

**TOWN OF MAYFIELD PLANNING BOARD  
JANUARY 18, 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 PREVIOUS MEETING:**

MOTION: To approve the minutes of the December 14, 2022 meeting.

MADE BY: Aaron Howland

SECONDED: Richard Miles

VOTE: 5 in favor, 0 opposed

**III. GEORGE AND CHRISTINE VALLONE (110 WAGONER LLC) – SPECIAL USE PERMIT FOR A 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 a 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 the general public. Excludes RV Park/Campground.” It is an allowed use under Special Use Permit.

DISCUSSION:

Christian Garber, P.E., MCJ Construction, provided an update to the Town of Mayfield Planning Board and indicated that, since the last meeting, the Vallones purchased the property from the Lanzi family. He stated that there has been some work with the placement and size of the initial cabins and is working with the Adirondack Park Agency on the project.

Subsequently, Mr. Garber mentioned that the north side of the parcel are Adirondack Park Agency Wetlands and the project layout was amended so the wetlands were not affected.

B. June 16, 2022 Concept Review:

During the June 16, 2022 meeting, the Town of Mayfield Planning Board began reviewing George and Christine Vallone’s Concept Plan for Tourist Accommodations along NYS Route 30 in the Town of Mayfield. At that time, the Planning Board recognized there was a lot of information still needed from the Adirondack Park Agency (APA) and decided to hold off further review until more information was made available by the applicant. However, the Planning Board did ask that the following information be provided before any further review takes place:

1. A letter of authorization from the current owners of the property that specifies Christian Garber P.E. to represent them during the Planning Board meetings.

STATUS: Not Provided

DISCUSSION:

Fulton County Senior Planner Aaron Enfield stated the Planning Board requested this information during the June Meeting and is still necessary. He stated that an email from one of the applicants will suffice.

*Post-Meeting Note: George Vallone, the applicant, sent an email to Mr. Enfield indicating that Christian Garber, MCJ Construction, can represent him and the project during Planning Board meetings.*

C. Fulton County Planning Department Review:

1. The title of the drawing, including the name and address of the applicant and person responsible for preparing said plan.

STATUS: Provided.

2. Both existing and final contours shall be shown. Unless otherwise allowed by the Planning Board, the plan shall be at a scale of 1 inch equals 50 feet, with two-foot contours showing the topography of the parcel within 100 feet of the area under review.

STATUS: Provided.

3. North arrow, scale and date.

STATUS: Provided.

4. The boundaries of the property plotted to scale. Current zoning classification of property, including exact zoning boundary if in more than 1 district.

STATUS: Provided.

5. Existing watercourses and wetlands.

STATUS: Provided.

6. A grading and drainage plan, type of construction, proposed use and exterior dimensions of all buildings.

STATUS: Partially Provided.

DISCUSSION:

Mr. Enfield indicated that the type of construction on all new buildings will need to be provided.

Mr. Garber stated that each of the cabins will be modular.

Planning Board Member Jerry Moore stated the Planning Board would also like to have the elevations of each of the proposed buildings.

Mr. Garber mentioned he would provide that to the Planning Board.

7. The location and widths of driveways on the site and access to existing roads and highways. Location to nearest intersection of public roads to be provided. Location, design and type of construction of all parking and/or truck loading areas, including access and egress.

STATUS: Provided.

8. The location and dimensions for pedestrian access.

STATUS: N/A

9. The location for outdoor storage, if any.

STATUS: N/A

10. The location and size of water and sewer lines and appurtenances. Any means of water supply or sewage disposal should be described, including location, design and construction materials, and shall comply with all requirements of the New York State Department of Health and New York State Department of Environmental Conservation.

STATUS: Partially Provided.

DISCUSSION:

Mr. Enfield stated the design and information on the holding tank for Cabins #1, #2, and #3 will need to be identified and located on the Site Plan, similar to the septic system for Cabin #4.

Mr. Garber stated that he would provide the information on the Site Plan when they have it available.

Mr. Enfield indicated that he did not see a well or septic system for the existing one-story wood frame house.

Mr. Garber stated that he identified an area where the existing septic system is. He labeled it on the Site Plan as 'reputed location of SDS' on C-3. Subsequently, he mentioned he left off the well next to the home, but it will also be supplying water to Cabin #4 as well.

Chairman Kessler expressed concern that numerous buildings were being supplied by only two water sources.

Mr. Enfield reminded Chairman Kessler that a majority of the buildings are seasonal and that New York State Department of Health (DOH) will be providing feedback when the Town of Mayfield Planning Board does SEQR Coordination with State agencies.

