

CAROLINE TOWN BOARD MEETING AGENDA
Wednesday, March 6, 2024, 7:00 pm

The March Town Board Agenda Meeting will be held on Wednesday, March 6, 2024, at 7 pm at the Caroline Town Hall. Members of the public may attend in-person or by Zoom. Minutes and video recordings will be posted on the [Town of Caroline website](#). Comments to the Town Board may be provided at Privilege of the Floor during the meeting, by email (clerk@townofcaroline.org), or by mail (P.O. Box 136, Slaterville Springs, NY 14881).

INSTRUCTIONS TO ATTEND THE ZOOM MEETING (<https://zoom.us>)

You do not need to have a Zoom account to join. Options 2 and 3 are easiest without an account. You may need the Meeting ID for any of these methods.

Direct: <https://zoom.us/j/7142580644?pwd=MIJXbzJWZVZQa2VBaHF3NklKUGxLQT09>

Meeting ID: 714 258 0644; Passcode: xd3U0n

One tap mobile: +19292056099,,7142580644#; Phone dial-in: +1 929 205 6099 US (New York) by phone press *6 to mute/unmute, *9 to raise hand

Privilege of the Floor: Opportunity for citizens to bring forward matters of concern. Please be prepared to make one statement not to exceed 3 minutes in length. Please sign up prior to the opening of the meeting (sign-up sheet at Town Hall or by raising your Zoom hand).*
added resolution:

Meeting Agenda

- Interviews for the Town's Review Board (see Article XII of proposed Caroline Zoning Law) (we are beginning interviews with applicants, but will not be making appointments at this time)
- Resolution to affirm appointments and terms of the Town's Review Board¹
- Resolution to adopt changes to proposed Caroline Zoning Law following February 14, 2024 Public Hearing²
- Resolution sustaining a Negative Declaration of Environmental Impacts of Caroline Zoning Law³
- Resolution to set a Public Hearing on the revised Caroline Zoning Law⁴
- Resolution of support for a joint application with Town of Dryden and Hunt Engineers to the ConnectALL Municipal Infrastructure Program for municipal broadband in Caroline and Dryden⁵
- Approval of minutes of February 14 and February 28
- Agenda items for March 20, 2024, Town Board Meeting

* Privilege-of-the-Floor is offered at the beginning of town meetings as an opportunity for individuals to provide input to the town board. Speakers have up to three minutes, subject to modification depending upon time constraints of a particular meeting. Each speaker is provided one speaking opportunity per meeting; written input is also welcome.

- Comments should be directed to the town board. The Supervisor or Councilpersons may answer questions brought forward or defer to allow for further research and thought.
- Personnel matters should be directed to the appropriate Supervisor or Department Head.
- Respectful discourse is required.

RESOLUTIONS

¹Resolution ____ of 2024. Resolution affirming appointments and terms of the Town's Review Board

Resolved, the Caroline Town Board hereby affirms the appointments and terms of the members of the Town's Review Board:

Sue Pearce-Kelling	2020 – 2024
Craig Modisher	2021 – 2025
Don Barber	2022 – 2026
Bruce Murray	2024 – 2028

²Resolution ____ of 2024. Resolution adopting changes to proposed Caroline Zoning Law following February 14, 2024 Public Hearing. (bold + underlining indicates edits).

Resolved, the Caroline Town Board hereby adopts the following changes to the proposed Caroline Zoning Law:

Section 2 DEFINITIONS

Agricultural Data Statement: should reference Section 305-a of Ag and Markets Law

Bed-and-Breakfast: An owner-occupied **Single-family Dwelling**, used for providing overnight accommodations and a morning meal to transients for compensation for not more than **15** lodgers and containing no more than five Bedrooms for such lodgers.

Cemetery: Property used for **human** interment.

Cemetery, Pet: Any land, place, structure, facility or building provided by any person for a fee, whether or not for profit, to veterinarians or members of the general public for use, or reservation for use, for the permanent interment or inurnment above or below ground of pet remains.

Floodplain – Any land area susceptible to being inundated by water from any source as defined in the Flood Damage Prevention Local Law (Local Law 1 of 2021).

Lot Line Adjustment – A subdivision of land where no new lot is created and that is a transfer of title to land from its owner to an abutting owner for consolidation with that abutting lot, including boundary line agreements between adjoining owners. **See Town Subdivision regulations.**

Subdivision – The division of any lot, tract, or parcel of land into two or more parcels, lots, plots, tracts, or Sites to create new lots, and including any other form of division of land, or the use thereof, for any purpose, including, but not limited to, leasing, condominiums, and lot leasing, whether for immediate or future use and regardless of whether new Buildings or development is planned or may occur. **See Town Subdivision regulations.**

Subdivision, Minor - Any Subdivision resulting in four lots or fewer.

Subdivision, Major - Any subdivision not classified as a Minor Subdivision including, but not limited to, Subdivisions creating five or more lots, or any size Subdivision requiring any new

road or extension of municipal facilities. When there have been prior Subdivisions of a parcel of land within any five-year look-back period, any additional Subdivision affecting that parcel, which would result in the creation a total of five or more lots during that period, shall result in the classification of that Subdivision as a Major Subdivision.

