

**TOWN OF NORTHAMPTON PLANNING BOARD  
OCTOBER 7, 2020  
5:00 P.M.  
TOWN HALL**

**MEETING NOTES**

**PRESENT:**

**ROBERT SMITH, CHAIRMAN  
JAMES CONKLING, MEMBER  
JACK GROFF, MEMBER  
ROBERT ANDERSON, MEMBER  
STEVEN NAPLE, MEMBER  
ED ANKER, ALTERNATE MEMBER**

**SCOTT D. HENZE, FULTON COUNTY PLANNING DIRECTOR  
TODD UNISLAWSKI, ACTING CODE ENFORCEMENT OFFICER**

**OTHERS:**

**ALAN LORD, NEW YORK LAND AND LAKES  
BOBBI TRUDEL, STEVEN SMITH ENGINEERING  
COLLEEN CORDONE**

**I. CALL MEETING TO ORDER:**

The meeting was called to order at 5:02 p.m.

**II. APPROVE MINUTES OF LAST REGULAR MEETING:**

**MOTION:** To approve the minutes to the September 2, 2020 meeting.

**MADE BY:** Member Anderson

**SECONDED:** Member Naple

**VOTE:** 5 in favor, 0 opposed (Ed Anker was silent)

**III. WOODWARD LAKE PROPERTIES, LLC – MAJOR SUBDIVISION**  
**APPLICATION CONTINUED (PROJECT #P05-2020):**

A. Background:

- The project sponsor is NY Land and Lakes Development, LLC
- The property owner is Woodward Lake Properties, LLC.
- The project sponsor's authorized representatives are:
  1. Alan M. Lord of NY Land and Lakes.
  2. Bobbi C. Trudel, P.E. of Steven E. Smith Civil & Architectural Engineering.
- The property consists of approximately 1,169 acres and is located within the Town of Northampton (1,158+/-ac) and Mayfield (10+/- ac) and is comprised of the following parcels:
  1. 31.-2-1
  2. 31.-1-2
  3. 17.-1-23
  4. 31.2-1-25
- The primary Town of Northampton Zoning District is Resource Conservation having a minimum lot area of 5 acres.
- The property is located within the following Adirondack Park Land Use Classification Areas:
  1. Rural Use - 580+/- acres requiring 8.5 acres per principal building that would allow for 68 building sites.
  2. Resource Management - 589+/- acres requiring 42.5 acres per principal building that would allow for 13 building sites.\*Under APA density regulations, a total of 81 building sites would be allowed.
- The project sponsor is proposing a 37-lot subdivision of the 1,169+/- acre property with lots ranging in size from 5 acres to 200 acres.
- The Adirondack Park Agency has classified the project as a Class A Regional project since the subdivision will create 20 or more lots in the Rural Use Land Classification area.
- The majority of the property/lots will be accessed via the Town-owned Collins-Gifford valley Road.
- The project will include the construction of a new 3,000 foot road along the east side of Woodward Lake to provide access to the Town-owned High Rock Road.

- The project sponsor is proposing to create the "Woodward Lake Property Owners' Association Inc." that will include the By-laws, Rules and Regulations, Protective Covenants & Annual Budget".
- The project sponsor has submitted a project application to the Adirondack Park Agency and as of August 5, 2020 continues to supply additional information to the agency in order for the application to be deemed complete.
- *During the August 11, 2020 meeting, the Planning Board members reviewed the background information as identified within the Agenda. The Planning Board discussed past pre-application meetings with the applicant having a positive result to the formal application of Woodward Lake Properties, LLC. Scott Henze commended the Planning Board on taking a proactive approach to this major subdivision application. Scott Henze stated that it is not the purpose of a Planning Board to undermine or restrict an applicant's ability to propose a subdivision of their property in the Town and continued to state that it is the Planning Board's responsibility to make sure that the application can be the best that it can be and, at the same time, protect the Town as a whole with following the procedures and laws set forth within the Town's Zoning Ordinance and Subdivision Regulations.*

B. Documentation Submitted/Other:

The applicant submitted the following other materials:

1. Completed Town of Northampton Subdivision application dated 7/28/2020 that is pending and official Town project No. P05-2020.
2. Copy of property deeds.
3. Copy of Preliminary Subdivision Plat prepared by Lawson Surveying & Mapping, Robert J. Lawson, L.S.
4. Copy of the Articles of Organization of Woodward Lake Properties, LLC.
5. Copy of a completed Part 1 Full Environmental Assessment Form.
6. Copy of Adirondack Park Agency project No. 2018-0123 Notice of Incomplete Application dated 3/5/20.
7. Copy of Adirondack Park Agency project No. 2018-0123 Notice of Incomplete Application dated 8/5/20.
8. Copy of Woodward Lake Large Scale Subdivision Application book dated February 1, 2020 referencing APA Project 2018-0123.
9. Copies of progress prints prepared by Steven E. Smith Civil & Architectural Engineering dated 6/17/20.
10. Copy of Stormwater Pollution Prevention Plan.
11. Copy of APA Wetland Delineation Report dated 7/2/20.
12. Copy of APA Biological Report dated 1/9/20.
13. Copy of U.S. Army Corps of Engineers Wetland Delineation Report dated 7/15/20.
14. Copy of a CD Containing all application materials.

- *During the August 11, 2020 meeting, the Planning Board members reviewed the documentation and other materials as identified within the Agenda. Scott Henze stated that the Town of Northampton has recently hired a new Code Enforcement Officer and that he would be reviewing the Project Application with the Code Enforcement Officer to bring him up to speed. Scott Henze stated that the Code Enforcement Officer will be addressing the application fee, as well as identifying what the Project Number will be for the project moving forward. Scott Henze stated that a copy of all of the information submitted will also be located in the Town Clerk's Office for any one member of the public or Planning Board members to review. Scott Henze stated that, typically, the Code Enforcement Office would also have a copy for the public to review. However, since the Code Enforcement Officer only has office hours in the Town of Northampton on Wednesdays, that it would be more appropriate to keep the project application materials with the Town Clerk. Chairman Smith asked Mr. Henze how many copies of the CD he has. Scott Henze stated that he was provided with one (1) copy of the CD. However, he could make more if needed.*

### C. Subdivision Approval Procedure

#### 1. Pre-Application Procedure

##### a. Pre-Application Meeting (Required for Major Subdivision)

- For applicant and Board to discuss a subdivision concept.
- Discuss SEQR.
- To determine if subdivision is major or minor.

##### b. Resource Analysis (Required for Major Subdivision)

- The required information to be included within the Resource Analysis is as follows:

a. The proposed subdivision name or identifying title, and the words "Town of Northampton, Fulton County, New York."

b. The name of the property owner(s) and the authorized applicant, if different from the property owner(s).

c. Aerial map at a scale of 1" = 400' or larger, showing the location of the proposed subdivision parcel with respect to all streets and property within 1,000 feet of the applicant's parcel and superimposed with 10' contours, NYSDEC wetlands, NWI wetlands, floodplains, streams, water bodies, NYSDEC Natural Heritage Program data, and public trails.

