

TOWN OF MAYFIELD

PLANNING BOARD

WEDNESDAY, OCTOBER 15, 2025
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
- BONNIE VANPATTEN, ALTERNATE

- X LESLIE LANZI, TOWN BOARD LIASON TO THE PLANNING BOARD
- X NORMAN BARBOSA, CODE ENFORCEMENT OFFICER
- X AARON ENFIELD, FULTON COUNTY SENIOR PLANNER
- X MIKE HARRINGTON, LAMONT ENGINEERING

OTHERS PRESENT: Carol Jablonski, Jacob Gaito, Robert Gaito, Travis Mitchell, Louis Stutzke, Lori DeVoe, Mark Deyle, Joe Hens, Jason Dell, Cassie Kristal, Derek Caldwell, Jason Dell

AGENDA ITEMS:

- Louis Stutzke – Public Hearing – Site Plan Review for expansion of a Commercial Business (Food & Fuel) at 3006-3008 NY-30 (120.-1-10 and 120.-1-11)
- Jacob Gaito – Site Plan Review for a Self-Storage Facility at 111 Woods Hollow Road (136.-9-1)
- Sunset Bay RV Park – Final Determination – Special Use Permit for Sunset Bay RV Park Expansion along Paradise Point Road (88.-4-37.12, 88.-4-18, 88.-4-21, 88.-4-53, 88.-4-20)

I. CALL MEETING TO ORDER:

The meeting was called to order at 6:00 pm

II. APPROVE MINUTES OF THE PREVIOUS MEETING:

DISCUSSION:

Mr. Moore indicated that on Pg. 5. #4 the word should be changed to require instead of allow.

Mr. Moore mentioned that on page 8, Jerry stated that information on ownership of the property was not discussed and mention of it should be included.

MOTION: To approve the minutes of the previous meeting with changes recommended from Jerry Moore.

MADE BY: Rich Miles
SECONDED: Grant Rauch
VOTE: 4 in favor, 0 opposed, 1 abstain (Howland)

III. ABSTENTION:

Mr. Enfield mentioned if any Planning Board member will need to abstain from any application this evening.

Planning Board members indicated they did not.

IV. LOUIS STUTZKE – PUBLIC HEARING – SITE PLAN FOR AN EXPANSION OF A RETAIL OR SERVICE ESTABLISHMENT (FOOD & FUEL) AT 3006 & 3008 NY-30 (120.-1-10 & 120.-1-11):

A. Background:

Louis Stutzke currently owns 3008 NY-30 (Take Map Parcel Number 120.-1-11), which is approximately .54 acres. Mr. Stutzke also owns the business Food and Fuel, located on 3006 NY-30 (Tax Map Parcel 120.-1-10) on property owned by Muhammad Sharif, which is 0.64 acres. Mr. Stutzke intends to expand the Food and Fuel operation onto 3006 NY-30.

The Applicant plans to construct a 6,340 sq ft building, which includes a new wastewater treatment area, a concrete pad with propane tanks, new air pumps, a dumpster with an enclosure, and 32 parking spaces. The applicant is also looking to put four more gas pumps on the property.

The project is located within the Mixed Use 1, and a Retail or Service Establishment is an allowed use under Site Plan Review. A Retail or Service Establishment can be defined as “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.”

There is an existing air tank refilling station, some of which is in a NYSDOT right-of-way.

DISCUSSION: Mr. Dell gave an update on the changes to the Site Plan per the Planning Boards request at the last meeting.

B. Site Plan Review:

During our meeting on September 17, 2025, the Town of Mayfield Planning Board started to review your application for a Commercial Business along NYS-30. The Planning Board asked that the following information be provided before the next meeting:

1. Snow Plan for the property.

STATUS: Refer to sheet LMG-1 in the updated plan set with the area designated. Excess snow will be taken off-site if required.

