

TOWN OF MAYFIELD

PLANNING BOARD

WEDNESDAY, MAY 21, 2025
6:00 P.M.

MEETING NOTES

PRESENT:

X JOHN KESSLER
X AARON HOWLAND
X RICHARD MILES
JERRY MOORE
GRANT RAUCH
DAVID JANKOWSKI, ALTERNATE
X BONNIE VANPATTEN, ALTERNATE

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

OTHERS PRESENT:

Mike Angus, Peter Stearns, Kathy Stearns, Mark Deyle, Carol Jablonski, Joe Giardino, Travis Mitchell (Environmental Design Partnership), Joseph I Graham

AGENDA ITEMS:

- Adirondack Shed Company – Public Hearing on a Site Plan Review for Shed business at 3734 State Highway 30, corner of County Highway 106 (Black Street) (40.-6-4.3)
- Sunset Bay RV Park –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. APPOINTING PLANNING BOARD ALTERNATE FOR THE MEETING:

MOTION:	To appoint Planning Board Alternate Bonnie VanPatten to serve as a member during the May 2025 Planning Board meeting.
MADE BY:	Rich Miles
SECONDED:	Aaron Howland
VOTE:	Unanimous in favor

III. APPROVE MINUTES OF THE PREVIOUS MEETING:

MOTION: To approve the minutes of the previous meeting.

MADE BY: Aaron Howland

SECONDED: Rich Miles

VOTE: Unanimous in favor

IV. ADIRONDACK SHED COMPANY – PUBLIC HEARING SITE PLAN REVIEW FOR A RETAIL ESTABLISHMENT AT 3734 STATE HIGHWAY 30 AT THE CORNER OF BLACK STREET (40.-6-4.3):

A. Background:

Rose Industries is looking to utilize a portion of their property at 3734 NYS-30 (SBL Property 40.-6-4.3). Approximately 0.5 acres will be used to sell around 36 premade sheds. The lot size is approximately 1.24 acres. The applicant has indicated that they will be putting a sign on the property. He is looking to rent out his property at the corner of County Highway 106 (Black Street) and NYS-30. No water will be used, and a portable toilet will be provided for employees. While the property is part of the sewer district, it will not be utilized.

The project is located within the Resource Hub, 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.

B. April 16, 2025 meeting:

During the meeting on April 16, 2025, the Mayfield Town Planning Board began reviewing the aforementioned project. At that time, the Planning Board requested that the following information be provided:

Item	Status
1. A location map on the Site Plan	Not Provided
2. Coordinate with the Town’s Code Enforcement Office on issues related to signage	Code Enforcement Officer to work with the applicant to implement the sign during the permitting period
3. Removal of the gravel entrance along County Highway 106 (Black Street)	Not Provided.

DISCUSSION:

Mr. Giardino indicated that he had not received the items from Chris Foss before the meeting.

Mr. Miles stated that he felt the entrance along County Highway 106 should be kept as a ‘working entrance’ on an as-needed basis by the staff. He mentioned that it should be roped off for everyday use, but when deliveries or purchases occur, it can be opened up for temporary access.

The Planning Board was in favor.

C. General Municipal Law 239-m:

During their monthly meeting on May 20, 2025, the Fulton County Planning Board, pursuant to GML 239-m, reviewed the project for any regional implications. The Planning Board recommended that the project be approved with the following modifications:

- Move the front row of sheds to negate sight line impacts when cars exit from County Route 106 (Black Street)
- Have a clear delineation of the curb along NYS-30 and the project site, specifically distinguishing between gravel and blacktop.
- Add additional grass seed to the property to make it look more aesthetically pleasing.

DISCUSSION:

Mr. Barbosa stated that the setbacks should be followed, which are 25' off NYS-30 and 15' off County Highway 106, as the Site Plan may not accurately reflect this.

Mr. Giardino indicated he would comply with the Code requirements. He also stated that he is working to get the area landscaped, which may prove difficult due to its location on a State Highway, especially during the winter months.

MOTION: To accept the Fulton County Planning Board recommendation.