- d. A list including general location of features known to exist on the parcel including but not limited to historic buildings, stone walls, rock outcrops, significant trees and stands of trees, potential wildlife habitats and view sheds. This list is a preliminary step in identifying existing features and is subject to modification and interpretation of the reviewing bodies.
- e. Provide an 8½ x 11 soils map indicating if Prime and/or Statewide important soils, as defined by the Soil Survey of Fulton County New York, exist on the property.
- f. General subdivision information necessary to explain and/or supplement the Aerial Map.

- Does the Planning Board agree that the above Resource Analysis items have been provided?
- *During the August 11, 2020 meeting, the Planning Board members identified that, given the magnitude of this subdivision project in the Town of Northampton, and the extensive involvement with the APA, that the Resource Analysis requirements within the Town of Northampton's Zoning and Subdivision Regulations have been exceeded with the regulations of the APA. Planning Board members discussed the importance of maintaining a parallel path with the APA's extensive review of the subdivision. Scott Henze stated that although local Planning Boards try to do their best when identifying environmental constraints, as well as other potential environmental issues, it would be very difficult without local municipalities hiring outside professionals to perform an extensive review such as that of the APA.*

c. Sketch Plan

- For applicant and Board to review and discuss the proposal and reach an agreement on requirements of Article VIII and to classify the subdivision as either Minor or Major.
- The required information to be included on a Sketch Plan is as follows:
  1. A vicinity map sketched at a scale of 2,000 feet to the inch, showing the relationship of the proposed subdivision to existing community facilities that serve it, such as roads, commercial areas, schools, etc. Such a sketch may be superimposed upon a United States Geological Survey Map of the area.
  2. A density calculation as outlined in Subsection F.3. Density Calculation.
  3. Sketch plan on a topographic survey of the proposed area to be subdivided showing, in simple sketch form, the proposed layout of streets, lots and other features.

4. General subdivision information necessary to explain and/or supplement the vicinity map and sketch plan.

- Does the Planning Board agree that any of the above Sketch Plan items have been provided?
- Does the Planning Board agree that the subdivision is a Major Subdivision?
- *During the August 11, 2020 meeting, the Planning Board members quickly reviewed the Sketch Plan items as identified within the Agenda and, once again, noted that, during past pre-application meetings with the applicant, as well as the requirements of the APA in regards to the project, that the project is well past the Sketch Plan phase of the review. Planning Board members did note that the subdivision is deemed a major subdivision application.*
- SEQR - The Planning Board must initiate SEQR upon completion of the sketch plan phase of the Pre-Application process, and when a Preliminary Plat application is determined to be complete. SEQR shall be completed prior to approval of the Preliminary Plat.
  - Does the Planning Board feel that there is enough information provided to start the SEQR process at this time?
- The Fulton County Planning Department has reviewed the subdivision project application in reference to 6NYCRR Part 617 State Environmental Quality Review (SEQR) and has identified that the application can be considered as a Type II action under Part 617.5 Type II Actions (c) Actions not subject to a SEQR Review (36):

"Actions subject to the class A or class B regional project jurisdiction of the Adirondack Park Agency or a local government pursuant to section 807, 808 and 809 of the Executive Law, except class B regional projects subject to review by local government pursuant to section 807 of the Executive Law located within the Lake George Park as defined by subdivision one of section 43-0103 of the Environmental Conservation Law".
- *During the August 11, 2020 meeting: Chairman Smith asked Scott Henze to explain the NYS Environmental Quality Review process in relation to the review process conducted by the APA when it pertains to SEQR. Scott Henze reviewed the information as identified within the Agenda and specifically referenced the paragraph within 6NYCRR Part 617 that classifies the Woodward Lake Properties, LLC major subdivision application as a Type II action. Scott Henze asked Planning Board members if the Planning Board were to perform their own SEQR, what other Involved Agencies would the Planning Board be able to identify? Chairman Smith stated that the first agency would be the APA. Member Anker stated that, potentially, the NYS Department of Environmental Conservation (NYSDEC). Member Conkling stated that the U.S. Army Corps of*

*Engineers for wetlands. Member Groff identified that if the applicant is requesting the Town Board to take over the proposed 3,000' access road that, potentially, the Town Board would be identified as an Involved Agency. Scott Henze asked Alan Lord if all of the Involved Agencies identified by Planning Board members have been coordinated with through the review by the APA? Alan Lord indicated that all of those agencies have been coordinated with by the APA and comments made are a part of the application package to date. Alan Lord indicated that NYSDEC is involved due to the one (1) dam that is used to impound Woodward Lake. Scott Henze stated that, given the fact that the APA is coordinating with all of the Involved Agencies that the Town would coordinate through the SEQR process that he recommends that the Planning Board acknowledge that they looked at the NYS Environmental Quality Review and determined that the project is a Type II Action as identified within the Agenda. Planning Board members agreed.*

### **End Sketch Plan Procedures**

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### **Start of Major Subdivision Preliminary Plat Procedures**

#### **D. Major Subdivision - Preliminary Plat**

##### **1. Application Procedure**

Prior to filing an application for the approval of a plat, the applicant shall file an application for the approval of a preliminary plat. The application shall:

- a. Be made on forms available at the office of the Code Enforcement Officer.
- b. Include all land that the applicant proposes to subdivide.
- c. Be accompanied by an original and 7 copies of the preliminary plat and supplementary material described in Subsection G(7), Preliminary Plat of these regulations.
- d. Comply in all respects with the requirements specified in Subsection F, General Requirements and Design Standards of these regulations and with the provisions of Section 276 and Section 277 of New York State Town Law.
- e. Be submitted to the Clerk of the Planning Board.
- f. Be accompanied by fees as specified by the Town Fee schedule.

➤ *During the August 11, 2020 meeting, the Planning Board members identified that the application materials that have been provided to date are satisfactory. However, the applicant is still required to pay the application fees as identified*

*within the Town's fee schedule and acknowledge that, since the Town has had issues in recent months staffing the Code Enforcement Office, that the Planning Board will continue to review the major subdivision application on the understanding that the applicant will satisfy the application fees as quickly as possible.*

- *As of October 7, 2020, the applicants have paid all application and public hearing notice fees.*

DISCUSSION: Chairman Smith identified that, as of the date of this meeting, the applicants have paid all of the applicant and public hearing notice fees to the Town.

