



Town of Newfield Planning Board

Meeting Minutes
November 6, 2019

Opening

The regular meeting of the Town of Newfield Planning Board was called to order by Chairman Leo Tidd at 6:58 PM at the Town Hall Meeting Room.

Present

Planning Board: Chairman Leo Tidd, Vice Chairman Jacob Marnell, Randy Brown, Jim Haustein.
Town Board: Mike Allinger, Joanne James, Christine Laughlin, Casey Powers.

Privilege of the Floor

No community members were present.

Approval of Minutes

The October 2, 2019 Minutes were reviewed and approved.

Open Issues

Subdivision Review Law

The Planning Board provided a presentation to Town Board members on the proposed Subdivision Review Law. Purpose of the presentation was to inform the Town Board that the draft law is being written by the Planning Board, to outline salient points of the proposed law and to obtain Town Board feedback. Discussion topics included background, definitions and scope, the subdivision review Procedure, fees and enforcement and a schedule of activities.

In general, the Town Board was in favor of a subdivision law but cautioned that any law should not decrease the ability of a landowner to sell or develop their property, the law should avoid the potential of reduced land prices and the law should not inhibit development. Additionally, cluster and conservation-type subdivisions should be encouraged in the interest of consistency with the Newfield Comprehensive Plan and citizen feedback incorporated into the Plan. The subdivision review process should be considered as a “planning tool” for developers.

One point of discussion was determining what subdivisions would be included within the “scope” of the law ... that is, under what circumstances would the subdivision review process be triggered? The Town Board requested the Planning Board provide a recommendation.

The intent is to have a law drafted by January or February. The Planning Board is recommending attorney review prior to a public hearing on the matter.

Newfield Hamlet Revitalization Plan (NEWHARP)

Jacob Marnell presented some conceptual drawings of possible Hamlet revitalization scenarios. Jacob’s intent was to include adequate parking, landscaping and traffic calming (for example, a small circle on



Main Street; this would encourage people to “slow down” to afford an opportunity to do potential business in downtown Newfield).

A checklist of tasks, schedule and responsible party for the Revitalization Plan is being maintained to keep associated activities organized and to help ensure progress continues on the effort.

In the next few months, the Planning Board will begin the process to seek funding through Technical Assistance Grants (as part of the New York State Main Street Program) for the planning phase of this activity (for example, consultant support). Funding applications need to be completed by July.

ACTION ITEM: Randy Brown will contact Thoma Development Consultants to determine if they can be of assistance in writing grant applications and what the potential cost would be.

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.

Open Meetings

Leo Tidd attended a Local Government Conference hosted by the Tompkins County Council of Governments on October 24. One item of discussion was requirements for open meetings. **ACTION ITEM:** Jim Haustein will investigate opportunities for improving the manner in which the Planning Board holds open meetings.

Planning Board Vacancy

Bob Mazourek has resigned from the Planning Board effective October 24. **ACTION ITEM:** Jim Haustein will work with Karen Kenerson to advertise the Planning Board member vacancy and to solicit applications. Persons living in the Hamlet or involved with agriculture are especially encouraged to apply.

Miscellaneous

Randy Brown had previously attended an open house meeting of the Tompkins County Transportation Council. Randy indicated to the Town Board members that Newfield appears to be under-represented in Transportation Council meetings.

Agenda for Next Meeting

- Review of any new Site Plans Received
- Status of Subdivision Review Law
- Newfield Hamlet Revitalization Plan (NEWHARP)
- Planning Board Vacancy

Adjournment

A motion to adjourn the meeting was made by Leo Tidd and seconded by Randy Brown. The meeting was adjourned by Chairman Leo Tidd at 9:02 PM. The next general meeting of the Newfield Planning Board will be at 7:00 PM on Wednesday, December 4 in the Town Hall Meeting Room.

Submitted by Jim Haustein