MADE BY: Rich Miles
SECONDED: Bonnie VanPatten
VOTE: Unanimous in favor

D. State Environmental Quality Review:

In April 2025, the Planning Board declared the project an Unlisted Action and opted for an Uncoordinated Review.

MOTION: To declare Lead Agency.

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

E. Public Hearing:

The Public Hearing was opened at 6:09 pm
 Speakers: None
 The Public Hearing was closed at 6:10 pm

F. SEQRA (Cont.)

Following the Public Hearing, is there any additional information that would negate the Planning Board from issuing a Negative Declaration?

MOTION: To authorize a Negative Declaration under SEQRA due to the following reasons:

1. There will be minimal traffic increases to this project.
2. No environmental impacts will occur as a result of this project
3. The project aligns with other projects in the Resource Hub Zoning District.

To authorize the Fulton County Planning Department to fill out Parts 2 & 3 of the SEAF.

MADE BY: Bonnie VanPatten
SECONDED: Rich Miles
VOTE: Unanimous in favor

G. Planning Board Action:

At the close of the Public Hearing, the Planning Board has 62 days to make a final determination. Does the Planning Board wish to decide at this time?

MOTION:

To approve Rose Industries Site Plan Review for a Business Service (Adirondack Shed Company) at 3734 NY-30 at the corner of Black Street (County Highway 106) with the following conditions:

1. The working entrance along County Highway 106 will be kept closed and opened at the discretion of the staff.
2. The sheds need to comply with the setbacks of 25' off NYS-30, and 15' off County Highway 106
3. The location map needs to be placed on the Site Plan.

MADE BY:

Richard Miles

SECONDED:

Aaron Howland

VOTE:

Unanimous in favor

V. **SUNSET BAY RV PARK – 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 curbside is currently located.

The properties are located within the Mixed-Use and Agricultural 2 Zoning Districts, and an RV Park/Campground is an allowed use in both Zoning Districts. According to the 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 three or more campsites for tents or any other similar form of outdoor accommodations, which are used as temporary living quarters.

The project is located within the Adirondack Park and is classified under Moderate Intensity Use by the Adirondack Park Agency.

There are parcels within 500' that are enrolled into Fulton County Agricultural District #1, which the owner has requested to be removed, and no wetlands have been identified.

B. Highway Superintendent:

In a phone conversation dated May 21, 2025, between Fulton County Senior Planner Aaron Enfield and Town of Mayfield Highway Superintendent Jeff Martin, Mr. Enfield indicated that no new traffic would be allowed to travel down Paradise Point Road, as internal barriers would prohibit it. He mentioned that there would be only one reason to do so, and that would be during an emergency. Superintendent Martin was very pleased to hear about this and had no further concerns with the project from the Town's Highway Department, as he was happy with the project's development to mitigate traffic on a local road.

C. Adirondack Park Agency

Mr. Mitchell stated that he received comments back from the Adirondack Park Agency on May 7, 2025. He stated that a sign-off from the New York State Office of Parks, Recreation and Historic Preservation (SHPO) is necessary due to the Dennie Family burial ground. Mr. Mitchell indicated that the Phase II involved burrowing thousands of holes into the ground in a 50'x50' area. He mentioned that nothing significant was discovered.

Mr. Mitchell mentioned that APA will not approve until SHPO approves.

Mr. Enfield requested that a full copy of the APA comment letter be sent to the Town of Mayfield Code Enforcement Office in case anyone would like to view it.

D. April 2025 Planning Board Meeting:

During the April 16, 2025, meeting, the Planning Board discussed the following items as part of the broader concerns related to the project. (1) Traffic; (2) Smoke from personal fire pits; (3) Screening; and (4) Fencing. Any remaining topics will be discussed at a later date.

1. Traffic:

Mr. Enfield stated that in the future, should there be concerns about traffic, the Town could request gate data from the applicant for review, should complaints arise from individuals on Paradise Point Road. If the data indicates a substantial increase, the Planning Board may want to reconsider the separation.

2. Smoke:

Mr. Mitchell provided a scope of the rules and regulations regarding smoke and fire pits for the RV Park.