## 2. Required Data and Documents - Preliminary Plat

- The Planning Board should review the Preliminary Plat requirements (page 110) with the applicant at this time. The Planning Board should indicate what requirements will be required (Comply), what requirements will be waived (Waive) or what requirements have been met (Accepted).
- *During the August 11, 2020 meeting, the Planning Board identified the following:*
  - a. Data required by Subsection G.2. General Requirements:
  - b. A NYS Licensed Land Surveyor shall be required for all subdivision plats. (Comply) (Waive)(**Accepted**)
  - c. A NYS Licensed Engineer shall be required for all Major subdivision plats. (Comply) (Waive) (**Accepted**)
  - d. Sketch plans and plats shall be clearly and legibly drawn at an adequate scale to show detail from 1"=50' to 1"=200' for parcels under 100 acres; and 1"=200' for parcels of 100 acres or more. (Comply) (Waive) (**Accepted**)
  - e. (b) The name of the property owner(s) and the authorized applicant, if different from the property owner(s). (Comply) (Waive) (**Accepted**)
  - f. (c) Tax number of all parcels to be subdivided. (Comply) (Waive) (**Accepted**)
  - g. (d) Location, bearings and distances of trace boundary including georeferencing information or latitude and longitude coordinates of the plat as available. (Comply) (Waive) (**Accepted**)
  - h. (e) A vicinity map sketched at a scale of 2,000 feet to the inch, showing the relationship of the proposed subdivision to existing community facilities that serve it, such as roads, commercial areas, schools, etc. Such a sketch may be



superimposed upon a United States Geological Survey Map of the area. (Comply) (Waive) (**Accepted**)

- i. (f) Topography at a contour interval of not more than 10 feet, unless waived by the Planning Board and referred to a datum satisfactory to the Board. (Comply) (Waive) (**Accepted**)
- j. (g) The names of property owners within 200 feet of the property boundary, including those adjoining and those across roads fronting the proposed development. If the proposed development property is within an agricultural district containing a farm operation or within 500 feet of a farm operation located in an agricultural district, the applicant shall complete an Agricultural Data statement, in accordance with NYS Agriculture District Law, which shall contain the name and address of the applicant, a description of the proposed project and its location, and the name and address of all property owners within 500 feet of the property boundary. (Comply) (Waive) (**Accepted**)
- k. (h) Location, name and dimensions of existing streets, easements, deed restrictions, zoning district boundaries, property lines, buildings, parks and public properties. (Comply) (Waive) (**Accepted**)
- l. Location of existing sewers, water mains, culverts and storm drains, if any, including pipe sizes, grades and direction of flow. (Comply) (Waive) (**Accepted**)
- m. (j) Location of pertinent natural and other features such as watercourses, wetlands, floodplains, rock outcrops, stone walls, agricultural district lands, contiguous forest, and single trees 15” or more in diameter (dbh) as measured 4 feet above the base of the trunk. (Comply) (**Waive**) (Accepted)
- *During the August 11, 2020 meeting, the Planning Board members identified that the project application materials identify a significant amount of natural features to satisfy the watercourses, wetlands, rock outcrops, stone walls, forested area etc. Planning Board members accepted those identifications and waived the need to identify single trees having a dbh or greater.*
- n. (k) Location, width and approximate grade of all proposed streets with approximate elevations shown at the beginning and end of each street, at street intersections and at all points where there is a decided change in the slope or direction. (Comply) (Waive) (**Accepted**)
- o. (l) Proposed provision of sanitary waste disposal, water supply, fire protection, stormwater drainage, street trees, streetlight fixtures, street signs and sidewalks. (**Comply**) (Waive) (Accepted)

- *During the August 11, 2020 meeting, the Planning Board members asked Bobbi Trudeau to provide an overview of the on-site sanitary waste disposal for the lots. Ms. Trudeau stated that every lot has an on-site septic system design specific to the lot's soil and environmental conditions. Planning Board members noted that, during a previous pre-submission meeting with the Fire Chief of the Northville Volunteer Fire Department, it was noted that the Fire Chief requested that the project include a dry hydrant along the Collins-Gifford Valley Road. Alan Lord stated that his attorney recommended that the project not include the installation of a dry hydrant for fire protection services as if the project were to have installed such infrastructure and there was an issue with its operation that they may be liable. Alan Lord indicated that the project will include an easement over the property in order for the Town and/or the Volunteer Fire Department to install said dry hydrant and to access said dry hydrant in the future. Alan Lord also identified that the Town Highway Superintendent requested that a 60' wide easement be granted to the Town for the maintenance of the Collins Gifford Valley Road. Mr. Lord stated that, with the widening of this easement for the road, it would also encompass the easement for the dry hydrant.*
  
- p. (m) Lot lines of all proposed or existing lots, and suggested building envelopes. (Comply) (Waive) (**Accepted**)
  
- q. (n) Conceptual future plans for the parcel, if any. (Comply) (Waive) (**Accepted**)
  
- *During the August 11, 2020 meeting, the Planning Board members asked Mr. Lord whether or not there could or would be any conceptual future plans for any of the parcels given that, although the application is to develop 37 lots, the APA's density requirements would allow for a greater number of lots. Mr. Lord indicated that there is a deed restriction on the property that there will be no further subdivision of land above 37 lots.*
  
- r. (o) Location and approximate dimensions of all property proposed to be reserved for park or public uses. (Comply) (Waive) (**Accepted**)
  
- *During the August 11, 2020 meeting, the Member Groff stated that, during a pre-application meeting, he requested that there be consideration made for public access from the Collins-Gifford Valley Road to a popular lookout area and New York State property. Member Groff asked Mr. Lord to point out the location of the public access on the survey map. Mr. Lord referenced a 25' wide hiking trail easement across from the common area along Collins-Gifford Valley Road and proceeding west along Robert Sweet Road to a point then turning northwest approximately 2,598 feet to a point then north approximately 195 feet to State land. Member Groff thanked Mr. Lord for incorporating this public access hiking trail easement into the project.*

- s. (p) A copy of the Adirondack Park Agency response to either a Jurisdiction Inquiry Form or permit application (as applicable). (Comply) (Waive) **(Accepted)**
- t. (q) Information on all other County and State permits required for subdivision plat approval. (Comply) (Waive) **(Accepted)**
- u. (r) A written statement of any requests for specific waivers of requirements by the Planning Board. (Comply) (Waive) **(Accepted)**
- v. (s) Other data which must be available for consideration of the subdivision at this stage.

### 3. General Requirements and Design Standards for Subdivisions:

The Planning Board should review the General Subdivision Requirements and Design Standards (page 97) with the applicant at this time. The Planning Board should indicate what requirements will be applicable to the application and what will not. For those that will be applicable, the Planning Board should indicate what will be required.

- (4) Minimum Lot Standards
- (5) Streets (to include Private Roads)
- (6) Blocks (N/A)
- (7) Driveways
- (8) Preservation of Open Space
- (9) Reservations and Dedications

➤ *During the August 11, 2020 meeting, the Planning Board reviewed the proposed 3,000' road (Woodward Lake Drive) along the east side of Woodward Lake that would provide access to the Town-owned High Rock Road for Lots 22-31 on the west side of proposed Woodward Lake Drive, as well as Lots 32-37 on the east. Alan Lord indicated that proposed Woodward Lake Drive would stay a private road under the Woodward Lake Property Owners Association that would include the Bylaws, Rules and Regulations, Protected Covenants and annual budget otherwise known as a Property Homeowners Association and there would be no request to the Town to take over the ownership of the road. Ms. Trudeau stated that the private road would be constructed to meet the Town road specification standards. Planning Board members discussed the locations of driveways, as well as the specifications for driveways within the Town's Zoning and Subdivision Regulations. Alan Lord identified that the locations of the driveways are*

*being extensively reviewed by the APA and the APA is determining where those driveways can be placed. Planning Board members identified that of 1,169 acres of land within the subdivision there is minimal acreage being physically developed. Planning Board members identified that the majority of the acreage will continue to remain as privately-owned open space to also include a large common area located at the south basin of Woodward Lake.*

#### 4. Public Hearing - Preliminary Plat

- A Public Hearing shall be held by the Planning Board within 62-days from the time of the submission of the subdivision plat for approval. Said hearing shall be advertised in a newspaper of general circulation in the Town at least 10 days before such hearing. Property owners located within 100 feet of the land proposed to be subdivided shall be sent a copy of the Public Hearing Notice via Certified Mail.
  - Does the Planning Board feels as though there is enough information to schedule a Public Hearing at this time?
  - Date, time, in-person or Zoom?
  