11. The location of fire and other emergency zones including the location of fire hydrants.

DISCUSSION:

Chairman Kessler stated that a 911 number for the property will need to be provided.

12. The location, design and construction materials of all energy distribution facilities, including electrical, gas and alternate energy.

DISCUSSION:

Mr. Enfield inquired if the applicant had any dialogue with the Adirondack Park Agency (APA) on how they would like the utilities?

Mr. Garber stated he has not but indicated they will most likely be aboveground.

13. The location, size, design, and type of construction of all proposed signs.

STATUS: Not Provided.

DISCUSSION:

Mr. Kessler inquired if the applicants plan to have a sign at the end of the road to alert renters where the cabins were.

George Vallone, the applicant, stated he did not intend to have a sign at the end of the road. He indicated that he might put up a sign that said "Wagoner Road Private Drive." However, he mentioned the sign was still in preliminary discussion.

Chairman Kessler stated that the Planning Board will need to review the sign.

14. Landscaping Plan.

STATUS: Not Provided.

DISCUSSION:

Chairman John Kessler mentioned that the Vallone's Special Use Permit is a commercial project and that a Landscaping Plan will be necessary for the Planning Board to Review.

Planning Board Member Rich Miles agreed with Chairman Kessler that a Landscaping Plan will need to be provided.

15. The location and amount of building area proposed for retail sales or similar commercial activity.

STATUS: N/A

DISCUSSION:

Mr. Kessler inquired if the applicants planned on having a check in?

Mr. Vallone, applicant, indicated that there will be not a check-in building or any retail sales on the property.

16. An estimated project construction schedule.

STATUS: Not Provided.

DISCUSSION:

Mr. Garber indicated that the project is expected to commence in spring/summer of 2023.

17. State Environmental Quality Review information and completed forms as may be required.

DISCUSSION: Provided.

18. Easements, covenants, deeded restrictions.

Status: Not Provided.

DISCUSSION:

Mr. Garber stated there are no easements, covenants, or deeded restrictions on the parcels.

19. A location map, to be prominently provided on the first sheet of plans.

STATUS: Provided.

20. A signature line, to be provided for the Chairman of the Planning Board.

STATUS: Provided.

21. Lot Line Adjustment of the four (4) parcels will be necessary.

DISCUSSION:

Mr. Enfield mentioned that the applicant might want to come and do a Lot Line Adjustment on the four (4) parcels as they go through the planning review process. He stated it would be better to have the Lot Line Adjustment done before the final Site Plan is approved.

Mr. Garber inquired if he would be able to bring that to the Planning Board in February as a separate agenda item?

Mr. Enfield stated that he would be able to do that.

Mr. Miles mentioned that before the Planning Board reviews the next submittal on the Special Use Permit, the properties should be joined.

22. Garage:

DISCUSSION:

Mr. Enfield indicated that in C-1 the garage will be renovated to car garage. However, C-2 shows a new location.

Mr. Garber stated that C-1 was an earlier rendition of the project. He mentioned he would remove that from the Site Plan.

23. Hudson River Black River Regulating District taking line.

DISCUSSION:

Mr. Enfield stated that the 771' taking line from the Hudson River Black River Regulating District must be located on the Site Plan.

Mr. Garber agreed that he would add that to the Site Plan.

24. Lighting:

Planning Board Member Rich Miles inquired on what type of lighting will be used on the property?

Chairman Kessler inquired if they were going to be wall packs?

Mr. Garber stated that conventional lighting will be used.

25. Garbage:

Chairman Kessler stated that given the project that a dumpster will be necessary. He also mentioned that if a dumpster is necessary that it will need to be fenced, and the product used will need to be reviewed by the Planning Board.

26. Wagoner Road:

Mr. Miles inquired if Wagoner Road was a public or private road?

Mr. Vallone stated that the road was private.

Code Enforcement Officer Damon Curley stated that he had conflicting data on whether the road was Harvey Road or Wagoner Road. He stated that one of the parcels identify the road as Harvey Road and stated that clarification will be needed.

Mr. Garber stated that he will need to look into this.

D. Adirondack Park Agency:

DISCUSSION:

Mr. Garber indicated that he is currently working with the Adirondack Park Agency (APA). He mentioned they have not indicated what type of classification the project will be.

Mr. Garber also indicated a Stormwater Pollution Prevention Plan (SWPPP) will be necessary for this project and is currently working on one for the APA.

