, north of NYS Route 29A, along the west side of Nine Mile Tree Road.

B. Planning Department and Code Enforcement Office 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: The location map included on the subdivision plat does not give a clear indication of how much property is owned by the applicant.

DISCUSSION: After briefly discussing the location of the property, Planning Board members felt that the boundary lines of the entire parcel should be highlighted on a location map.

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: There are no topographic features shown on the subdivision plat.

DISCUSSION: The Planning Board felt that the topographic features of the new building lot should be identified.

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.

5. All available utilities on all existing streets.

STATUS: ?

DISCUSSION: John Fletcher explained to Board members that the closest National Grid power line is approximately 1,500 feet away from the new building lot and is located near the intersection of NYS Routes 29A and Nine Mile Tree Road.

County Senior Planner Sean Geraghty asked Mr. Fletcher if anyone has contacted National Grid regarding the extension of electric services?

Mr. Fletcher indicated that they have not.

Mr. Geraghty suggested to Board members that a notation be placed on the drawing explaining that National Grid electric lines are approximately 1,500 feet away from the new building lot.

Planning Board members agreed.

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: There are no percolation test results identified on the subdivision plat.

DISCUSSION: The Planning Board indicated that percolation tests for the new building lot must be provided on a revised plat.

7. All existing restrictions on the use of land including easements, covenants and zoning lines.

STATUS: There are no easements or covenants identified on the subdivision plat.

DISCUSSION: Mr. Fletcher indicated that there were no easements or covenants to be identified on the subdivision plat.

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: Provided.

10. The proposed subdivision name and the name of the Town and County in which it is located.

STATUS: The subdivision plat that has been presented to the Planning Board is titled "Proposed Subdivision of Lands of Woodrow W. Fletcher Estate" prepared for Deborah L. Rupert.

DISCUSSION: Mr. Geraghty noted that the title of the subdivision plat should identify the property owners that will own the former lands of Woodrow Fletcher. Mr. Geraghty noted that this would include Deborah Rupert.

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: Provided.

13. A statement must be included on the subdivision plat regarding the Town's Right To Farming Law which states, "It is the policy of this State and this Community to preserve, 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 perspective 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: 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 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: To authorize the filing of a negative declaration under SEQR for this proposed action since:

1. There is sufficient acreage available to create a new building lot from the original tract of land.
2. There will be no traffic implications resulting from the proposed action.
3. Although public utilities are not readily available to the site, any necessary extension of utility lines to service the new building lot will have very little impact on the neighborhood.

MADE BY: Aaron Howland  
SECONDED: Roberta Ricciardi  
VOTE: 3 in favor, 0 opposed

D. Fulton County Agricultural District No. 1:

In accordance with Section 305-a of Article 25AA of the Agriculture and Markets Law of New York State, any subdivision 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 receive notice of the proposed action. The Fulton County Planning Department will forward a letter and an Agricultural Data Statement to Agricultural District property owners within 500' of John Fletcher's proposed subdivision.

DISCUSSION: Mr. Geraghty noted that the property is located within Fulton County's Agricultural District and, therefore, agricultural property owners within 500' will be notified of this proposed action.

E. Planning Board Action:

In accordance with Article V of the Town of Mayfield Subdivision Regulations, the Planning Board, within sixty-two (62) days from the time it determines a preliminary plat for a proposed subdivision to be complete, shall hold a public hearing on the subdivision application. Consequently, does the Planning Board wish to schedule a public hearing on John Fletcher's subdivision application at this time?

MOTION: To schedule a public hearing on John Fletcher's subdivision application for a piece of property along Nine Mile Tree Road for 6:00 p.m., Wednesday, November 18, 2015.

MADE BY: John Kessler  
SECONDED: Aaron Howland  
VOTE: 3 in favor, 0 opposed

**IV. CLOSE OF THE MEETING:**

MOTION: To close the meeting at 6:15 p.m.

MADE BY: Aaron Howland  
SECONDED: Roberta Ricciardi  
VOTE: 3 in favor, 0 opposed