- *During the August 11, 2020 meeting, the Planning Board members discussed whether or not the application was complete enough to schedule a public hearing at this time. Chairman Smith stated that, it is of his opinion that the project application materials are complete enough to move forward with scheduling a public hearing for public comments to be made on the application. The Planning Board discussed the scheduling of the public hearing in relation to restrictions due to COVID and the Governor's Executive Orders. Member Anker suggested that the public hearing notice that is to be placed in the local newspaper as well as those copies that are to be sent to all properties within 100' of the properties via certified mail should state that written comments could be provided up to the day of the public hearing. Planning Board members agreed that this would be a good idea. The Planning Board agreed that the public hearing should be held at the Town Hall location. However, the conference room would need to be arranged such that there could accommodate social distancing restrictions. Planning Board members identified that there may need to be a certain number of people allowed within the conference room area to make their comments and then would be required to leave whereby bringing in an additional number of persons to comment. Chairman Smith identified that there may need to be a time restriction placed on the comment period for each speaker. Scott Henze stated that he would work out the logistics with the Town Clerk and Code Enforcement Officer prior to the hearing date.*
  
- *During the August 11, 2020 meeting, the Planning Board passed a motion to schedule a public hearing on the Woodward Lake Properties, LLC major subdivision application Project No. P05-2020 for Wednesday, September 2<sup>nd</sup>, at 5:00 p.m., at Town of Northampton Town Hall.*

DISCUSSION: Scott Henze stated that he has included the various actions that the Planning Board has taken during previous meetings and have left the actions and partial discussions in the Agenda for the Planning Board members to reference. Scott Henze stated that, although the Planning Board did discuss the comments made during the September 2, 2020 public hearing, he suggested that the Planning Board review those comments made and address those at this time.

- *During the September 2, 2020 meeting, the Planning Board held a public hearing on the Preliminary Plat.*
- *The following comments were made during the public hearing. It is recommended that the Planning Board address each comment at this time.*

Speakers:

Joseph Sinko:

I am one (1) of the seven (7) property owners at the end of Robert Sweet Road and our only access to the property is by Robert Sweet Road, so it's very important that we have unrestricted access to use and maintain. I mean we drive up the road with 4wd vehicles to get to our property.

Can parking be permitted at the bottom of Robert Sweet Road?

And the proposed easement for a hiking trail on our property boundary must be improved, clearly marked and connected to a trail on State land otherwise hiking will continue onto our property. We had tremendous problems over the years with vandalism, theft, and damage and one year they cleaned out the whole cabin, broken windows, it's terrible. People go out there with 4-wheelers and snowmobiles.

DISCUSSION: Scott Henze stated that Mr. Sinko was one of the property owners that owns a camp at the end of the Robert Sweet Road whereby Mr. Sinko was concerned with the ability to continue to drive up that access road with 4-wheel drive vehicles to the property. Mr. Henze also referenced that Mr. Sinko was concerned with the proposed hiking trail easement that would utilize that road. Mr. Henze indicated that Mr. Sinko was also concerned about the public easement hiking trail and the general public utilizing that trail and not following said trail. Mr. Sinko had indicated that his camp is broken into on several occasions and has concerns about the trail marking. Member Groff stated that, as per the request of Chairman Smith, he did have a discussion with the Town Supervisor who informed him that the Town would be receptive of maintaining the 25' wide easement for the hiking trail that would encompass the Robert Sweet Road then commencing easterly to NYS land. Member Groff indicated that the Supervisor was also interested in maintaining the Robert Sweet Road portion of the easement and possibly the remainder of the hiking trail easement in order to access via ATV for potential rescue purposes. The Planning Board commenced a discussion with the applicant in regards to the applicant providing a 25' wide easement description. Scott Henze indicated that one of the

actions that the Planning Board will need to take is to request that the Town Board officially accept that 25' wide hiking trail easement and identify the extent of maintenance that the Town will undertake. A discussion ensued in regards to whether or not Mr. Sinko and others who own the camp would continue to be able to use the Robert Sweet Road as they have done in the past for the primary access to the camp. It was identified that, given that that is the only access to the camp, that they would continue to be able to utilize the Robert Sweet Road in the future. It was also noted that the Mr. Sinko could improve the road as needed. Scott Henze stated that the language included in the Town Board's acceptance of the easement would need to clarify and spell out what the Town will undertake, as well as what the owners of the camp would also be able to perform. It was agreed that Scott Henze and Alan Lord would coordinate the proposed easement description and acceptance thereof with the Town Board moving forward. Member Naple questioned who actually owns the land along Robert Sweet Road up to Mr. Sinko's property. Alan Lord indicated that New York Land and Lakes owns the property.

Chairman:

Understood. And we have your original letter that you just restated that you have in the letter as part of the record. Thank you.

George Wyant:

My name is George Wyant and I live on Gifford Valley Road, 237 Gifford Valley Road and I was in yesterday and read all of the scientific data and the biggest question that I had when I left is.. I'm pretty sure that your property is going to border ours as far as the proposed subdivision and they've done a large number of studies. My question is, "Have they done an impact study to what's going to happen to my taxes, my property value? Is it going to benefit me in some way or am I going to see higher taxes? I'm on a fixed income. Property values are through the roof. The taxes go right along with them and I certainly have a concern.

DISCUSSION: Planning Board members reviewed the comments made by George Wyant as identified within the Agenda. The Planning Board identified that they do not have the expertise to identify or speculate what the taxes may be and how those would affect Mr. Wyant's property and concerns. Planning Board members discussed whether or not a request should be made of the Town Assessor to provide a statement back to the Planning Board that would address Mr. Wyant's concerns. Planning Board members requested that Scott Henze contact the Town Assessor to discuss Mr. Wyant's concerns and report back at a subsequent meeting.

Chairman:

Anything else?

George Wyant:

That's it for me. That's really my biggest concern.

Margaret Wyant:

My name is Margaret Wyant and I live on 237 Gifford Valley Road, and I looked at what I could look at yesterday and I'm looking at the map up there now and I'm looking at the original map that came to us back last year and I'm trying to figure out how and where everything lies to see how it backs up to us and I'm still not real clear on it. Is anything online or is there any other place I can look at the maps and the project descriptions?

Chairman:

All the materials are in the Clerk's Office.

Margaret Wyant:

We pulled them out and there are some topographical shaded maps. There's a lot of maps but we didn't get to go through everything yesterday.

Chairman:

You will have time to go through them at a future time.

Margaret Wyant:

And the other question I had is we were looking through some of the information but the stuff I couldn't find and I ran out of time and there was a lot of environmental impact stuff done and I was curious about the underground water supply because we all have wells of varying depths and if you have 36 more properties going down a general area, is there any way or was there anything done along those lines?

