

Newfield Planning Board Meeting Minutes

May 1, 2013

In Attendance:

- Planning Board: Nancy Dolge (Chair), Gary Goff, Randy Brown, Tony Russo, Gene Yaples
- Other: Chris Hayes (Consultant)
- Barbara Tefft, Secretary

Meeting called to order, 7:10 pm, Newfield Town Hall.

Agenda Items:

Summary of Agenda Items for May 1, 2013 meeting:

Approval of Minutes

VOTE to approve DRAFT Plan availability for public review.

Chris Hayes – Presentation on Site Plan Reviews.

Chad Novelli from Caroline Planning Board Chair attending.

Old Business

- County response to the draft plan
- Publicity and flyers
- Linda Poppleton – Web-master
- Comments – how will they be handled
- Thanks – to Linda Callahan for proofreading the plan
- May 21 Public Discussion – Duties- Only one meeting before that
- Who will do Power Point Presentation for Public Discussion - see April 17 minutes
- Gary-AV Equipment? Projector, microphone

Minutes - Submitted by Barbara Tefft:

Approval of Minutes:

Newfield Planning Board Minutes of April 17, 2013 – Gary motioned, Randy second - Approved.

Presentation: Chris Hayes on Site Plan Review (SPR)

- Newfield is the only town in Tompkins County with no subdivision regulations.
- SPR can be restricted to specific areas of the Town, ie: only in Hamlet or UNA's
- SPR does NOT address land USE.
- Give and take in negotiating approval of permit.
- Chad Novelli stated that the Town of Caroline is almost done with their SPR ordinance and feels much would apply to Newfield.

- Chris gave us 2 handouts on Site Plan Review. One was from the NY Dept. of State. The other was from an American Planning Association Memo. (PAS Memo)

Subdivision Rule:

- SPR is only implemented when construction is proposed, whereas the subdivision rule applies when land is divided into smaller parcels.
- If a Town does not have a subdivision ordinance, any division of more than 5 lots of 5 acres or less in size requires that a proposal be sent to Tompkins County Health Dept.
- Must be divided so that every lot can be built upon, no cliffs or steep slopes, etc.
- Can require recreational facilities be included in proposal, etc.
- Can require cluster building in subdivision, ie: in prime agricultural land area

Development Guidance System:

DGS is a point-based system whereby a development proposal must earn a certain number of points to win approval. Points are granted for encouraged development aspects, ie: X number of points granted for developing on poor agricultural land, fewer points for proposals involving prime agricultural land.

VOTE: To Approve Final Draft of Newfield Comprehensive Plan

Gary motioned to submit the Final Draft Plan to make available for Public Review May 8, 2013.

Discussion: Planning Board Comments on Final Draft

- Randy had some comments on tone of wording in Introduction – change “preserving” to “enhancing”, “protection” to “stewardship”.
- Review Acknowledgments in Appendix, check list of names and spellings.
- Linda Callahan edited the Draft.

Tony motioned to accept the Final Draft Plan to make available for Public Review May 8, 2013. Gary Second. UNANIMOUS APPROVAL by the Newfield Planning Board!

Discussion: Calendar, Tasks and Events

- Linda Poppleton will post the Draft Plan on the Town website.
- Nancy arranged for publicity in local newspapers.
- Public comments are to be sent to :
plancomments@newfieldny.org
- All comments must be in writing. Board members are to refer all verbal comments to the Town web site to submit.
- Planning Board has a new general email address which Nancy will check weekly.
planningboard@newfieldny.org. Eventually she thinks we should assign someone monthly to check email and respond.

- Nancy will monitor and compile all comments and email to Board Members once a week for the three week Public Comment period.
- Nancy looking for volunteers to set up the Public Discussion Meeting at the firehall.
- Protocol for meeting, projector, microphone, etc. arrangements confirmed.
- PowerPoint presentation to be displayed with rotating slides as Public enters.
- Finalize Public Discussion Agenda
- Gary will bring AV equipment. Gary and Randy will provide easels and paper.

Agenda for May 15, 2013 meeting

Old Business

- Linda Poppleton and May 8 Deadlines
- Publicity including posters and radio
- Comments (Compile once per week and send. How?)
- Volunteers for May 21
- Deadline for minutes and minutes on the website
- Check calendar

Administrative Business

- Minutes need to be received by Board members and Chris Hayes by first Monday after the meeting.
- Keeping deadlines, reading emails, letting Board Members know if you will be inaccessible and unable to meet your commitments.
- Old minutes- Updated if needed and on the web by?

May 21 Public Discussion

- Be at the Fire Hall by 6 PM
- List of Volunteers
- Job assignments
- Set up of the Venue
- Updated May 21 Agenda
- Power Point
- Materials Needed - Who will get them? Tax exempt form and receipt needed to be reimbursed.
- Trouble shooting

Motion to Adjourn

Meeting adjourned