2. Connect with the Mayfield Volunteer Fire Department for any emergency service needed.

STATUS: Mayfield VFP Fire Chief has been sent the plan for review and comments

3. Connect with the Department of Transportation Region 2 regarding the Department of Environmental Conservation-approved 1998 Reclamation Remediation System from the 1984 spill.

STATUS: We are in the process of obtaining a letter from NYSDEC regarding the 1984 spill to submit to NYSDOT.

DISCUSSION: Mr. Enfield stated that once obtained, it may be good to send a copy of the letter to the Code Enforcement Office to have on hand.

Mr. Stutke mentioned he has had a conversation with his attorney who is dealt with the matter to pull up documents on the matter.

4. Elevation of the proposed building.

STATUS: Elevation of the proposed building from the architect has been included in the submission

5. Colors of the proposed building.

STATUS: A rendering of the proposed building from the architect has been included.

6. Specs. On signage and applicable light for Food and Fuel.

STATUS: The existing Sunoco Sign located on the northwest will remain. There is a building-mounted sign located on the southwest side of the proposed convenience store facing towards NYS-30, as shown in the rendering included with this submission. Lighting will consist of building-mounted downward-facing lights as well as lighting located under the gas pump canopy.

7. Both properties will need to have the same owner.

STATUS: Comment noted

DISCUSSION: Mr. Stutke stated he is working with his lawyer on the best method to approach this. He stated that he will be putting the property in an LLC.

8. Speak with Code Enforcement if a Variance is necessary.

STATUS: Changes have been made to the Site Plan to avoid the requirement of a variance.

FURTHER DISCUSSION:

Chairman Kessler inquired if the Propane tanks were now within the setback.

Mr. Dell indicated that they were.

C. General Municipal Law 239-m:

The Fulton County Planning Board will be reviewing this application on October 21, 2025.

D. NYS DEC Freshwater Wetland Jurisdictional Determination:

In two letters from NYSDEC, dated October 14, 2025, both parcels impacted by this project received a letter of no jurisdiction concerning the freshwater wetland.

E. State Environmental Quality Review:

During the September meeting, the Planning Board classified this project as an Unlisted Action and agreed to do a Coordinated Review. To date, the following comments have been made:

NYS Department of Transportation

In an email dated September 17, 2025, NYSDOT did not have any issue with the project and offered the following comments:

1. A NYSDOT Highway Work Permit will be required for any work performed within the highway right-of-way. This permit is required before the start of work.
2. No equipment or materials shall be staged in the NYSDOT Right-of-Way.
3. All driveways shall be compliant with current NYSDOT Standards & Specifications
 - a. Openings appear to be too wide
4. A work zone traffic control plan will be required for any potential driveway reconstruction.

5. Any proposed signage, advertising, utility poles, landscaping, and parking will need to be located on private property and not on NYSDOT right-of-way.
6. Appears that there are permanent structures within the NYSDOT Right-of-Way
 - a. Specifically, the Can Recycling Shed & The Sunoco Sign
 - b. Any structures that are not able to be moved will require a Use and Occupancy Permit.

DISCUSSION:

Mr. Moore inquired on #6 related to the building in the NYSDOT ROW.

Mr. Enfield stated that their comment is in relation to the reclamation on the 1984 spill. He stated that he feels hold up from approval may come from NYSDOT on the matter, which is why he sent the information to the agency prior to SEQR.

NYS Office of Parks, Recreation and Historic Preservation

In a letter dated September 26, 2025, the office indicated that no properties, including archeological and/or historic, listed or eligible for the NYS and National Registers of Historic Places, will be impacted by this project.

DISCUSSION: The Planning Board agreed that they would like to serve as Lead Agency.

MOTION: To declare Lead Agency.

MADE BY: Grant Rauch

SECONDED: Jerry Moore

VOTE: Unanimous

F. Public Hearing:

The Public Hearing was opened at: 6:16 pm

Speakers:

Carol Jablonski, 176 Berry Road

Ms. Jablonski stated that he appreciated Mr. Stutzke for investing into the community of Mayfield. Subsequently, she stated she had a comment from Jon Close who was not able to be at the meeting tonight “Louis does a lot for the community.”