DISCUSSION: Planning Board members reviewed the comments made by Margaret Wyant as identified within the Agenda. The Planning Board understood that the majority of Ms. Wyant's questions had been addressed during the public hearing. However, asked Ms. Trudel to clarify whether or not she felt as though there could be an impact of existing wells located around the property with the establishment of an additional 36 wells in the area. Planning Board members also asked whether or not the Adirondack Park Agency (APA) had commented on this topic. Ms. Trudel indicated that, given the fact that the 36 lots are spread out over a large area and would not be clustered in one particular area, that it is extremely unlikely that any existing wells would be affected. Alan Lord indicated that, to date, the APA has not questioned the impacts of existing wells. Mr. Lord indicated that NYSDEC has a database of wells and he would investigate the depths of any local wells that may be within that database.

Chairman Smith asked if there were any additional comments or questions from the Planning Board at this time? There were no additional comments or questions.

Chairman:

This is not a question and answer session. We are just listening to your concerns.

Margaret Wyant:

Well, that's my concern.

Chairman:

Being duly noted. To answer your question, "yes, there have been." The APA doesn't approve these things lightly.

Margaret Wyant:

No, No. Well, the blasting happens once every month or so and being in between a bunch of stuff. That was my concern.

Alan Lord:

Chairman, can I let her know one thing. All the information and maps are on the APA website. If you want to go online, you can find every map, every study, and all the information. If you go to the APA site, they have it all listed there.

Margaret Wyant:

Oh, good. That's good to know. Because there's a lot of very technical information. And you got to sit ....

Chairman

As he said if you go online.

Margaret Wyant:

Alright. The APA website. Is it listed under your project?

Alan Lord:

Yes it is.

Margaret Wyant:

Ok. Thank you very much. That's all for me. Can I just ask one procedural question. Is this the last thing in the lineup or no. Where are we in the process, the beginning, end or the middle?

DISCUSSION: The Planning Board noted that Mrs. Wyant's questions in regards to application materials were addressed as identified in the Agenda.

Chairman:

A lot of work has been done so far. Are there any other potential speakers out there?

- The Public Hearing ended at 5:16 p.m.



5. Action on Preliminary Plat:

- Within sixty-two (62) days after the date of such hearing, the Planning Board shall approve, with or without modification or disapprove such preliminary plat and the ground for modification if any or the ground for dismissal or disapproval shall be stated upon the records of the Planning Board. The time in which the Planning Board must take action on such plat may be extended by mutual consent of the subdivider and the Planning Board. When so approving a preliminary plat, the Planning Board shall state, in writing, modifications, if any, as it deems necessary for submission of the plat in final form.
- *During the September 2, 2020 meeting, the Planning Board approved the Woodward Lake Properties, LLC preliminary plat Project No. P05-2020.*

**End of Major Subdivision Preliminary Plat Procedures**

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**Start of Major Subdivision Final Plat Procedures**

DISCUSSION: Chairman Smith stated that, after the public hearing was held on September 2<sup>nd</sup>, the Planning Board did approve the preliminary plat and is now time to review the Final Plat requirements. Alan Lord indicated that one of the comments made by the APA in the August 5, 2020 second notice of incomplete permit application was under Item #4 where the APA asks the applicant to provide an analysis of an additional alternative with a shorter subdivision road (Woodward Lake Drive) prior to crossing the perennial stream. Mr. Lord indicated that they have now removed the four (4) lots that were proposed at the end of Woodward Lake Drive which also reduces said private road by approximately 800'. It was identified that the number of lots along the proposed Woodward Lake Drive was reduced from 16 to 13 lots. Scott Henze stated that the overall number of lots has been reduced from 37 to 33 lots in total. Scott Henze stated that, even though the Planning Board approved the preliminary subdivision plat during their September 2<sup>nd</sup> meeting with the given reduction of the number of lots and reduction in the length of the road, that it would not affect the preliminary plat approval.

6. Required Data and Documents - Final Plat

- *The Planning Board should review the Final Plat requirements (page 112) with the applicant at this time. The Planning Board should indicate what requirements will be required (Comply), what requirements will be waived (Waive) or what requirements have been met (Accepted).*

The plat submitted to the Board shall show or be accompanied by the following information:

- *During the September 2, 2020 meeting, the Planning Board commenced the preliminary review of the final plat.*

- (a) Data required by Subsection G.2., General Requirements and Subsection G.7., Preliminary Plat, subsections (b) through (s).
- (b) Location, width and name of each proposed street and typical cross sections showing street pavement and, where required, curbs, gutters and sidewalks. (Comply) (Waive) (**Accepted**)

DISCUSSION: The Planning Board identified that the proposed private road would be built to the Town's specifications and that the proposed Woodward Lake Property Homeowner's Association, Inc. Bylaws, Rules and Regulations, Protective Covenants and Annual Budget would identify the structure for the maintenance of said Woodward Lake Drive. Member Naple questioned whether or not all of the property owners within the subdivision would be responsible for the maintenance to that private road even though they would not be utilizing it. Mr. Lord indicated that there are differing fee structures identified within the proposed Homeowner's Association that would include those lots being accessed via Woodward Lake Drive would be the only lots that would be required to maintain that private road. Mr. Lord referenced, however, the open space area, as well as Woodward Lake property, would be maintained by all lot owners.

- (c) Lengths and deflection angles of all straight lines and radii: length, central angles, chords and tangent distances of all curves for each street proposed. (Comply) (Waive) (**Accepted**)
- (d) Profiles showing existing and proposed elevations along the center line of all proposed streets and the elevations of existing streets for a distance of 100 feet either side of their intersection with a proposed street. (Comply) (Waive) (**Accepted**)
- (e) Present elevations of all proposed streets shown every 100 feet at 5 points on a line at right angles to the center line of the street, said elevation points being indicated at the center line of the street, each property line and points 30 feet inside each property line (only when required by the Board because of the existence of steep slopes). (Comply) (Waive) (**Accepted**)

*During the September 2, 2020 meeting, Ms. Trudel referenced item (e) in regards to elevations being required every 100 feet along the centerline of a street. Ms. Trudel indicated that the private road is not proposed on any steep slopes and questioned whether or not the Planning Board would require this. Scott Henze stated that, given the fact that the APA would not allow a private road to be built on steep slopes anyways and with the fact that the proposed private road is not on steep slopes, he does not believe that this should be required. Planning Board members agreed.*

- (f) Setback lines. (Comply) (Waive) (**Accepted**)
- (g) Location, size and invert elevations of existing and proposed stormwater drains and sanitary sewers; the exact location of utilities and fire hydrants. (Comply) (Waive) (**Accepted**)

DISCUSSION: The Planning Board noted that the applicant references a dry hydrant along the Collins Gifford Valley Road. The Planning Board referenced an earlier pre and conceptual meeting held with the applicant that the Northville Volunteer Fire Department's Fire Chief Owen Jensen had requested that the dry hydrant remain and/or be upgraded. The Planning Board noted that the location of the dry hydrant will have an easement provided by the applicants for the Volunteer Fire Department to maintain said hydrant and extend said hydrant if needed. Mr. Lord indicated that, upon the recommendation of their insurance company, that it was recommended that New York Land and Lakes not install or maintain said dry hydrant in case the hydrant became inoperable. Chairman Smith asked Mr. Henze to discuss again with the Fire Chief the dry hydrant and verify that he is acceptive of the easement.