Section 3 DISTRICTS

Eliminate Caroline Hamlet and designate those lands in Ag/Rural District.

Section 4 USES AND DIMENSIONS (USE TABLE)

Bakery: change from X to SPR in Ag/Rural District

Cemetery, Pet: add to Use Table: P in all districts.

Formula Business: change from SPR to X in Caroline Center and Speedsville Hamlets

Townhouses:

Eliminate from **Single/Two-family Dwellings** cell.

Add to **Multifamily Dwellings** cells as follows:

Multifamily Dwellings and Townhouses of 4 units or less - P all districts

Multifamily Dwellings and Townhouses of 5 units or more and all Multifamily Developments - SPR all districts

Sawmill, as part of Farm Operation: change to P in all districts

Car Wash: eliminate from Use Table (Article IV) and Supplementary Standards (6.5.11).

Wetland: Revise as follows: “**Jurisdictional Wetlands - Lands and waters that meet the definition provided in 24-0107.1 of the New York State Environmental Conservation Law, “Freshwater Wetlands Act.”**”

Section 5 DEVELOPMENT STANDARDS

Section 5.1.B. Revised: Except for Multifamily Dwellings or developments, no more than one principal Dwelling and one Accessory Apartment shall be permitted on each lot. Pursuant to Section 9.1 of this local law, under-sized lots shall be allowed to be subdivided once to create two Non-conforming Lots provided that all other requirements for such use and lot can be met and all applicable laws and regulations related to potable water and sewage disposal facilities as required by the Town of Caroline, Tompkins County Division of Environmental Health, New York State Department of Health, and/or the New York State Department of Environmental Conservation are satisfied.

Section 5.1.E. Delete “Consistent with the Town of Caroline Natural Resource Inventory”

Section 5.2.A. Revise: Development Standards for **Commercial and Residential Development Projects** in the Agricultural/Rural District

Section 5.2.A.1. Revise: In addition to the other information required in Site Plan, Subdivision or Special Use submissions, the following additional Standards shall apply to all commercial and residential development **projects** in the Agricultural/Rural District **subject to Review Board approval**, but shall not apply to Farm Operations as defined in this local law. **The Development Standards of Section 5.2.A do not apply to Single- and Two-family Dwellings, Townhouses, or Multifamily Dwellings of four units or less.**

Section 5.3.F. Revise: **No building permit for construction within a wetland shall be issued unless all necessary approvals have been obtained as follows:...**

Section 5.3.G.2.a. Add: **Any development proposal subject to NYS General Municipal Law Section 239 -l, -m and -n will be evaluated by the county relative to the county's minimum requirements for riparian buffers of 100 feet for all perennial streams and 50 feet for all intermittent streams.**

Section 6 SUPPLEMENTARY STANDARDS (for non-residential and business building design)

Section 6.1.B. Revise:...In addition to the Development Standards detailed in Article **V**, the Supplementary Standards in Section 6.2 shall apply to all development activities required to have Site Plan approval pursuant to Article **IV** (Uses and Dimensions), Article VII (Site Plan Review), or Article VIII (Special Use Permit), and Commercial Uses eligible for Abbreviated Site Plan Review pursuant to Section 7.2 (C).

Section 6.1.B.1. Revise: ...**"Section"** 6.2...

Section 6.2.1.E : Delete "**and windowless**"

Section 6.2.7.B.1. The mounting of such signs shall be no taller than **15** feet above finished grade.

Section 6.2.7.G. A freestanding sign, whether pole mounted, or ground mounted, shall not exceed **15** feet in height, including mounting.

Section 6.2.8.E.shall cover at least 15% of the parking lot area.

Section 6.2.9.A. ...shall be screened from public roads and adjacent residential uses **by a wall, fence, hedge, or landscape strip of trees.**

Section 6.2.13 Edit: The Review Board may require...

Section 6.3.A. Delete and reformat Section 6.3.B as follows: Formula-based Architectural Styles. Formula-based businesses shall be allowed only...

Section 6.5 Additional Standards for Specific Uses: Delete **Section 6.5.11 Car Washes**

Section 7 SITE PLAN REVIEW

Section 7.1 Revise: Encourage small businesses **that have positive impacts on the Town.**

Section 7.2.C.10. Edit "Water Resources and Flooding" changed to "**Stream Corridor**"...Overlay District.

Section 7.4.A.6.f change to: "**The Development shall not result in increased negative impacts on the safety of all users of the road.**"

Section 7.6.A.5. a. Change to : a. **Traffic Impact Analysis. Traffic Impact Analysis** shall include the following for the study area:"

Section 7.6.A.5.a. Revise: **Costs for all reports, assessments, or plans required by the Review Board shall be borne by the Applicant.**

Section 7.8.C. Edit:...Any Person aggrieved by any decision by-any officer, department, board or bureau of the town, may apply....

Sections 7.9.C and 8.2: Change from 10 to 30 days

Section 12 REVIEW BOARD

Section 12. I- Delete

³Resolution ___ of 2024. Sustaining a Negative Declaration of Environmental Impact of Caroline Zoning Law.

