

Caroline Town Board Meeting of June 13, 2018

The Town Board Agenda meeting held on June 13, 2018 at the Caroline Town Hall was called to order at 7:02 p.m. by Supervisor Mark Witmer.

Attendance:

Mark Witmer, Supervisor
John Fracchia, Councilmember - Absent
Irene Weiser, Councilmember
Calvin Snow, Councilmember
Megan Barber, Councilmember

Recording

Secretary: Jessica L. Townsend, Deputy Town Clerk

Also present: 6 people of the public attended

Privilege of the Floor

Pete Hoyt – Opposed to the resolution to fly the LGBT flag. Business of Town Board is to conduct business of the town not the personal lifestyles of the town board members and/or town residents.

Bob Spaulding – Opposed to the flying of the Pride flag at the Town Hall on the same pole as the American flag and POW MIA flag.

Kathy Mix – Why are we looking to fly the LGBT flag? The idea is to acknowledge the gay community but we have other months that we honor other things. What about Black History month? Firefighter prevention week? EMS? Feels like the board is trying to be inclusive when it's really appearing exclusive.

Edie Spaulding – in re: Site Plan Review and Subdivision Review: we are a rural community not downtown Ithaca. She also is opposed to flying of the LGBT Pride flag.

Unknown - Opposed to flying the LGBT Pride flag. Would prefer to see welcoming flags/banners as you enter Slaterville Springs, as you see in other small towns.

Reports

Mark Witmer, Town Supervisor – *Supervisor's Notes:*

Correspondence of Note:

- Received information from Judy Jones about the New York Health Act (Senate Bill S4840, Assembly Bill A4738), which is a Single-payer health care proposal. She has offered to make a presentation at a Caroline Town Board meeting.

- Our Code Officer Kevin McMahon submitted his letter of resignation, effective June 21, 2018. He has taken a full-time position with Cortlandville, near his home. He has been a great code officer and colleague over the past 7+ years. We wish him the best in his new job.
- Received letter from Judy Drake, Chairperson of the Board of GTMHIC, requesting that member municipalities emphasize the need for regular attendance at board meeting by Directors. The letter was sent to all member municipalities as an FYI.
- Received notification from USGS that the name Sixmile Creek has been officially changed to Six Mile Creek. Thanks to Tim Larkin for his historical research.

Supervisor's Notes:

- Town Hall Phones: The new phone system is scheduled for installation on June 12.
- Energy Independent Caroline
- Received the contract for our Clean Energy Communities Project (Brighten-up Caroline) and am working with our NYSEERDA representative to iron out the details.
- Town Hall EV-Charging Station was designated by NYSEERDA as 5th High-impact Action Item for Caroline under the Clean Energy Communities Program.
- GIS inventory of Caroline Streetlights is underway and will soon be complete. This is a necessary step prior to LED conversion in order to verify and characterize existing lights.
- Watershed Committee
- Committee has scheduled a Caroline Stream Cleanup for Saturday, June 16, from 10 am - 12 pm. Highway Department is lending vests and cones; the Cayuga Lake Watershed Network is partnering with us as an Embrace the Lake Cleanup and is providing garbage bags, gloves, and pickers. Interested parties should meet at the Town Hall at 10 am.
- Committee will review the final draft of the updated Caroline Stormwater Protection Plan at the June meeting.
- Buffalo Road Creek Stream Stabilization II - project is underway and expected to be completed soon.
- Town Hall Parking and New Bus Shelter: Met with John Andersson, PE, for site visit of town hall grounds to develop a proposal for paving the main lot, developing designated parking at Midline Rd., walkway connection to bus shelter, and bioretention of water. Jeff Smith, Tompkins County Highway Director, also made a site visit and provided important input on parking. Matt Yarrow, TCAT, let me know that they have a new bus shelter for our town hall bus stop; he agreed that it makes sense to relocate the new shelter to the west in front of the Town Offices for proximity to our planned Park-N-Ride parking. The town may need to finance the concrete pad.
- Charlie Davis, Richford Supervisor, proposed developing year-round TCAT Park-N-Ride lot at the Tompkins/Tioga turnaround. TCAT has expressed interest. TAP (Transportation Alternative Program) funding may be applicable. August 16 deadline. Will discuss at TCAT Transit Services meeting.
Working with Justices Barr and Reinbolt on initiative to archive court records using Laser Fiche technology. This is being offered through a grant obtained by the Tompkins County Clerk's Office.

Marilou Harrington-Lawson, Town Clerk – No Updates

County Representative Report – Dan Kline, County Representative –

No residential foreclosures in Caroline this year. Foreclosures are initiated upon 3 years of non-payment of property taxes.