- (h) Location of any existing wells onsite and other proposed lot wells and individual water supply system details such as pumps, storage, treatment, controls, etc. (Comply) (Waive) (**Accepted**)
- (i) Location of street trees, street lighting standards and street signs. (**Comply**) (Waive) (Accepted)

DISCUSSION: Member Naple questioned whether or not there would be signage located at or along Woodward Lake Drive. Alan Lord indicated that there will be a sign placed at the entrance to the road that would read "Woodward Lake Drive Private Road Members and Guests Only." The Planning Board requested that a sign specification be provided for the Planning Board to review.

- (j) Areas of all lots in hundredths of an acre; lots numbers as directed by the Town Assessor; and location, material and size of all permanent monuments. (**Comply**) (Waive) (Accepted)

DISCUSSION: Scott Henze asked Mr. Lord, given the fact that the lots are currently not created, would there be corner pins set once the subdivision is approved? Mr. Lord indicated that, once the Town and APA approve the subdivision, that all of the pins will be set identifying each respective lot.

- (k) Accurate location of all property to be offered for dedication for public use, with the purpose indicated thereon, and of all property to be reserved by deed covenant for the common use of the property owners of the subdivision. (**Comply**) (Waive) (Accepted)

*During the September 2, 2020 meeting, Member Naple referenced item (k) in regards to properties being dedicated for public use or by deed covenant and referenced the comments made at the public hearing in regards to the Robert Sweet Road. Mr. Lesperence indicated that the survey references that the Robert Sweet Road is an abandoned Town road. Ms. Trudel indicated that the road is approximately 8' wide. Planning Board members continued to discuss the public access along Robert Sweet Road. Mr. Lesperence indicated that if the Robert Sweet Road is an abandoned Town road, then those properties that abut the Robert Sweet Road would be the properties that would have access and have the ability to use Robert Sweet Road. Scott Henze referenced that the 25' ingress/egress and hiking trail easement runs along the centerline of said Robert Sweet Road and therefore that easement would then give the general public access along Robert Sweet Road as part of the hiking trail easement. All those in attendance agreed. Chairman Smith asked who would be responsible for the easement? Scott Henze asked Mr. Lord how the language would be worded for the easement? Mr. Lord indicated that the easement would be granted to the public. However, identifying an entity that would be responsible for it in reference to the hiking trail would be recommended. Chairman Smith stated that, in his opinion, the easement should be a Town easement. Chairman Smith asked Member Groff to consult with the Town Supervisor in regards to gauging the willingness of the Town to be named as the easement grantee.*

DISCUSSION: Mr. Lord indicated that a full description of the common area of the subdivision, as well as the description of the 25' hiking trail, would be produced.

- (l) Sufficient data, acceptable to the Highway Superintendent, to readily determine the location, bearing and length of all street, lot and boundary lines and to reproduce such lines upon the ground. **(Comply)** (Waive) (Accepted)

*\* See Town Highway Superintendent letter dated May 10, 2020.*

DISCUSSION: The Planning Board reviewed the Town Highway Superintendent's letter dated May 10, 2020 whereby said letter requests that adjustments to the driveway locations to Lots 13, 14, 16 and 20 be moved for a better line of sight. Scott Henze asked Mr. Lord whether or not he did meet with the Town Highway Superintendent to discuss those adjustments? Mr. Lord indicated that he did in fact meet with the Highway Superintendent in May and those adjustments to the proposed driveway locations were made and are reflective on the subdivision plat.

- (m) Necessary agreements in connection with required easements or releases. **(Comply)** (Waive) (Accepted)

- (n) Formal offers of cession to the Town of all streets and public parks. **(Comply)**  
(Waive) (Accepted)
- Chairman Smith asked Planning Board members whether or not they had any additional concerns at this time? Member Naple asked Mr. Lord where the acreage of the 4 lots that have been removed was going? Mr. Lord indicated that the majority of the acreage would be transferred to the common area.

DISCUSSION: Same as identified in (l) above.

7. Private Road:

***It is recommended that the Planning Board review Private Road as per the General Requirements and Design Standards for Subdivisions at this time.***

The Planning Board may approve paved or unpaved private roads to provide access to lots in subdivisions, provided that the Planning Board finds that the proposed subdivision will protect the rural, scenic character of the Town. The private road requirements are as follows:

- (1) The maximum number of lots gaining access through any portion of a private road shall be 3 without a private Homeowners Association (HOA) or 4 or more lots with an HOA.
- (2) Written approval from the Town Superintendent of Highways and the Town's engineer shall be secured before approval of any private roads.
- (3) An HOA must be created to own and provide for the perpetual care and maintenance of the private road with 4 or more lots. The Planning Board shall have discretion to determine whether a performance bond must be posted by the applicant to ensure the proper completion of the private road and, if so, how much the performance bond shall be and what form it shall take.
- (4) Such HOA must have the power to assess the subdivision lot owners for their share of the maintenance costs of the private road. The HOA shall ensure that the road will always be maintained and kept open to permit emergency vehicle access.
- (5) The private road can only be offered for dedication to the Town of Northampton if it conforms to Town Highway specifications for private roads in effect on the date of the offer of dedication. However, the Town Board shall be under no obligation to accept such an offer of dedication, even if the road conforms to Town Highway specifications. In the event such dedication becomes necessary to ensure public safety, the cost of

bringing the road up to Town Highway specifications shall be borne by the HOA.

- (6) The subdivision plat shall show the road clearly labeled “private road.”
- (7) Road design shall comply with the standards for private roads in this Law.
- (8) The Planning Board may waive the requirement of a private road maintained by a HOA if it finds, after consulting with the attorney for the Planning Board or the Town Attorney, that a common drive maintained pursuant to a recorded maintenance agreement, executed by the applicant as a condition of subdivision approval, will provide the same protections to lot owners and the Town as would a private road owned by a HOA.

DISCUSSION: Scott Henze stated that he has added the private road regulations that is identified within the General Requirements and Design Standards for Subdivisions to include private road. Scott Henze stated that although he understands that the Planning Board has been working with the applicant for a significant amount of time and that the majority of the requirements in the specifications have been addressed, he feels as though the Planning Board should take one last look and address any pending issues that may come up. The Planning Board asked Mr. Lord to describe the changes that have been made to the private road based upon the reduction of the four (4) lots and the reduction of approximately 800’ of proposed road. Mr. Lord indicated that the cul-de-sac has been addressed and it will include a 13’ wide turnaround lane with 3’ wide shoulders. Ms. Trudel indicated that these widths were utilized based upon the feedback received from the Northville Volunteer Fire Department’s Fire Chief. Planning Board members had no further comments or concerns in regards to the private road.

8. Ownership of Open Space Land:

***It is recommended that the Planning Board review Ownership of Open Space Land as per the General Requirements and Design Standards for Subdivisions at this time.***

Open space land shall under all circumstances be protected by a perpetual conservation easement, but may be owned in common by a homeowner’s association (HOA), offered for dedication to Town, County, or State governments, transferred to a non-profit organization acceptable to the Planning Board, held in private ownership, or held in such other form of ownership as the Planning Board finds appropriate to properly manage the open space land and to protect its conservation value.