The Public Hearing was closed at: 6:18 pm

G. SEORA (cont.):

Following the Public Hearing, is there anything that would negate issuing a Negative Declaration on this project?

MOTION: For the Town of Mayfield Planning Board to authorize the issuing of a Negative Declaration under SEQR for Louis Stutzke’s Site Plan Review on a Commercial Establishment (Food and Fuel) due to the following reasons:

1. There are public utilities to service the new building.
2. Per NYSDEC, no freshwater wetlands have been detected on the property.
3. The applicant will work with NYSDOT on documentation necessary from NYSDEC on the 1984 spill;

4. Given the success of the business, the applicant is adding more parking than is required on the project site which will include enough turnaround for emergency services;

And to authorize the Fulton County Planning Department to fill out the Part 2 and Part 3 of the SEAF.

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

H. Planning Board Action:

Following the Public Hearing, the Planning Board has 62 days to render a decision. Would the Planning Board like to take final action at this time?

DISCUSSION:
County Planning Board Decision

MOTION: For the Town of Mayfield Planning Board to approve Louis Stutzke's Site Plan for Food and Fuel along NY-30 with the following conditions:

1. Should negative feedback come back as a result of the Fulton County Planning Board's review, the project will need to come back to the Planning Board;
2. Proof of ownership of both parcels by the same individual;
3. Once information of the reclamation is obtained from NYSDEC, a copy is provided to the Code Enforcement Office.

MADE BY: Aaron Howland
SECONDED: Jerry Moore
VOTE: Unanimous

V. **JACOB GAITO – SITE PLAN REVIEW FOR A STORAGE FACILITY(S) AT 111 WOODS HOLLOW ROAD (136.-9-1):**

A. Background:

Jacob Gaito is looking to construct a Storage Facility at 111 Woods Hollow (136.-9-1), which is approximately 4.60+/- acres in size. The applicant is looking to build one 30'x255' storage facility, one 30'x260' storage facility, one 40' x 265' storage facility, one 20'x235' storage facility, one 20'x110' storage facility, and five parking spots.

The project is located within the Mixed Use 2 Zoning District, and a Storage Facility(s) is an allowed use under Site Plan Review. A Storage Facility is defined 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, or merchandise.*”

The applicant indicated that the storage facilities will be green and brown to align with the Town of Mayfield's comprehensive goal of making buildings more Adirondack-themed.

DISCUSSION:
The Planning Board inquired about the ownership of the property, as it was unclear at the last meeting.

Mr. Gaito (Robert) stated that he and his wife own the property under the business name Woods Hollow LLC. He indicated that he and his son Jacob are looking to start a storage business.

Chairman Kessler asked that larger version of the Site Plan be provided before the next meeting.

A. Site Plan Review:

During the September 17, 2025, meeting, the Town of Mayfield Planning Board began reviewing the application for a storage facility along Woods Hollow Road. The Planning Board requested that the following information be provided before the next meeting:

1. Landscaping Plan along Woods Hollow Road and between 111 Woods Hollow Road and 129 Woods Hollow Road (Douglas Soucy).

STATUS: Mr. Hens (Ingalls) provided an update to the Planning Board and stated that green giant arborvitae would be planted along Woods Hollow Road and between the neighboring property.

2. Type of fencing that will be used along Woods Hollow Road

STATUS: Mr. Hens stated that a split rail fence will be used.

DISCUSSION: Chairman Kessler stated it should be put behind the plantings.

Mr. Enfield stated it would be consistent with the Woods Hollow Campground across the street.

3. Review the turnarounds for emergency services; you may want to speak with the Broadalin-Kenyetto Volunteer Fire Department.

STATUS: Mr. Hens stated that he has reached out to the fire department.

