

Town of Farmington

1000 County Road 8
Farmington, New York 14425

PLANNING BOARD ORGANIZATIONAL MEETING
Saturday, January 28, 2017, 9:00 a.m.

APPROVED MINUTES

The following minutes are written as a summary of the main points that were made and the actions taken at the Town of Farmington Planning Board 2017 Organizational Meeting.

Board Members Present: Scott Makin, *Chairperson*
Adrian Bellis
Edward Hemminger
Mary Neale
Douglas Viets

Town Board Members Present: Supervisor Peter Ingalsbe
Ronald Herendeen
Steven Holtz

Staff Present:
Ronald L. Brand, Town of Farmington Director of Development and Planning
David Degear, Town of Farmington Water and Sewer Superintendent
Don Giroux, Town of Farmington Highway Superintendent

Resident Present:
Reginald W. Neale, 6032 County Road 41, Farmington, N.Y. 14425

1. MEETING OPENING

The meeting was called to order at 9:00 a.m. Since everyone in attendance was familiar with the Planning Board members, Town staff, and emergency procedures and exits, Mr. Makin omitted introductions and the review of these items this morning.

Notice of the meeting was provided to the Planning Board, Town Board, Town Clerk and news media on December 21, 2016, by the clerk.

2. SUPERVISOR’S REPORT

Supervisor Ingalsbe reported on the following topics:

- The 2017 Town budget is in place. Planning is now in progress for the identification and funding of capital improvement projects for the five-year period from 2018 to 2022.
- Phase 1 of the Town Hall addition and renovation project is about two weeks ahead of schedule. Staff will be moving into the new addition on or about March 1, 2017, following which renovations will begin in the existing offices, Main Meeting Room, and downstairs area. Meetings of the Town Board, Zoning Board of Appeals and Planning Board will be held in the Town Court building on Hook Road during the renovations. Meetings of other boards (i.e., Conservation Board, Agricultural Advisory Board, etc.) will be held in other locations to be announced. Renovations on the lower level of the Town Hall will include remodeling to create an additional conference room, and new flooring and lighting fixtures. The project also will include increased security systems for fob access, cameras and monitors throughout the Town Hall, WiFi internet access, upgraded IT and telephone systems, and a sound system for the meeting room.
- Supervisor Ingalsbe has asked members of the Planning Board and other Town boards to provide representatives to serve on several new committees that will be formed this year to draft a solar law and to update the Town Code and the *Comprehensive Plan*. Mr. Makin has forwarded the names of the Planning Board representatives to Marcy Daniels in the supervisor's office.
- Mr. Hemminger reported to the Town Board members that the Planning Board will suggest that a separate section of the Town Code be established for definitions to assure that the same definition is used throughout the sections of the code. He explained that this would avoid various interpretations, would provide continuity to the Town Code and would limit liability that could occur through the inconsistent interpretation of terms.
- Mr. Holtz will serve as the Town Board's representative to the *Comprehensive Plan* update committee. Ms. Neale and Mr. Bellis will represent the Planning Board.
- Supervisor Ingalsbe said that a slight increase in Town water rates for 2018 is planned to help defray costs of water system improvements that will be needed due to the growth of the Town's population.
- A volunteer is sought to assist with upgrades to the Town's website. Supervisor Ingalsbe noted that the current website also offers residents the opportunity to subscribe to various e-mail blasts on topics of interest, i.e., Main Site, Supervisor, Clerk's Office, Highway, Assessor, Town Court, Building and Planning, Water and Sewer, Recreation Department, Historian and Town News e-mail lists. The sign-up area is located on the home page of the Town website at the bottom left.

- A Town newsletter is planned for distribution this spring. Ms. Neale suggested that an article on the benefits of Incentive Zoning be included. Information on enrolling for the various Town e-mail blasts also was suggested.

3. TOWN STAFF REPORTS

David Degear, Water and Sewer Superintendent:

Mr. Degear reported that Town Construction Inspector Matt Heilmann is an excellent addition to the Town staff. Mr. Heilmann is documenting site work at the various construction projects now in progress to assure the contractors' adherence to Town codes, and subdivision and site plan requirements.

Mr. Degear said that the Water and Sewer Department faces the challenges that come with the growth of the Town of Farmington. He expressed his appreciation to the Town Board, the Highway Department and the many Town departments that are working together as a unified group. He expressed his thanks for the high level of cooperation that now exists among the Town departments and boards.

In response to a comment from Mr. Holtz, Mr. Degear described new camera and vehicle equipment that is now in use by the Water and Sewer Department to inspect sewer lines on a manhole-by-manhole basis for the identification of root issues and clearing. He also noted the hiring of a new staff member in the department to operate the new flusher truck and camera equipment. He said that the Town is investing in the expansion of the flusher system on a step-by-step basis.

Mr. Degear also reported that the monthly Project Review Committee meetings organized by Mr. Brand have provided the Town staff with an opportunity to work more cooperatively as a group and receive information on new applications and the status of existing projects.

Director of Development and Planning:

Mr. Brand reported on the following topics:

- The applicant's engineer is working on the design for Sections 6N and 6S of the Auburn Meadows Subdivision. A preconstruction meeting is expected to be scheduled soon. In addition, the developer has given the engineer the go-ahead to begin the design of Section 9 that would be located in the east portion of the subdivision near Canandaigua–Farmington Town Line Road.
- An inquiry has been received from a planner regarding a potential apartment and mixed-use project on vacant land on the south side of Route 96

between the Farmington Market Center (Tops Supermarket) and the plaza at the intersection of State Route 332 and Route 96. The planner has indicated that there is a need for more one- and two-bedroom apartment units in the community. Mr. Brand reported that BME Associates is preparing a concept plan for the overall development of this site and that an Incentive Zoning application may be submitted.