If the land is owned in common by an HOA, such HOA shall be established in accordance with the following:

- a. The HOA must be established before the approved subdivision Final Plat is signed, and must comply with all applicable provisions of the General Business Law.
- b. Membership must be mandatory for each lot owner, who must be required by recorded covenants and restrictions to pay fees to the HOA for taxes, insurance, and maintenance of common open space, private roads, and other common facilities.
- c. The open space restrictions must be in perpetuity.
- d. The HOA must be responsible for liability insurance, property taxes, and the maintenance of recreational and other facilities and private roads.
- e. Property owners must pay their pro rate share of the costs in subsection (2) (d) above and the assessment levied by the HOA must be able to become a lien on the property.
- f. The HOA must be able to adjust the assessment to meet changed needs.
- g. The applicant shall make a conditional offer of dedication to the Town, binding upon the HOA, for all open space to be conveyed to the Town. Such offer may be accepted by the Town, at the discretion of the Town Board, upon the failure of the HOA to take title to the open space from the applicant or other current owner, upon dissolution of the association at any future time, or upon failure of the HOA to fulfill its maintenance obligations hereunder, or to pay its real property taxes.
- h. Ownership shall be structured in such a manner that real property taxing authorities can satisfy property tax claims against the open space lands by proceeding against individual owners in the HOA and the dwelling units they each own.
- i. The attorney for the reviewing board shall find that the HOA documents presented satisfy the conditions in Subsections (a) through (h) above and such other conditions as the Planning Board shall deem necessary.

**DISCUSSION:** Scott Henze stated that, similar to the regulations of a private road, he's recommending that the Planning Board take another look at the ownership of the open space land as it applies to the Town's Zoning Regulations under General Requirements and Design Standards for Subdivisions. Scott Henze stated that, in reference to the Open Space and, in particular, the Homeowner's Association being

proposed, he will be drafting a letter to the Town Attorney similar to that of the previous major subdivision application for the Upstate Boys Club, LLC for the Town Attorney to review and provide comments back on the proposed Woodward Lake Property Homeowner's Association Bylaws, Rules and Regulations, Protective Covenants and Annual Budget. Mr. Henze stated that he hopes to have the attorney's comments back prior to the next meeting.

9. Public Hearing on Final Plat:

- Within sixty-two (62) days of the submission of a plat in final form for approval, a hearing shall be advertised at least once in newspaper of general circulation of the Town at least five (5) days before such hearing provided, however, that when the Planning Board deems the final plat to be in substantial agreement with the preliminary plat approved under Subsection D(4) preliminary plat of this article and modified in accordance with the requirements of such approval if such preliminary plat has been approved with modification, the Planning Board may waive the requirement for such public hearing.
  
- **Does the Planning Board wish to hold a second Public Hearing on the application for the Final Plat?**

DISCUSSION: Chairman Smith asked Planning Board members whether or not, based upon the public hearing that was held of the preliminary plat and the comments made thereof, as well as not having significant changes between the preliminary plat and final plat, whether or not the Planning Board felt as though a second public hearing on the final plat would be necessary. Member Conkling stated that it is of his opinion that the Planning Board duly advertised the preliminary plat public hearing and there were only three (3) speakers present that really had limited concerns on the proposed subdivision that it is his opinion that a second public hearing is not necessary. Member Groff agreed indicating that it is of his opinion that, given that this particular major subdivision application has been known and talked about for some time that he believes that anyone that did have concerns would have either addressed the Planning Board or have attended the public hearing. Member Anderson indicated that the APA would also be conducting additional public hearings based upon their review.

MOTION: To waive the Public Hearing on the Woodward Lake Properties, LLC major subdivision application having Project #PO5-2020.

MADE BY: Member Conkling

SECONDED: Member Groff

DISCUSSION: Member Naple suggested that the Planning Board offer a second opportunity for the public to speak given the fact that this major subdivision application was most notably the largest subdivision application in the Town of Northampton. Member Naple agreed that the Planning Board did duly advertise the preliminary plat application, as well as mailed via certified mail the public hearing notice to all of those property owners as required prior to the preliminary



plat public hearing, it was of his opinion that holding a second public hearing would be acceptable.

VOTE: 4 in favor, 1 opposed (Member Naple)

10. Final Plat Approval:

MOTION: To \_\_\_\_\_ the Woodward Lake Properties, LLC's major subdivision application Project No. P05-2020 final plat \_\_\_\_\_.

MADE BY:  
SECONDED:  
VOTE:

-----End of Agenda Item-----

**IV. 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.

2. 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.

3. 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.

4. 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 Draft 9/9/19
- j. Economic Development
- k. Appendix A Land Use Analysis
- l. Appendix B APA Land Use Analysis
- m. Appendix C Public Opinion Survey Report

5. 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

- a. Review revised Water/Sewer chapter dated 8/14/2018.
  - o Review Village of Northville Comprehensive Plan for Water & Sewer.
  - o Review Fulton County Smartwaters report regarding Town of Northampton Water/Sewer infrastructure.
  - o Review Town/Village Hamlet Economic Development Plan 2014

DISCUSSION: Member Conkling stated that he has been in discussion with Supervisor Groff and Chairman Smith in regards to the County's NY30/30A sewer feasibility study and how that could positively impact the Town of Northampton. Member Conkling indicated that the Town of Northampton needs to be ready for such an initiative to happen and zone and have a vision for the Town that would include such an initiative and modify the current zoning to reflect municipal sewer infrastructure. Member Conkling identified that the feasibility study also includes participation with New York State Department of Environmental Conservation to include the Northampton Beach State Campground. Scott Henze provided an overview of the sewer feasibility study to Planning Board members. Scott Henze stated that he would include the section of the County's "SMART Waters" document within the Water and Sewer Chapter, as well as adding language and recommendations to reflect the sewer feasibility study that is being conducted by the County at this time.

g. Transportation

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

DISCUSSION: Planning Board members noted that a similar recommendation as was identified in the Village of Northville's Comprehensive Plan should be incorporated in the Transportation Chapter as the trolley for the public access from the Northville/Northampton Beach into the Village of Northville and surrounding businesses should be included in the Transportation section. Planning Board members noted that this could also be a public/private partnership or a private trolley system that would be utilized during the seasonal months of high peak season. Planning Board members agreed to review the Transportation Chapter and provide additional comments at subsequent meetings.

h. Recreation

c. Review existing Recreation Chapter.

DISCUSSION: The Planning Board has discussed the following to be added to the chapter:

- Adding pickle ball courts
- Adding bocce ball courts
- Adding more XC Skiing, snowmobiling and biking initiatives
- Adding language identifying the potential of Mead Island being developed for more recreational opportunities.