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

In accordance with NYS General Municipal Law Section 239-m, the Town of Mayfield Planning Board shall refer projects to the Fulton County Planning Board to assess any regional impacts that are within 500' of a municipal boundary, county or state existing or proposed road, a county or state existing or proposed park or recreation area, a county or a state-owned property (existing or proposed, on which a public building or institution is location), or a farm operation located within an agricultural district. Project referrals include Site Plan, Special Use Permit, Zoning Amendments, Comprehensive Plans, or other authorizations which the Board may issue under zoning provisions.

MOTION: To forward George and Christine Vallone's Special Use Permit for Tourist Accommodation at 110 Wagoner Road within the Town of Mayfield to the Fulton County Planning Board for a 239-m Review under New York State General Municipal Law.

MADE BY: Jerry Moore  
SECONDED: Grant Rauch  
VOTE: 5 in favor, 0 opposed

F. 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 was 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 felt that no additional information should be provided as part of the SEQR process.

3. Section 617.6 (b)(3) of 6 NYCRR states that, when an agency proposes to directly undertake, fund or approve a Type I or Unlisted Action undergoing a Coordinated Review with other Involved Agencies, it must, as soon as possible, transmit Part I of the Environmental Assessment Form, completed by the Project Sponsor, or a Draft Environmental Impact Statement (DEIS) and a copy of any application that has been received to all Involved Agencies and notify them that a Lead Agency must be agreed upon within thirty (30) calendar days of the date the Environmental Assessment Form or DEIS was transmitted to them.

This project appears that it may have some environmental impacts and it is recommended that the following agencies be contacted for a coordinated review: New York State Department of Environmental Conservation; New York State Department of Transportation; New York State Department of Health; New York State Office of Parks, Recreations and Historic Preservation; Hudson River Black River Regulating District; and the Adirondack Park Agency.

MOTION: To classify Christine and George Vallone's Special Use Permit application for Tourist Accommodations at 110 Wagoner Road within the Town of Mayfield as an Unlisted Action and to propose that the Town of Mayfield Planning Board serve as the Lead Agency and to offer each Involved Agency 25 calendar days to comment on the Planning Board's proposal to serve as the Lead Agency or on the project itself.

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

G. Planning Board Actions:

Mr. Kessler mentioned there was a lot of outstanding information still needed from the applicant and recommended that the Planning Board hold off on scheduling a Public Hearing.

IV. **OTHER BUSINESS:**

A. **Planning Board Chairman:**

**Sunset Bay Project**

Mr. Kessler stated that he and Mr. Curley met with the applicants of the Sunset Bay project.

Mr. Curley indicated that the applicant would like to be considered as a Resort, despite that the CEO indicated their project was considered RV Park / Campground. Mr. Curley read the definition of both within the zoning ordinance. The Planning Board agreed their project fit the description of an RV Park/Campground. Subsequently, he stated the applicant had an issue with the road bed width and would eventually be seeking a Variance from the Town of Mayfield Zoning Board of Appeals.

Mr. Curley also indicated the project was looking to move the gate of the project and initially add 52 sites while Fulton County add the sewer line up NYS Route 30.

**Resorts**

Mr. Kessler indicated that the Planning Board might want to look at the definition of Resorts.

B. **Code Enforcement Update:**

**Vails Mills Sewer**

Mr. Curley stated that the Vails Mills sewer expansion is currently underway and the corner of County Route 155 and NYS 30 is currently being used as a staging area.

**Lanzi Property at County Route 155 and NYS Route 30**

Mr. Curley stated that despite rumors, that nothing has come before his desk on proposed projects on their property.

**Diane Vallieu**

Mr. Curley stated that Ms. Vallieu is still dealing with the housing issues and wondered if the Planning Board had any recommendation.

Planning Board Member Rich Miles stated that this problem is outside of the concern of the Planning Board and they should not be involved with it.

C. **Fulton County Planning Department:**

**Training**

Mr. Enfield reminded the Planning Board that Friday, February 3, 2023, the Saratoga County Planning Department is hosting an all day training at the Conference Center in downtown Saratoga.

Mr. Enfield mentioned that he confirmed with NYS Department of State Division of Local Government Services that in-person will occur at Fulton Montgomery Community College on Thursday, March 23, 2023. He stated he will have more information by the February meeting on time and topics.

V. **CLOSE OF THE MEETING:**

MOTION: To close the meeting at 6:39 p.m.

MADE BY: John Kessler

SECONDED: Grant Rauch

VOTE: 5 in favor, 0 opposed