- Mr. Brand noted the interest by area residents to the Farmington Gardens Phase 2 project that has been proposed for the vicinity of State Route 332, Mercier Boulevard and Hathaway Drive. He said that there had been no major concerns expressed by residents when the first phase of the project had been proposed and constructed, and that perhaps awareness of Phase 2 has been heightened by the residents' use of social media that has generated community interest. Mr. Hemminger said that a challenge to the Planning Board has been communicating with residents who are not aware that the Incentive Zoning approval for this project already has been given by the Town Board and that the role of the Planning Board is to make the project as good as it can be. Mr. Hemminger also noted that residents may not be aware of the benefits of Incentive Zoning to the community and to the taxpayers.
- Mr. Brand said that he expects the developer of the Farmington Market Center will soon address the issues identified by the New York State Department of Transportation for the State-required improvements to State Route 96.
- Mr. Brand reported that another developer is expected to place a purchase offer on the 115-acre Peter Psyllos property located on the southwest corner of State Route 332 and County Road 41.
- Mr. Brand commented on a recent newspaper article regarding a walking trail to be constructed on the former Hojack railroad line in Monroe County. He noted that recent information has shown that the value of real property increases at a faster rate when the properties border or are adjacent to walking trails. This would be of interest to those property owners in Farmington whose parcels would abut or be near the Auburn Trail as it passes through the Town. Construction of the trail is planned this year.
- Rochester Gas & Electric Corporation is expected to begin work at the Collett Woods Phase 3 project this week. Bowering Homes plans to begin Sections 3 and 4 of the Hickory Rise Subdivision this year.
- Mr. Brand is working with Code Enforcement Officer James Morse to assure that Site Plans and other documents submitted by applicants are complete prior to the advancement of plans through the building process and presentation to the Planning Board.

- Mr. Brand reported that the Town's Solar Energy Code would be the first of several special projects to be completed this year. He said that he anticipates that the committee on this project would be appointed shortly by the Town Board. Mr. Brand also requested that Planning Board members provide their suggested updates to the Town Code to him as soon as possible. He would like to have the Planning Board's consensus on Town Code updates in hand prior to the Town Code committee's first meeting.
- Mr. Brand said that Patricia Wirth now represents the Town of Farmington on the Ontario County Planning Board and that Sue Hilton is the new chairperson of the Conservation Board. He said that the Agricultural Advisory Board would be assembled this spring and may consider applying for a land-use grant which would affect the criteria in the A-80 Zoning District.

Highway Superintendent:

Mr. Giroux discussed the new pre-wet salt system that is now in use on several Highway Department trucks. He explained that the Town Board approved the system in December and that Highway Department purchased two 3,000-gallon tanks and sprayer systems. Mr. Giroux said that the calibrated computer system provides drivers with a more accurate accounting of the amount of salt-mix applied to the highways. The system enables the Town to use less salt, i.e., an average of 10 tons of wet salt mix per truckload at \$50 per ton as compared to an average of 15 to 16 tons of dry salt per truckload.

Mr. Giroux also reported that the system reduces salt waste. He said that about 90 percent of the wet salt mix that is spread remains directly on the pavement, as compared to only about 60 percent of dry salt remaining on the pavement. Mr. Giroux explained that the wet salt mix is effective to about 25 degrees below zero, as compared to dry salt that is not effective at temperatures below 15 degrees. With this new system, the Town is saving about \$1,500 per trip on a full salt run.

Ms. Neale suggested that a report on this new road salting system should be communicated with Town residents through the e-mail blast feature of the website and as an article in the upcoming Town newsletter this spring.

4. CHAIRPERSON'S REPORT

Mr. Makin expressed thanks and appreciation to the Town professional staff and the members of the Planning Board for their work in 2016. He especially noted that the Town staff well advises and works with applicants to assure that applications are complete prior to their submission to the Planning Board.

Mr. Makin noted the passing of Ernest Ackerman of A&D Real Estate Development Corporation and the many projects developed in Farmington by Mr. Ackerman and his company.

Mr. Makin reviewed the listing of several of the major projects that came before the Planning Board in 2016, as follows. He noted that the Planning Board handled 25 projects in 2016, an increase from 16 projects handled in 2015.

Auto Outlets

Collett Woods Apartments, Phase 3

DiFelice Industrial Complex

Farmington Garden Partments, Phase 2

MiniTec Framing Systems

New Energy Works Expansion

Pond Venue Special Events Site

Psyllos Incentive Zoning Project

Rules of Procedure and Major Thoroughfare Overlay District (MTOD)

Site Design Guidelines:

Mr. Makin requested that amendments to the Planning Board Rules of Procedure and the Town's Major Thoroughfare Overlay District (MTOD) Site Design Guides be provided to him as soon as possible. The clerk will send the revisions received as of today from Mr. Brand, Mr. Makin and Mr. Viets to board members and staff in one file via e-mail (each person's revisions will be color coded). Mr. Makin said that he would schedule consideration of approval of the Rules of Procedure and the MTOD Site Design Guidelines for the meeting on February 15, 2017.

5. ADJOURNMENT

■ A motion was made MR. HEMMINGER, seconded by MR. VIETS, that the meeting be adjourned.

Motion carried by voice vote.

The meeting was adjourned at 9:55 a.m.

Following the meeting, Supervisor Ingalsbe led a tour of the new Town Hall addition.

The next regular meeting of the Planning Board will be held at the Town Hall on Wednesday, February 1, 2017, at 7:00 p.m.

Following the meeting, Supervisor Ingalsbe secured the building.

Respectfully submitted,

John M. Robortella, L.S.
Clerk of the Town of Farmington Planning Board