DISCUSSION: Planning Board members reviewed the existing Recreation Chapter, as well as the additional recreational activities as identified within the Agenda. Scott Henze stated that he would include the additional recreational activities as identified within the Agenda within the Chapter. Scott Henze stated that the existing Comprehensive Plan is formatted with issues, goals, objectives, observations and recommendations. Scott Henze informed Colleen Cordone, who has had an interest in the development of the Town's Comprehensive Plan, that the Planning Board has not been asked or is not developing a new Comprehensive Plan but rather have been taking a look at the existing chapters of the Comprehensive Plan and making adjustments to them. Scott Henze stated that, for instance, the issue from the Recreational Chapter of the Comprehensive Plan identifies that the Town should purchase and develop lands for recreational purposes such as baseball and soccer fields as soon as possible and, in essence, developing its own recreational field complex. Scott Henze asked Planning Board members whether or not they felt that this was still a valid statement? Planning Board members identified that the Town should increase the amount of recreational lands and not simply rely solely on the Northville Central School District to provide four (4) recreational fields. Scott Henze suggested that, rather than identifying the Town as the only player in such an initiative, that may be there should be a joint initiative to develop a centralized recreational field complex that would include the Town, the Village of Northville, as well as some private sector investments. Planning Board members agreed that this concept should be promoted. Planning Board members identified that, since the completion of the current Comprehensive Plan, the Northville Placid Trail starting point has been moved to the Village's Waterfront Park, which should be updated in the Recreation Chapter. The Planning Board also identified that, given Fulton County's initiative on developing sewer infrastructure along the New York 30 and 30A corridor from the City of Gloversville to the

Village of Northville, that the location of the former Red Barn Airport would be an ideal location for a KOA style or privately-run owned and operated RV Park. The Planning Board identified that, other than the Northampton Beach State Campground and a few additional small campground facilities, there is a lack of a facility that would cater to those visiting the area in RV's. Planning Board members noted that there is a demand for this type of facility in Fulton County. Planning Board members identified that there is a lack of public access on the Great Sacandaga Lake. In particular, boating access from the Great Sacandaga Lake for those who wish to patron restaurants and shops in the Village of Northville. Scott Henze referenced the 2014 Town/Village/Hamlet Economic Development Plan that was produced in coordination with the APA, as well as the Village of Northville's updated Comprehensive Plan, in reference to the development of public docking at the joint Northville/Northampton Beach that would utilize a trolley service that would transport people into the Village of Northville, as well as corresponding locations such as businesses located within the Sacandaga Park and down to the Northampton Beach Campground area. Planning Board members requested that a similar recommendation be made to the Recreation Chapter based upon that of the Village's Comprehensive Plan. Scott Henze asked Planning Board members whether or not there were additional thoughts or ideas in regards to the Sacandaga Golf Course and how it is addressed in the current Recreation Chapter of the Comprehensive Plan. Scott Henze identified that Ms. Cordone is present due to having concerns in regards to the current status of the Golf Course. Ms. Cordone stated that she lives in Sacandaga Park near the Sacandaga Golf Course and is saddened to see the current state that it is in. Ms. Cordone stated that the Sacandaga Park area residents have heard and seen various conceptual proposals by the current owner of the Golf Course and fear that the Course will eventually be turned into housing. Ms. Cordone stated that it is of her understanding that there has been no official proposal by the owner of the Golf Course to the Town to date. Ms. Cordone indicated that there are concerns in regards to the local property owners' property values decreasing given the fact that the owner of the Golf Course has developed a hobby farm on what once was the chipping and driving range. Ms. Cordone indicated that the current owner of the Golf Course is not working with Northville Central School for utilization of the Golf Course for student golfers and is saddened to know that the student golfers are required to go to Johnstown to practice and play. Chairman Smith asked Ms. Cordone whether or not she and others are satisfied with the Town's current zoning of Golf Course and the protections that it has to continue to protect the Golf Course to date? Ms. Cordone stated that she does not have concerns in regards to the current zoning of the Golf Course. However, does have concerns if such zoning should change. Planning Board members ensued in a lengthy discussion about the significance that the Sacandaga Golf Course has on the Town of Northampton. Planning Board members identified that, in order for the Town to continue to protect the nature of the Sacandaga Golf Course and its historic history thereof, that the Town should consider purchasing the Golf Course and try to develop a public/private partnership with the course's maintenance and upkeep and operations. It was also noted that the Northville Central School may also be able to be a player in such an initiative. Planning Board members asked Scott Henze to draft a recommendation in the Recreation Chapter that would revolve around a public/private partnership and ownership of the Golf Course. Scott Henze asked whether or not there were any additional recreational activities that the Board would like to include into the Chapter at this time? Scott Henze stated that his department is currently in the preliminary stages of looking at a Countywide ATV/UTV trail system that would be similar to that of the current snowmobile trail system. However, would be used for ATV's and UTV's

more specifically. Scott Henze stated that, based upon his research of existing ATV and UTV trail systems in the Tug Hill plateau area, as well as in systems in southern New York, and surrounding states, that Fulton County could be a prime location for such a system and initiative. Alternate Member Anker identified that he was a member of an ATV/UTV club in Nassau County, as well as having interests in lands in Hamilton County and other locations for the development of ATV trail systems. The Planning Board identified that a recommendation for the Town of Northampton to welcome such a County ATV/UTV trail system initiative be developed.

## **V. DISCUSSION ON PROPOSED SOLAR FARMS:**

Member Conkling stated that the Governor's initiative on going green in the State of New York and the lack of flat developable land in the Town of Northampton, it is of his concerns that, at some point in time, the Town of Northampton will become a potentially prime target for solar development. Member Conkling identified that, currently, the Town of Northampton has a moratorium on solar installations until such time that the Planning Board completes the Comprehensive Plan and updates the Zoning Regulations. Member Conkling noted that, for instance, the Red Barn Airport, which is currently zoned "Mixed Use" is relatively flat and can be easily accessed by State Highway 30, could potentially be a prime location for a solar installation. Member Conkling noted that, however, the Town's vision for that piece of property is to be utilized for tourism and recreation, most notably being a Recreational Vehicle Park. Scott Henze stated that he would draft language in regards to solar installations with the understanding that the Town of Northampton is not objective to the fundamental foundation of solar fields, however, has great concerns that those installations would have a significant impact on the Town's economy and by being installed at locations that would impact the Town's vision.

## **VI. PROPOSED ZONING AMENDMENTS:**

- In 2018-2019, the Planning Board developed a list of proposed amendments.
- See attached.

DISCUSSION: Scott Henze indicated that the Planning Board and former Code Enforcement Officers had been working on a list of proposed Zoning Amendments in combination with updating the Comprehensive Plan. Scott Henze indicated that continuing to update both in unison will result in making sure that the two (2) documents do not conflict with one another.

## **VII. CHAIRMAN'S REPORT:**

Chairman Smith indicated that he would be heading to Florida and would not return until sometime in May 2021. Chairman Smith asked Planning Board members to be prepared for his attendance via Zoom.

**VIII. CODE ENFORCEMENT REPORT:**

DISCUSSION: Todd Unislowski, Acting Code Enforcement Officer, stated that he continues to maintain the one (1) day a week office hours being Wednesdays. Mr. Unislowski indicated that he is trying to keep up with the issuance of Building Permits, as well as inspections.

**IX. CLOSE OF THE MEETING:**

MOTION: To close the meeting at 7:15 p.m.

MADE BY: Member Groff

SECONDED: Member Conkling

VOTE: 5 in favor, 0 opposed (Alternate Member Anker was requested by Chairman Smith to be an acting member at 6:00 p.m. with Member Anderson having left the meeting.)