WHEREAS, the Caroline Town Board as Lead Agency determined that the proposed Caroline Zoning Law did not present significant adverse environmental impacts and made a Negative Declaration of Environmental Impact by Resolution 59 of 2024 adopted on February 7, 2024; and

WHEREAS, after the Public Hearing held on February 14, 2024, on said law, the Caroline Town Board adopted changes to the proposed Caroline Zoning Law; and

WHEREAS, although many changes were editorial in nature, the following substantive changes merit further consideration of environmental impact: 1) the former Hamlet of Caroline was eliminated and melded into the Ag/Rural District, 2) Bakeries are now allowed with Site Plan Review in the Ag/Rural District, 3) Pet Cemeteries are permitted in all districts, and 4) Formula Businesses not allowed in Speedsville and Caroline Center Hamlets; and

WHEREAS, The Caroline Town Board carefully considered these changes with due consideration of the existing conditions in Caroline and its residential centers and the goals of the Comprehensive Plan to protect the rural nature of the town and promote Smart Growth principles; and

WHEREAS, as detailed in the Section F narrative attached to Part I of the Full EAF, the proposed zoning strengthens environmental protections when new development is proposed by well considered siting and review processes, thereby enhancing environmental protections and supporting the goals of SEQR; therefore be it

RESOLVED, that the Town of Caroline Town Board hereby declares that adoption of the proposed Local Law No. ___ of 2024 as amended as of March 6, 2024, adopting a Local Law that establishes the Town of Caroline Zoning Law will not have any potential significant adverse environmental impacts; and further be it

RESOLVED, that the Town Board hereby sustains the negative declaration of environmental impact adopted on February 7, 2024, by Resolution 59 of 2024 by the Caroline Town Board.

⁴Resolution ___ of 2024. Set Public Hearing for amended Town of Caroline Zoning Law

WHEREAS, A revised draft of the proposed local law to adopt zoning regulations for the Town of Caroline entitled “[A Local Law Adopting the Town of Caroline Zoning Law](#)” is hereby introduced after considering comments from the Public Hearing held on February 14, 2024; therefore be it

RESOLVED, The Town Board hereby sets a public hearing to be held on March 20, 2024, at 7:00 pm at the Caroline Town Hall and by Zoom, and directs the Town Clerk to duly notice this hearing as required by New York State Town Law (notice below).

NOTICE OF A PUBLIC HEARING UPON PROPOSED LOCAL LAW # ___ OF 2024 – A LOCAL LAW ADOPTING THE TOWN OF CAROLINE ZONING LAW

Please take notice that a public hearing will be held on March 20, 2024, at 7:00 pm, at the Caroline Town Hall, 2670 Slaterville Road, P.O. Box 136, Slaterville Springs, New York, 14881, and by

Zoom teleconference (Zoom invitation at town home page: www.townofcaroline.org), for the purpose of receiving public comment upon the proposed Local Law #____ of 2024, a local law to adopt a zoning law for the Town of Caroline. The public purpose of this law is to advance the goals of the Town of Caroline's Comprehensive Plan. The proposed zoning law is available for review at the Town Clerk's Office and posted at the Town of Caroline home page (www.townofcaroline.org). Comments may also be submitted in advance to the Town Clerk at the address above or by email (clerk@townofcaroline.org).

Dated: _____, 2024 By Order of the Town Board
Jessica Townsend, Town Clerk, Town of Caroline

⁵Resolution ____ of 2024. Resolution of support for a joint application with Town of Dryden and Hunt Engineers to the ConnectALL Municipal Infrastructure Program for municipal broadband in Caroline and Dryden.

WHEREAS, by Resolution 64 of 2023, adopted on February 15, 2023, the Caroline Town Board committed its ARPA fund award of \$338,050 and accepted an additional ARPA Recovery Fund award from Tompkins County of \$132,333, together totaling \$470,383, towards a Feasibility Study and partial buildout of a town-owned municipal broadband utility in Caroline; and

WHEREAS, the rationale for this engineering and planning step was to prepare a solid justification and foundation for application for the use of public funds towards the full buildout of a municipal broadband utility for Caroline; and

WHEREAS, a Feasibility Study for a municipal broadband utility that included a town-wide survey of residents was conducted by Hunt Engineers and presented to the Town Board on December 21, 2023; and

WHEREAS, from the information presented in the Feasibility Study and a project summary presented by Hunt Engineers on October 19, 2023, the Caroline Town Board determined that municipally-owned broadband was the best option to provide for the needs of our residents now and in the future; and

WHEREAS, the Town of Caroline is in a unique position to partner with the Town of Dryden, with technical expertise from Hunt Engineers, for extension of infrastructure from the Dryden Fiber project into Caroline, with cost-sharing opportunities for both municipalities to enhance the economics and operation of municipal broadband in each town; therefore be it

RESOLVED, the Caroline Town Board hereby endorses a joint application with the Town of Dryden to the New York State ConnectALL Municipal Infrastructure Program for funds to bring affordable, high-quality internet service to our residents.