4. Revisit the lighting plan, as it appears there are too many lights. Please make sure they are DarkSky.

STATUS: Provided. The lighting plans has been updated and will include wall packs.

DISCUSSION: Chairman Kessler stated that an image be provided in the next submittal.

5. Elevation of the storage facility

STATUS: ?

DISCUSSION: Mr. Enfield stated it still needs to be provided.

6. While not in the Adirondack Park, the Planning Board asked that the units be brown and green.

STATUS: The applicant has indicated they will be green and brown.

7. Signage should be added that indicates the direction of flow of traffic.

STATUS: Provided. the Applicant will have 25' between each building.

DISCUSSION: Mr. Enfield asked that the applicant look at potential signed.

8. Label the boat storage.

STATUS: Provided.

DISCUSSION:

9. Review parking requirements for a storage facility within the Zoning Code and see what you might be able to do. If necessary, you may need to go to the Town of Mayfield Zoning Board of Appeals. If so, please coordinate with the Code Enforcement Office.

STATUS: N/A

DISCUSSION: After a discussion by the Planning Board, they felt this was no longer applicable.

10. Indicate on the legend all symbols used on the Site Plan.
STATUS: Provided.

11. Snow Plan should be indicated on the Site Plan.

STATUS: Provided.

DISCUSSION: After a back and forth conversation, the Planning Board asked that the snow area by the boat storage be removed.

Other:

A. Weekly garage sales from the storage facility?

DISCUSSION: Mr. Enfield inquired if this will occur onsite.

Mr. Gaito (Robert) indicated that it will not.

B. General Municipal Law 239-m:

The Fulton County Planning Board will be reviewing this application on October 21, 2025.

C. State Environmental Quality Review:

During the September meeting, the Planning Board classified this project as an Unlisted Action and agreed to do a Coordinated Review. To date, the following comments have been made:

NYS Department of Environmental Conservation

In a letter dated October 8, 2025, NYSDEC concurred that the Planning Board should serve as Lead Agency. Additionally, they made the following comments:

1. A Freshwater Wetland Jurisdictional Determination will be necessary
2. Disturbance of an acre or more will require a SPDES General Permit
3. Water Quality Certification from the U.S. Army Corps of Engineers may be necessary if the project will affect federal wetlands.

DISCUSSION: None.

To date, neither the Town of Mayfield Zoning Board of Appeals nor the Broadalbin-Kenyon Fire Department has offered any comments on the project.

DISCUSSION: The Planning Board felt that they should declare Lead Agency on the project.

MOTION: To declare Lead Agency.

MADE BY: Jerry Moore

SECONDED: Grant Rauch

VOTE: Unanimous

D. Planning Board Action:

Article X of the Town of Mayfield Zoning Law indicates that within 62 days from the time the Planning Board determines that a preliminary plat for a proposed subdivision is complete, it shall hold a public hearing on the application. Said hearing shall be advertised in a newspaper of general circulation in the Town at least ten (10) days before such hearing. Does the Planning Board wish to schedule a Public Hearing at this time?

DISCUSSION: The Planning Board felt that they should schedule a Public Hearing in November.

Mr. Enfield indicated that because the Planning Board declared Lead Agency, and will need to make a determination within 20 days, it can be extended if mutually agreed upon. He inquired if both parties agreed to go back the 20 days time-frame.

The applicant and Planning Board agreed.

MOTION: To schedule a Public Hearing and to mutually agree to extend the 20-day time frame of issuing a determination of significance after declaring Lead Agency.

MADE BY: Jerry Moore
SECONDED: Grant Rauch
VOTE: Unanimous

VI. SUNSET BAY RV PARK – FINAL DETERMINATION – SPECIAL USE PERMIT FOR AN RV PARK EXPANSION ALONG NY ROUTE 30 & PARADISE POINT ROAD:

A. Background:

Sunset Bay RV Park, LLC is proposing to expand its RV Park along NYS Route 30 (Tax Map Parcel Nos. 88.-4-18, 88.-4-37.12, and 38.-4-21). The current Park has 299 sites, a water treatment plant, a wastewater treatment plant, a marina with docks, an office building, and a community building. The proposal will be to include an entrance along NYS-30, where a curbcut is currently located. As a result of wetlands identified by the APA, the scope of the RV sites has decreased. The new site will have a total of 656 RV Units.

