

**TOWN OF NORTHAMPTON PLANNING BOARD
AUGUST 13, 2019
7:00 P.M.
TOWN HALL**

MEETING NOTES

PRESENT:

**ROBERT SMITH, CHAIRMAN
STEVEN NAPLE
JAMES CONKLING
ROBERT ANDERSON**

**ANTHONY FANCHER, CODE ENFORCEMENT OFFICER
SCOTT D. HENZE, FULTON COUNTY PLANNING DIRECTOR**

OTHER:

**SUPERVISOR GROFF
ED ANCHOR**

I. CALL MEETING TO ORDER:

The meeting was called to order at 7:00 p.m.

II. DISCUSS MINUTES OF LAST REGULAR MEETING:

- Scott Henze was not present during the June 11, 2019 meeting.
- See handout of meeting minutes provided.

PLANNING BOARD DISCUSSION: Scott Henze passed out the June 11, 2019 meeting agenda that was utilized by former Code Enforcement Officer Matt Ginter to depict the minutes to said meeting. Scott Henze stated that he wished to review the draft minutes to that meeting provided by Matt Ginter with Planning Board members given the fact that Mr. Henze was not in attendance during said meeting. Scott Henze questioned the Planning Board's discussion in regards to whether or not the Planning Board deemed the Environment and Natural Resources draft as complete. Chairman Smith stated that his recollection was that the three (3) additions to the Environment

and Natural Resources draft that were outlined within the Agenda had been incorporated into the draft and that the Planning Board deemed that the draft to be complete at that time. Scott Henze stated that he would incorporate those comments within the minutes and that those June meeting minutes will be approved during the Planning Board's September meeting.

III. 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 Draft 8/13/19
- 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 Complete
- f. Water/Sewer
 - Review Water/Sewer chapter
 - Review Village of Northville Comprehensive Plan for Water & Sewer.
 - Review Fulton County Smartwaters report regarding Town of Northampton Water/Sewer infrastructure.
 - Review Town/Village Hamlet Economic Development Plan 2014

PLANNING BOARD DISCUSSION: Scott Henze stated that he mailed out the existing Water and Sewer chapter to the Town's Comprehensive Plan to Planning Board members prior to the meeting date. Scott Henze stated that he also included the draft chapter of Water and Sewer that is identified within the Village of Northville's Comprehensive Plan. Scott Henze then handed out the section of water and sewer infrastructure for the Town of Northampton and Sacandaga Park as is within the County's SMART Waters' Findings Report. Planning Board members briefly reviewed the information in regards to the Town of Northampton Sacandaga Park water and sewer infrastructure as identified within the SMART Waters Findings Report. Scott Henze stated that he would recommend that this information be included within the draft chapter of the Water and Sewer as background information. Planning Board members agreed.

Planning Board members asked Scott Henze to provide a Status Report of the County's initiative to look at the potential feasibility of extending sewer service from the City of Gloversville line on NYS Route 30A into the Town of Northampton. Scott Henze stated that he has developed a Capital Project to hire an engineer to look at the feasibility of extending municipal services from the City of Gloversville line on NYS Route 30A north into the Village of Northville Commercial Center. Scott Henze stated that the County would continue to utilize the Environmental Design Partnership (EDP) who specializes in municipal infrastructure systems to perform the feasibility analysis. Scott Henze stated that this analysis would include several parts that would include what the feasibility and financial cost is to extend municipal sewer service from the City of Gloversville line on NYS Route 30A all the way into the Village of Northville's Commercial Center. Scott Henze stated that the study would also look at the existing municipal wastewater infrastructure along this corridor to include the Village of Mayfield's wastewater treatment plant as well as Sacandaga Park's to determine whether or not those existing infrastructures would have the ability to service portions of the corridor that is not currently serviced. Scott Henze stated that the feasibility study would look to see what the costs are associated with the various options that the study would identify. Scott Henze stated that this is the first step in the process of planning for municipal infrastructure north of the City of Gloversville.

Member Anderson questioned whether or not the study would include incorporating the existing packaged wastewater treatment plant that is utilized by the State of New York at the Northampton Beach State Campground. Scott Henze stated that that particular piece of infrastructure was not identified, however, could easily be incorporated into the study.

Scott Henze passed around the Town of Northampton and Village of Northville Hamlet Economic Development Plan dated December 5, 2014 to Planning Board members. Scott Henze stated that he would also recommend that the Planning Board include recommendations from the Water and Sewer chapter and any of the action items dealing with water and sewer that are identified within this Plan. Scott Henze discussed the importance of including both initiatives within the Village of Northville's Comprehensive Plan, as well as the Hamlet Economic Development Plan, into the Town's Comprehensive Plan if it is something that the Planning Board feels that should be supported in order to be able to incorporate that coordination within potential grant applications.

Planning Board members had a discussion in regards to the acceptance of the Hamlet Economic Development Plan and the various action items and initiatives that may not pertain to the Town of Northampton that should be supported by the Town of Northampton when dealing with specific action items within the Village of Northville. Scott Henze stated that he would take the information obtained from Planning Board members and incorporate them into

a revised Water and Sewer draft to be presented and reviewed at the September Planning Board meeting.

g. Transportation

- Review Transportation chapter.
 - Review Village of Northville Comprehensive Plan for Transportation.
 - Review Town/Village Hamlet Economic Development Plan 2014

