



## **Town of Newfield Planning Board**

Meeting Minutes  
March 4, 2020

### **Opening**

The regular meeting of the Town of Newfield Planning Board was called to order by Chairman Leo Tidd at 6:05 PM at the Town Hall Meeting Room.

### **Present**

Planning Board: Chairman Leo Tidd, Vice Chairman Jacob Marnell, Brenda Lapp, Jim Hausteine (not present: Randy Brown). Town Board: Mike Allinger. Other: Joan Jurkowich, Tompkins County Department of Planning and Sustainability.

### **Privilege of the Floor**

No community members were present.

### **Approval of Minutes**

The January 8, 2020 Minutes were reviewed and approved.

### **Planning Board Vacancy**

Brenda Lapp has joined the Planning Board, assuming the position vacated by Bob Mazourek in October.

### **Open Issues**

#### *Newfield Hamlet Revitalization Plan (NEWHARP)*

The Planning Board has been discussing the possibility of submitting a Technical Assistance Grant request from the New York State Main Street Program.

Joan Jurkowich from the Tompkins County Department of Planning and Sustainability has discussed initiatives that the Planning Board is considering with her contacts at the New York Main Street Program. Some of her findings:

- A Technical Service Grant for planning a larger grant is not an initiative that would likely be approved. Rather, Technical Service Grants are more geared to “make ready” for a larger project, that is, initial steps for a larger, already-planned project.
- New York Main Street Programs are heavily geared towards improvement of buildings and cannot be used for road improvements or streetscape, unless the



- road or streetscape is immediately adjacent to a building being considered as part of a project.
- A community cannot apply for a New York State Main Street Grant and a Technical Service Grant at the same time.
  - Newfield does appear to meet the qualifications of greater than 50 percent lower income brackets, etc. which are required for New York Main Street Programs.

Upon discussion, the Planning Board decided to investigate the following possibilities for the initial phase of NEWHARP:

- An environmental study of the Covered Bridge Market property; having such may be beneficial for any sale of the property. This could be an opportunity for a New York Main Street Program Technical Service Grant.
- A traffic/safety study of the Main Street/Bridge Street-Shaffer Hill Road intersection. This activity would likely not be funded by a Main Street Program Technical Service Grant.
- Investigate options for Thoma Development Consultants to provide advise as to which grants the Newfield Planning Board might apply for.
- Initiate discussion regarding submitting a future application for the Cornell Design Connect Program.

**ACTION ITEM:** Leo Tidd to contact the Realtor listing the Covered Bridge Market and inquire about interest in the Planning Board submitting a New York State Main Street Program Technical Service Grant for an environmental study of the property.

**ACTION ITEM:** Jim Haustein to contact Fernando de Aragón, of the Ithaca and Tompkins County Transportation Council to investigate possibilities for a traffic study for the Main Street/Bridge Street-Shaffer Hill Road intersection.

**ACTION ITEM:** Jim Haustein to contact Thoma Development Consultants regarding the possibility of their attending a Planning Board meeting to help determine which grants the Newfield Planning Board might consider applying for and what assistance Thoma might be able to provide.

**ACTION ITEM:** Jim Haustein to provide Planning Board members information regarding the Cornell Design Connect Program which provides assistance with community planning and design work.



## **Open Issues**

### *Status of Town Board Action on Laws Proposed by the Planning Board*

- **Subdivision Law**  
The latest revision of the “Subdivision Control Regulations for the Town of Newfield, New York” document (also known as the “Subdivision Review Law”) was previously drafted by the Planning Board. The document is pending review and action by the Town Board.
- **Noise and Animal Control Law**  
The Noise and Animal Control Laws, previously drafted by the Planning Board and are currently being evaluated by the Town Board. There is no action item for the Planning Board at this time in so far as these proposed laws are concerned.

## **New Business**

### *Site Plan Reviews and Review of Building Permits*

- No new Site Plan Reviews have been received.
- No Site Plan Reviews are pending.
- No recent building permits provided an “opportunity” for a Site Plan Review.
  - A few questions were posed regarding permits for mobile homes, for example, project costs, what is considered in approving the permit, etc. (ACTION ITEM: Jim Haustein to contact Alan Teeter for clarification),
- Alan Teeter has been asked to provide the Planning Board a monthly spreadsheet of new building permits.

## **Miscellaneous**

### *Susan Christopherson Community Planning Center Informational Update*

The purpose of the proposed Susan M. Christopherson Center is to enhance the capacity of community organizations to engage and plan self-initiated or government agency-originated projects. Leo Tidd has been in contact with the Steering Committee for this initiative and has indicated willingness to participate in the information gathering for this effort. Any other Planning Board members interested in participating should contact Leo.

### *Tompkins County Forest Lands*

The Newfield Town Board was provided argument at their February 27 meeting regarding benefits of not logging old-growth county-owned forests. The Caroline Town Board passed a resolution “Recommendation of Hands-off Policy to Promote a Proforestation Strategy for Forests on County Lands” on February 12. Following



discussion, the Planning Board decided not to make a recommendation to the town Board regarding a similar resolution for Newfield.

#### *New Town eMail Accounts*

The Town has moved to a new email system and Planning Board members should begin using the new Office 365 eMail. Newfield Planning Board and other town business should use the @newfieldny.org eMail accounts rather than personal email accounts.

#### **Agenda for Next Meeting**

- Newfield Hamlet Revitalization Plan (NEWHARP)
  - Joan Jurkowich Research and Recommendations
  - Thoma Development Presentation (tentative)
  - Path Forward and Action Items
- Status of Subdivision Review Law
- Review of Building Permits
- Review of New Site Plans Received

#### **Adjournment**

A motion to adjourn the meeting was made by Jacob Marnell and seconded by Leo Tidd. The meeting was adjourned by Chairman Leo Tidd at 7:25 PM. The next general meeting of the Newfield Planning Board will be at 7:00 PM on Wednesday, April 8, 2020 in the Town Hall Meeting Room.

Submitted by Jim Haustein