The project is to be connected to Sewer District #5 along NYS Route 30.

The properties are within the Mixed-Use and Agricultural 2 Zoning Districts, and an RV Park / Campground is an allowed use within both Zoning Districts. According to the Town of Mayfield 2017 Zoning Ordinance, a RV Park/ Campground is defined as “*Any parcel of land which is planned or improved for the placement of 3 or more RVs or 3 or more campsites for tents or any other similar form of outdoor accommodations, which are used as temporary living quarters.*” Given the Town’s Zoning for RV Parks, the applicant is well below the maximum number of RV sites within the RV Park.

The project is within the Adirondack Park and classified under the Moderate Intensity Use of the Adirondack Park Agency. The Planning Board classified the project as a Type II Action under SEQRA, as there is a special provision for Class A and Class B Actions within the APA. This project is a Class A project.

One of the parcels is currently enrolled into Fulton County Agricultural District #1. In the spring of 2025, the owner requested to be removed.

B. September 17, 2025 Planning Board Meeting:

During the September 17, 2025, meeting, the Planning Board continued their review of the Special Use Permit Application. The Planning Board reviewed draft conditions on the project, and provided feedback to municipal personnel and consultants. Comments from the public hearing were brought up and answered. A concerns the Planning Board had was whether or not the applicated would need to do a Lot Line adjustment on the property.

In a September 25, 2025, telephone call with Town Attorney Brett Preston, Fulton County Senior Planner Aaron Enfield was informed that as Mr. Becker owns all the lots where Sunset

Bay RV Park expansion will occur, a Lot Line adjustment is not necessary and asking for it fromis beyond the scope of work of the Town of Mayfield Planning Board.

C. 3rd Party Technical Review:

Mr. Harrington gave an overview of the technical review that he did with the latest set of drawings. He mentioned majority of it was standard housekeeping that can be party of one of the potential conditions. He indicated that the one concern he had was if the Planning Board would like to see the sewer portions that are being designed by Fulton County, which will be located by the NY-30 entrance.

After a back and forth conversation, it was agreed upon that Mr. Barbosa will review it and should it deem worthy of coming back to the Planning Board, here will send back at that time.

D. Planning Board Action:

DISCUSSION:

Mr. Enfield read out the conditions for Sunset Bay and asked the Planning Board members to stop and ask questions should they have any questions.

MOTION:

The Town of Mayfield Planning Board hereby approves 357 additional RV Units (656 units total) for Sunset Bay RV Park along NY-30 and Paradise Point Road, with the following conditions:

1. There shall be specific performance of the approved Site Plan drawings titled “RV Park Extension for Sunset Bay Vacation Resort”, last revised on September 26, 2025, consisting of 30 plan sheets prepared by Environmental Design Partnership, LLP and all other specifications, renderings, design reports, and related project submissions as of their last revision date.
2. Applicant shall adequately address outstanding Planning Board comments identified at the October 15, 2025, meeting and incorporated in the Town Engineer’s pending comment memo(s).
3. NYSDOH will review and approve the new well and water supply system. Property owners within 1500 feet of the existing and proposed wells shall be afforded the opportunity to have their wells monitored during the Applicant’s hydrogeological testing of the new well to confirm that there will not be a significant impact on the adjacent water supplies.
4. Only seasoned hardwood shall be approved for use in camp fires. Applicant shall add this provision to the campground policies. Related to this, Air Quality Index (AQI) shall be posted at various locations within the RV Park to indicate poor weather conditions for campfires. It is expected that postings shall be placed on social media outlets and also at the RV Park entrances.
5. Access Gate data shall be sent annually at the end of the season to the Town of Mayfield Code Enforcement Office and the Fulton County Planning Department starting after completion of the first phase and continuing for 5 years after the full build-out of the project. Data shall be in the format requested by the Town of Mayfield Code Enforcement Office.

