

**TOWN OF NORTHAMPTON PLANNING BOARD
DECEMBER 11, 2018
7:00 P.M.
TOWN HALL**

MEETING NOTES

PRESENT:

**ROBERT SMITH, CHAIRMAN
STEVEN NAPLE
JACK GROFF**

**MATT GINTER, CODE ENFORCEMENT OFFICER
SCOTT HENZE, FULTON COUNTY PLANNING DIRECTOR**

OTHERS:

I. CALL MEETING TO ORDER:

The meeting is called to order at 7:03 P.M.

II. APPROVE MINUTES OF LAST REGULAR MEETING:

MOTION: To approve the minutes to the November 14, 2018 meeting.

MADE BY: Member Groff

SECONDED: Member Naple

VOTE: 3 in favor, 0 opposed

III. NEW BUSINESS:

A. No New Business.

IV. OLD BUSINESS:

A. CEO Proposed Zoning Amendments 2018:

* See Handout

PLANNING BOARD DISCUSSION: Scott Henze reviewed the amendments to the Town of Northampton Zoning and Subdivision Code 2018 with members. Scott Henze stated that it has been awhile since the Planning Board discussed the proposed amendments. Chairman Smith questioned Item #3 in regards to adding a definition for Senior Housing as to the rationale for restricting a facility to include three (3) but no more than 14 units. Scott Henze stated that, if he recalls, the Senior Housing definition was to be consistent with the Senior Housing definition within the Village of Northville's Zoning Code. Member Naple questioned whether or not this would be a single facility or multiple facilities. Chairman Smith stated that, to his understanding, this would be a single facility that would allow for three (3) individual units but no more than 14. Planning Board members identified that several facilities could be constructed on the same lot. Member Naple questioned whether or not these facilities could be located within areas outside of the Hamlet areas. It was identified that the Senior Housing per Item #4 within Schedule A of the Use Regulations would be allowed via Special Permit within the Rural Residential-1 Rural Residential-2, Medium Density Residential, Hamlet Mixed Used and Mixed Use and Zoning Districts. Planning Board members questioned the Adirondack Park Agency's Density Requirements and Regulations. It was identified that the density requirements would be subject to the particular APA Land Use Classification in which the facility fell. Upon further discussion, the Planning Board agreed to revise the Senior Housing definition to read:

“A facility consisting of three (3) or more dwelling units designed and constructed for the needs of seniors and is subject to management or other legal restrictions that require all of the dwelling units to be occupied by 55 persons years of age or older.”

The Planning Board discussed the map amendments as proposed to the Golf Course District. Planning Board members reviewed the amendments map attached to their document. Scott Henze stated that the three (3) particular properties that are currently located within the Golf Course Zoning District are all residential properties. Chairman Smith asked whether or not the property owners understood that they would be being removed from the Golf Course District and if they would have concerns. Matt Ginter stated that he had been in contact with one of the particular property owners who originally was concerned. However, once explained to the property owner that if they were to request a building permit for a shed that he would have to deny them given the fact that a shed is not an accessory use allowed within the Golf Course District

etc. Matt Ginter stated that once that was explained to them, they requested that their property to be removed from the Golf Course District.

Planning Board members reviewed the definitions changes to the front yard, rear yard and side yard definitions. Matt Ginter explained that he prefers the definitions that are included within the Village of Northville's existing Zoning Ordinance. Matt Ginter reviewed the language within each definition with Planning Board members. Planning Board members agreed that the language within the Village of Northville's existing Zoning Ordinance is clearer and recommended that it be used.

B. COMPREHENSIVE (MASTER) PLAN UPDATE:

1. Background:

During the December 12, 2017 meeting, the Planning Board determined that the Town of Northampton Comprehensive (Master) Plan, that was adopted in 2007, was in need of an update.

During their December 20, 2017 meeting, the Town Board passed Resolution 2017-05 appointing the Planning Board as the Comprehensive Plan Committee to update the Town's Master Plan. * See Resolution.

2. Section 272-A of Town Law:

- Section 272-a of Town Law governs how towns prepare Comprehensive Plans.
- Key components include:

3. Content of Town Comprehensive Plan:

- A. Town Comprehensive Plan may include the following topics at the level of detail:
 - (a) General statements of goals, objectives, principles, policies, and standards upon which proposals for the immediate and long-range enhancement, growth and development of the town are based.
 - (b) Consideration of regional needs and the official plans of other government units and agencies within the region.
 - (c) The existing and proposed location and intensity of land uses.

- (d) Consideration of agricultural uses, historic and cultural resources, coastal and natural resources and sensitive environmental areas.
- (e) Consideration of population, demographic and socio-economic trends and future projections.
- (f) The location and types of transportation facilities.
- (g) Existing and proposed general location of public and private utilities and infrastructure.
- (h) Existing housing resources and future housing needs, including affordable housing.
- (i) The present and future general location of educational and cultural facilities, historic sites, health facilities and facilities for emergency services.
- (j) Existing and proposed recreation facilities and parkland.
- (k) The present and potential future general location of commercial and industrial facilities.
- (l) Specific policies and strategies for improving the local economy in coordination with other plan topics.
- (m) Proposed measures, programs, devices and instruments to implement the goals and objectives of the various topics within the comprehensive plan.
- (n) All or part of the plan of another public agency.
- (o) Any and all other items which are consistent with the orderly growth and development of the town.