Chairman Kessler requested that 'seasoned hardwood only' be added to the regulations, as the General Manager previously indicated that only hardwood is burned.

Vice Chairman Howland agreed with the Chairman and indicated that, hypothetically, there would be 600 fires burning at once, which would impact that neighborhood.

Planning Board members had a back-and-forth conversation regarding smoke and wood types.

Ms. VanPatten stated that she understands the Planning Board members' concerns, but noted that the monitoring would be complicated.

Mr. Miles concurred with Ms. VanPatten.

Vice Chairman Howland stated that what we are requesting is not a stretch, given all the fires that have occurred, there would be environmental impacts that could result from this.

Mr. Miles indicated that the Planning Board should have the same rights as everyone else within the Town, as they are paying to stay in the Town, just like the residents.

Chairman Kessler indicated the difference is between residential homes and a commercial business, of which Sunset Bay is.

Mr. Barbosa indicated that Sunset Bay can be seen as an HOA, and some provisions can be made.

Mr. Harrington mentioned that the difference between a residential area and this project is density. He stated this project is a Planned Unit Development (PUD) and fire protection should be taken into consideration, such as smoke. He stated that what the Planning Board is asking for is something that is not out of bounds, and the item being requested is already something that can be more easily obtained.

Mr. Mitchell stated that he would speak with the applicant and also request that the vendor, which sells wood to residents of Sunset Bay, only sell hardwood.

3. Vegetation and Screening:

Mr. Mitchell provided an overview and indicated the change that Vice Chairman Howland had requested regarding the fencing, which features green slats.

4. Wells:

Mr. Mitchell indicated that the application has been sent to the Department of Health (Herkimer Office) for review. He noted that this process may take some time before it is fully approved. He noted that in past projects, the board has reviewed it and could take some time, and a condition was placed on the approval.

Mr. Harrington questioned the design of the water treatment facility.

Mr. Mitchell stated that once the wells have been approved, the design of the water treatment facility will occur.

The Planning Board had no comments and was okay with this process.

5. OTHER

- i. ARC Lexington: Mr. Enfield stated that the nonprofit will not be issuing a written statement, as their concern was traffic-related, which will no longer be an issue given the internal separation between the two sites.

E. Lamont Engineering:

Mr. Harrington inquired if the Planning Board was okay with the internal layout of the division between the two.

The Planning Board had no concerns.

Mr. Harrington inquired about how boats from the new section would be able to access the new section.

Mr. Mitchell indicated that the matter would be handled on a case-by-case basis by the staff at Sunset Bay.

F. Fulton County Agricultural District #1:

On May 13, 2025, the Fulton County Farmland and Agricultural Protection Board convened as part of the eight-year review of parcels within the district. The board unanimously approved to take the parcel out of the Ag. District. It may take several months for the Board of Supervisors to make the final approval.

G. Planning Board Action:

Does the Planning Board feel comfortable reconvening the Public Hearing?

DISCUSSION:

Mr. Miles inquired about the number of times a Public Hearing can be reconvened.

Mr. Enfield stated, as many times, that the Planning Board desires.

The Planning Board determined that a second mailing with Certified Mail Return Receipt was necessary, as it is a required part of the Special Use Permit process.

MOTION: To reconvene the Public Hearing for 6:00 pm, Wednesday, June 18, 2025, at Town Hall.

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

VI. OTHER BUSINESS:

A. Town Board Liason

Mr. DeSiderio stated that there will be a Public Hearing on the new fence law, as well as a revision to the Battery Storage Law.

Mr. DeSiderio indicated that the Highway Superintendent had handed in his resignation, as he will be the Director of Highways and Facilities for Fulton County.

B. Code Enforcement Officer:

Mr. Barbosa stated that Dave Edwards has been appointed as the Town's new part-time CEO, who will be responsible for handling violations.

Mr. Miles praised Mr. Edwards for the work he has done in various capacities related to law enforcement in the county, and stated he will be a great fit to handle code violations.

VII. CLOSE OF THE MEETING:

MOTION: To close the meeting at 6:50 pm

MADE BY: Bonnie VanPatten
SECONDED: Rich Miles
VOTE: Unanimous in favor