PLANNING BOARD DISCUSSION: Scott Henze stated that, like the Water and Sewer chapter, he had mailed out the existing chapter in regards to transportation as well as the Transportation chapter of the Village of Northville's Comprehensive Plan to Committee members prior to the meeting. Scott Henze stated that the reason why he mailed out the Transportation of the Village of Northville's Comprehensive Plan to Planning Board members was for Planning Board members to understand the types of analysis that were incorporated into the Village's Plan such as identifying an inventory of existing roads, as well as road conditions, road maintenance information and traffic counts etc. Scott Henze asked Planning Board members whether or not there were specific types of information in regards to transportation that are identified in the Village's Comprehensive Plan that they would like to have incorporated into the Town's Comprehensive Plan chapter. Planning Board members identified that an updated Transportation Network Map should be included within the chapter, as well as an analysis of mileage of State roads, Town roads and County roads within the chapter. Scott Henze asked whether or not there were any specific other transportation types of information that they would like to include. Supervisor Groff indicated that he would like to see a recommendation that the State speed limit be reduced from 55 mph to 45 mph from approximately the Christiano's pizza building to the intersection of NYS Highway 30 and County Road 123. Supervisor Groff indicated that the State speed limit was reduced along NYS Route 30 from approximately Christiano's pizza building to the NYS Northville boat launch. However, he wished that the State speed limit could be reduced further south. Scott Henze asked whether or not there were any existing intersections that should be identified as being hazardous? Member Conkling stated that the intersection adjacent to his property going outside the Village of Northville sometimes can be hazardous. Planning Board members discussed the particular intersection along South Main Street and County Road 113. Planning Board members identified that the South Main Street Ext. heading outside of the Village does not include a stop sign and therefore a driver can continue to proceed onto Tennantville Road or take a left turn onto Ridge Road or a right turn onto County Road 113. Planning Board members identified that all other roads have a stop sign and it was determined that this intersection is adequate.

Planning Board members reviewed the recommendations within the existing Transportation chapter and identified that the fourth bullet should be deleted that reads: “County Highway 113 from Northville to the Saratoga County line should be enhanced for more traffic, bicycle and pedestrian paths.” as well as the sixth bullet that reads: “County Route 152 from State Highway 30 to Houseman Street entrance should be enhanced for heavy traffic going to the State’s Northampton Campsite.” Planning Board members then discussed the last two (2) bullets in regards to the ownership of the bridge otherwise known as the “Spillway.” Supervisor Groff stated that the Village of Northville owns the street, the Town of Northampton owns the bridge and Hudson-River Black-River Regulating District (HRBRRD) owns the earthen dam. Planning Board members agreed to include that ownership structure within the recommendation that an engineering survey should be conducted on the status and capacity of the Main Street Spillway and to incorporate pedestrian-friendly access. Planning Board members acknowledged that the Village of Northville has included this within their Comprehensive Plan and is trying to progress this initiative along. Scott Henze stated that he would draft such a recommendation in keeping with the Village’s Comprehensive Plan, as well as the Hamlet Economic Development Plan. Planning Board members then discussed the last bullet in regards to the Water Street Bridge. Planning Board members questioned whether or not the Water Street Bridge was a Town bridge or Village bridge. Scott Henze stated that he would research this and incorporate his findings within the recommendation.

IV. REVIEW CEO PROPOSED ZONING AMENDMENTS 2018:

- See handout

PLANNING BOARD DISCUSSION: Planning Board members acknowledged that there were proposed amendments that have been formulated primarily coming from the previous Code Enforcement Officer. Planning Board members identified that, given the fact that they were had been undertaking an update to the Comprehensive Plan, that any said amendments should, at this time, be held off until such time as the adoption of the Plan and the Town’s initiative to update the Town’s Zoning Ordinance per the updated Comprehensive Plan.

V. CODE ENFORCEMENT REPORT:

DISCUSSION: Mr. Fancher indicated that he has begun the code enforcement courses and will continue to do so in the coming weeks. Scott Henze stated that he would like to set up a meeting with the Chairman and the Code Enforcement Officer to discuss how project applications should be handled when submitted to the Code Enforcement Officer and that has the potential of going to the Planning Board.

Scott Henze passed around an Adirondack Park Agency (APA) minor public notice application received, APA Project #2019-0018 dated August 6, 2019, for a minor subdivision application of lands along Bunker Hill Road. Scott Henze asked Mr. Fancher whether or not he has received an application for subdivision on said properties? Mr. Fancher stated that, to his knowledge, there is no such application submitted. Scott Henze stated that, in this case, the applicant must have gone directly to the APA with a Jurisdictional Inquiry Form prior to submittal to the Town.

VI. CHAIRMAN REPORT:

DISCUSSION: Chairman Smith passed around a list of Planning Board trainings for Planning Board members to review and attend. Chairman Smith stated that he would be attending the training session held in Lake George.

Supervisor Groff passed out a draft Local Law imposing a 6-month moratorium on the construction or erection of a Solar Farm in the Town of Northampton. Supervisor Groff stated that, given that the Planning Board is updating the Comprehensive Plan, and that the existing Comprehensive Plan, as well as the Town's existing Zoning Code, does not regulate Solar Farms in the Town, that he is asking the Planning Board to make sure that the Solar Farms are incorporated into the Town's Comprehensive Plan and subsequently updated zoning so that a specific location could be identified within the Town to incorporate solar. Scott Henze stated that, given the fact that the Town has been working on the update to the Town's Comprehensive Plan for some time and that the Zoning Code would then need to be reviewed and updated so that it would be in keeping with the Town's updated version of the Comprehensive Plan, such moratorium is justifiable given that the existing Comprehensive Plan nor Zoning Code really discusses commercial solar fields. Supervisor Groff stated that he would be coordinating this effort with the Town Attorney.

VII. OTHER BUSINESS:

VIII. CLOSE OF THE MEETING:

MOTION: To close the meeting at 8:40 p.m.

MADE BY: Member Naple

SECONDED: Member Anderson

VOTE: 4 in favor, 0 opposed