4. Process:

- a. The Town Board may, by resolution, appoint the Planning Board or a Special Board to prepare a Comprehensive Plan or Amendment.
- b. Once a Special Committee completes a Comprehensive Plan, the Special Committee must hold its own public hearing.
- c. Once a Special Committee completes its work on a Comprehensive Plan, it shall, by resolution recommend the plan to the Town Board.
- d. The Town Board may refer a proposed Comprehensive Plan to the Town Planning Board for review and recommendation.
- e. Prior to adopting a Comprehensive Plan, the Town Board must:
 - 1. Refer the Plan to the County Planning Board to conduct a 239-m review.
 - 2. Conduct SEQR Review.
 - 3. Conduct its own Public Hearing.

5. Table of Contents:

<u>Current Comprehensive Plan</u>	<u>Proposed Comprehensive Plan</u>
a. Vision Statement	Draft Complete
b. General Recommendations	
c. Demographic Analysis (Town Profile)	Draft Complete
d. History	Draft Complete
e. Social Services (Community Facilities)	Draft Complete
f. Environment and Natural Resources	Draft 12/11/18
g. Water/Sewer	Draft 8/14/18
h. Transportation	
i. Recreation	
j. Economic Development	
k. Appendix A Land Use Analysis	
l. Appendix B APA Land Use Analysis	
m. Appendix C Public Opinion Survey Report	

6. Draft Chapters:

- a. Vision Statement - Draft Complete
- b. Demographic Analysis (Now Town Profile) - Draft Complete
- c. History - Draft Complete
- d. Community Facilities & Services - Draft Complete
- e. Environment and Natural Resources - Draft 12/11/2018

➤ During the October 9, 2018 meeting, Planning Board members recommended various changes to the Environment and Natural Resources draft to include the following:

1. Add a map illustrating the 1892 Adirondack Park Boundary in comparison to the existing boundary of 1972.
2. Add a map illustrating the APA Land Use Classifications within the Town.
3. Add a recommendation in reference to expanding the Town's existing Hamlet area.

PLANNING BOARD DISCUSSION: Scott Henze reviewed the changes made to the draft Environment and Natural Resources section of the Comprehensive

Plan identifying that, during the October meeting date, the Planning Board recommended three (3) changes or additions to the draft as identified within the Agenda. Upon further discussion and review of the Environment and Natural Resources draft, Planning Board members agreed to review at their own time and provide additional comments via e-mail to Scott Henze.

C. WOODWARD LAKE SUBDIVISION UPDATE:

- During the November 14, 2018 meeting, the Planning Board met with representatives of NY Land and Lakes and other key local stakeholders to discuss potential issues/concerns and to address various questions.
- During that meeting, it was identified by the developers that the APA held a 45-day comment period on the preliminary project and that there were eight (8) written comments submitted, three (3) of which were from private individuals and five (5) from environmental groups.
- The Planning Board requested that the developers provide the written comments to Board members.
- The written comments were mailed to Board members on December 5, 2018. * Review Comments.

PLANNING BOARD DISCUSSION: Scott Henze asked Planning Board members how they felt as though the November 14, 2018 joint meeting of local towns, stakeholders and the developers went. Chairman Smith stated that he found that the meeting was very informative and that there were several clarifications addressed during the meeting. Chairman Smith stated that he learned a lot in regards to private versus public roads. Scott Henze stated that one other point that should be considered in regards to a public/private road is in reference to the rural postal delivery. Scott Henze stated that he does not believe as though the post office would deliver road delivery mail down a private road. Scott Henze stated that, if this is the case, that the Planning Board would need to make sure that the location of mail boxes etc. and the facility thereof be considered within the Site Plan Review process. Planning Board members continued to discuss the private versus public roads, as well as the municipal versus private hauling garbage collection. Matt Ginter identified that he found it interesting to learn, during that meeting, that the developer indicated that if the dead end road were to be a Town road, then National Grid would allow for overhead power to be run. However, if it were to be maintained as a private road, then the power lines would need to be buried.

V. CODE ENFORCEMENT REPORT:

- No report.

DISCUSSION: Scott Henze informed Matt Ginter that the Temporary Use Permit issued to a Mr. Cucchi for his seasonal trailer that the Cucchis have not removed the trailer from the site to date. Matt Ginter stated that he would look into it.

VI. CHAIRMAN'S REPORT:

DISCUSSION: Chairman Smith stated that, over the course of the next three (3) meetings, he will have to attend the meetings via remote connection.

VII. CLOSE OF THE MEETING:

MOTION: To close the meeting at 8:45 p.m.

MADE BY: Member Naple

SECONDED: Member Groff

VOTE: 3 in favor, 0 opposed