6. Vegetative screening and fencing shall be provided along the new campground expansion area on the Paradise Point Road frontage. Screening and fencing shall be constructed in accordance with the Site Plan drawings. This work shall be completed as part of Phase 1.
7. Vegetative screening and fencing of the existing campground area shall be provided on the Paradise Point Road frontage. Screening and fencing shall be constructed in accordance with the Site Plan drawings; any necessary field changes due to site conditions shall be approved by the Code Enforcement Officer. This work shall be completed prior to the beginning of Phase 1.
8. Applicant shall post financial security to be approved by the Town Attorney for tree and landscaping replacement such that all planted trees and landscaping are alive and viable after five (5) years from planting. Thereafter, all landscaping on the approved plans shall be maintained and replaced, if necessary, until such time as the on-site buildings are removed and the project site ceases to be used for commercial purposes.
9. Site signage shall be formally reviewed during the building permit application process. This shall also include review the required off-site signage to direct campers and visitors to the proper access gates. This work shall generally be completed as part of Phase 1 with the understanding that actual sign installations shall occur concurrent with each respective phase.
10. Within the new section, the access gates along Paradise Point Road shall be used only for emergency or staff purposes.
11. There shall be no on-site disposal or burning of clearing, construction, and demolition debris.
12. All notes on the Site Plan documents constitute conditions of approval.
13. The Applicant shall obtain all permits and approvals necessary for the Project, including payment of all application fees and any outstanding fees or expenses, including review escrow fees.
14. Provided all required approvals are received, the Applicant may apply for a building permit and proceed with Phase 1 of the project; however, no new sites may be occupied until the municipal sewer system has been installed and approved for service. Subsequent phases and/or land disturbance outside the limits of Phase 1 may not proceed until the municipal sewer system has been installed and approved for service.
15. All permits and approvals issued (or to be issued) for the Project by other agencies, including, as applicable, APA, NYSDEC, NYSDOT, NYSDOH, USACOE, and the Town of Mayfield Code Enforcement Department, shall be fully complied with.
16. The escrow account that was previously established shall be maintained and funded to permit technical assistance and inspections that the CEO may need during the construction phase and to provide any other technical or legal assistance needed by the Town through the end of the construction phase(s) and issuance of Certificate(s) of Occupancy.
17. These conditions shall run with the land, and subsequent owners, operators, and tenants are bound thereby.

18. Upon receipt of required approvals, final plans shall be submitted in the final form and ready for the Planning Board's final approval and signature.

MADE BY: Aaron Howland
SECONDED: John Kessler
VOTE: Unanimous

VII. OTHER BUSINESS:

A. Town Board Liaison:

Ms. Lanzi stated that the Town approve sewer extension to Jockeyville Estates.

Ms. Lanzi mentioned that the Town Board approved the Fulton County Hazard Mitigation Plan (2021)

B. Code Enforcement Officer:

Mr. Barbosa stated that Grant Rauch and Aaron Howland still need a few more hours of training.

Mr. Enfield stated that they can contact the office or look in their email regarding other events elsewhere in the region.

C. Fulton County Planning Department:

Mr. Enfield mentioned that a Town in a neighboring county is looking at banning cryptocurrency/datamining, such as Bitcoin. He indicated that while the Town of Mayfield may not have a surplus of energy, they should be looking ahead. He indicated that they do make a lot of noise due to the fans that are used to cool off.

Mr. Barabosa agreed with Mr. Enfield.

Planning Board members had a brief conversation on the topic.

VIII. CLOSE OF THE MEETING:

MOTION: To close the meeting at 7:09 pm

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