



Town of Newfield Planning Board

Meeting Minutes
March 3, 2021

Opening

The regular meeting of the Town of Newfield Planning Board was called to order by Chairman Leo Tidd at 7:01 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; Town Clerk: Karen Kenerson.

Privilege of the Floor

No items of discussion.

Approval of Minutes

- The February 3, 2021 Minutes were reviewed and approved without modification.

Open Issues

Verizon Wireless Millard Hill / Solar Farm Updates

The Town Board and Town Clerk will be taking the lead on issuing Special Permits for these projects.

New Business

Site Plan Reviews/Subdivision Applications

No new site plans or subdivision applications were received during February 2021; no site plans or subdivision applications are currently under review.

Review of Building Permits

The Planning Board had no concerns or comments on any of the Building Permits issued during February 2021.

Newfield Hamlet Revitalization Plan (NEWHARP)

- The project manager for the Newfield Cornell Design Connect Project is Anthea Fernandes. She is a second-year master's student studying regional planning at



- Cornell. Her background is in architecture and she has experience with various projects associated with neighborhood planning and development.
- The Design Connect project team has been assigned and Design Connect has provided a syllabus/project plan. Tentative completion date is May 4. Deliverables include the following:
 - Master Plan for NEWHARP.
 - Complete recommendations for street design.
 - Compiled proposal document.
 - Specific tasks include the following:
 - A background study and analysis (demographics, land use, pedestrian and vehicular circulation, parking areas, historical sites, nature trails, etc.; identification of key issues in the Comprehensive Plan).
 - Precedent studies (precedents for mobile planning, ideas on street design, guidelines for safe intersections, wayfinding ideas, etc.).
 - Base plan for the focus area (GIS for analysis plus AutoCAD for design intervention).
 - Community outreach (identify key stakeholders, based on demographics determine who needs to be included in any focus group meetings, etc.).
 - Funding opportunities/grants (check criteria for Federal New Starts Program, investigate Streets program, various foundations and organizations funding small local projects).
 - Site study/visit (document the challenges and problem areas existing on the site; observe Main Street, Bridge Street and Shaffer Road, the sidewalks, tree coverage, open spaces and built form within the focus area).
 - There will be bi-weekly status update meetings between Design Connect and representation from the Planning Board.
 - Design Connect has requested some information regarding Community Outreach (ACTION ITEM: Jim Haustein to respond to email providing suggested approach. ACTION ITEM: Randy Brown to be the contact point for the *Newfield News*).

Solar Strategy

- Planning Board members have begun review of the Newfield Large-Scale Solar Energy Law (2017-4). The Planning Board reviewed the draft Caroline Solar Law. This appears to be a very comprehensive document and contains some important salient points that will assist the Newfield Planning Board in making recommendation to the Town Board for updating the Newfield Solar Law. ACTION ITEM: Jim Haustein to contact the Caroline Planning Board regarding any updates to the draft law.



Miscellaneous

Climate Committee

The Climate Committee is looking at the NY Energy Stretch Code which is getting a lot of emphasis statewide. This appears to be a minor modification to the current code with significant energy saving benefits. Approval would be at the Town level and there are State-provided incentives for early adoption.

Agenda for Next Meeting

- Review of Site Plan and Subdivision Review Applications Received
- Review of Building Permits
- Newfield Hamlet Revitalization Plan (NEWHARP)
- Solar Strategy
- Miscellaneous

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 8:38 PM. The next general meeting of the Newfield Planning Board will be at 7:00 PM on Wednesday, April 7, 2021. Venue (via ZOOM or at the Town Hall) to be determined.

Submitted by Jim Haustein