



Town of Newfield Planning Board

Meeting Minutes

April 1, 2020

Opening

The regular meeting of the Town of Newfield Planning Board was called to order by Chairman Leo Tidd at 7:00 PM. The meeting was held virtually via ZOOM.

Present

Planning Board: Chairman Leo Tidd, Vice Chairman Jacob Marnell, Randy Brown, Brenda Lapp, Jim Haustein. Town Board: Mike Allinger. Other: Joan Jurkowich, Tompkins County Department of Planning and Sustainability; Rich Cunningham, Thoma Development Consultants.

Privilege of the Floor

No community members were present.

Approval of Minutes

The March 4, 2020 Minutes were reviewed and approved.

Newfield Hamlet Revitalization Plan (NEWHARP)

The Planning Board has been investigating possible grant opportunities for a Hamlet revitalization.

Tompkins County Department of Planning and Sustainability, Municipal Assistance Program

Joan Jurkowich from the Tompkins County Department of Planning and Sustainability summarized her findings with regard to possible Planning Board submission of an application to the New York Main Street Program.

- A Technical Service Grant for planning a larger grant is not an initiative that would likely be approved.
- 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.
- Randy Brown mentioned possible options for Tompkins County to consider satellite offices in Newfield.



ACTION ITEM: Randy Brown to contact the Covered Bridge Market owners 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.

Thoma Development Consultants

Rich Cunningham from Thoma Development Consultants provided a discussion regarding Thomas experience and expertise in community development consulting. Thoma, based in Cortland, has been in business for approximately 40 years. Most customers are within a two-hour drive radius of Cortland (including work for Groton and Dryden – for example, the Dryden Comprehensive Plan). Thoma submits 20 to 30 grant applications per year and often does work associated with a grant. Empire State Development and/or Community Development Block grants are possible options for the Planning Board; projects could involve a hamlet economic market analysis, including economic needs and opportunities.

Cornell Design Connect

The Planning Board has been authoring an application for a Cornell Design Connect project. The purpose of the project is to develop a plan to encourage a walkable, attractive, vital hamlet downtown. The draft application was reviewed and will be finalized for submission in time for the Friday, April 3 deadline. At their March 26 meeting, the Newfield Town Board unanimously approved the Planning Board’s submission of a Design Connect application. **ACTION ITEMS:** Planning Board Members should provide requested input to Leo Tidd as soon as possible.

Tompkins County Transportation Council

On March 25, Leo Tidd and Jim Haustein had a conference call with Fernando de Aragón, of the Ithaca and Tompkins County Transportation Council to discuss possibilities for improvement of the Main Street/Bridge Street-Shaffer Hill Road intersection. The intersection is basically “undefined” and likely does not meet state and federal guidelines. A FHWA (administered through NYSDOT) Transportation Alternatives Program (TAP) grant could be a good fit for this project.

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 reviewed with the Town Board at their April 26 meeting. Comments



received were incorporated into the document. There were no additional comments by the Planning Board. ACTION ITEM: Leo Tidd to forward latest revision of the “Subdivision Review Law” to the Town Board for further review and action.

- 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.

New Business

Site Plan Reviews and Review of Building Permits

- No new Site Plan Reviews have been received.
- No Site Plan Reviews are pending.

Miscellaneous

Planning Board / Township Coronavirus Activity Modifications

Newfield Town Board and Newfield Planning Board meetings will be held virtually via ZOOM until further notice.

Agenda for Next Meeting

- Newfield Hamlet Revitalization Plan (NEWHARP)
 - Design Connect Application
 - Miscellaneous
- Review of Building Permits
- Review of New Site Plans Received

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 8:29 PM. The next general meeting of the Newfield Planning Board will be at 7:00 PM on Wednesday, May 6, 2020 via ZOOM.

Submitted by Jim Haustein