Funding for a 3yr position for the child development council for people who do childcare in their home/apartment. More details to come.

An additional application will now be required for Star Exemption for seniors with low income (Enhanced Senior) in which will make it harder to apply for. The Tompkins County Assessment Office will be doing their best to make it as easy as possible for senior citizens who apply for the benefit program. The Assessment Office will be reaching out to several thousand people before this is passed to get them in under the radar.

The Board of Assessment review in Caroline had 2 people attend. They are now considering modifying the system to scale back. Possibly combining towns or requiring those who wish to grieve their property assessment do so by appointment. More details to come.

Danby Deputron Hollow Rd logging incident – Danby Town Board is considering a Local Law for logging/timber harvest permits following the need for road closure due to damage by logging.

Cindy Whittaker, Highway Superintendent –Highway staff completed Health & Safety Training June 7th. Two highway trucks, a 2014 1-Ton and 2014 ¾ ton truck are up for rotation. Looking to replace. Oil & Stone on town roads is slow going due to weather. Continued work on general maintenance and brush work.

Irene Weiser, Town Board – Deputron Hollow Rd is damaged as a result of logging. Discussed EMS focus groups, recruiting effort, liaison for paperwork between State and Town. AQUIFER meeting again at the end of the month and will be sending it out the town attorney before sending it out for planning decision.

Cal Snow, Town Board – Two dead trees at Central Chapel Cemetery in need of removal. Quote from Bill Case is \$1200.

Megan Barber, Town Board – Planning Board: Comprehensive plan is progressing. There won't be a big overhaul but rather a revision. Planning to hold several public forums to get the publics input on the plans.

Resolutions

Resolution XX of 2018 Highway Fund Abstract

A motion was made by Mark Witmer and Seconded by Cal Snow to approve payment for the Highway Fund voucher numbers 97 through 118 for \$78,293.72

Adopted Witmer: Aye; Fracchia; Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution XX of 2018 General Fund Abstract

A motion was made by Mark Witmer and seconded by Megan Barber to approve payment for the General Fund voucher numbers 149 through 184 for \$23,485.49

Adopted Witmer: Aye; Fracchia: Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution XX of 2018 Streetlight Fund Abstract

A motion was made by Mark Witmer and seconded by Irene Weiser to approve payment for the Streetlight Fund voucher number 10 through 11 for \$583.48

Adopted Witmer: Aye; Fracchia: Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution XX of 2018

Minutes of the Agenda Meeting held June 5, 2018:

A motion was made by Mark Witmer and seconded Irene Weiser to accept the minutes of the Business Meeting and Agenda Meeting as submitted Deputy Town Clerk, Jessica Townsend.

Motion by: Mark Witmer

Seconded by: Cal Snow

Adopted Witmer: Aye; Fracchia: Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution XX of 2018

- **Resolution recognizing June as LGBT Pride Month and authorizing that the rainbow flag be flown at the town hall**

~~RESOLUTION TO RECOGNIZE LGBT PRIDE MONTH AND TO FLY THE RAINBOW FLAG FOR THE MONTH OF JUNE THE MONTH FO JUNE AS LGBT PRIDE~~

Whereas beginning in the year 2000 the month of June has been recognized nationally as Lesbian, Gay, Bisexual and Transgender (LGBT) Pride Month with a purpose to recognize both the contribution of LGBT persons to society and their continued struggle for equality, safety and acceptance, and

WHEREAS, in 2004 Tompkins County passed Local Law No. 1-2004, commonly known as local law C, to protect against discrimination based on gender identity, gender expression, and sexual orientation, and

WHEREAS, in passing this law Tompkins County reaffirmed its commitment and responsibility to act to ensure that all its residents are afforded equal opportunity to enjoy a full and productive life and ensures that the rights of all residents to make their own choices, follow their own beliefs, and conduct their lives as they see fit are protected, and

Whereas LGBT persons live in and contribute to the quality of life in Caroline, and the Town Board believes that LGBT persons should be regarded as valued members of our community and that they deserve equality, safety and acceptance,

Therefore, be it resolved that the Town of Caroline declares the Month of June as LGBT Pride Month ~~and that during this month, the Town will fly the rainbow flag to symbolize our~~ to recognition of the contribution of and support for equality, safety and acceptance of LGBT persons w/in our community, ~~and be it~~

~~Further be it resolved that this resolution shall be added to the annual organizational meeting resolutions and adopted in years hence.~~

Motion by: Irene Weiser

Seconded by: Megan Barber

Adopted Witmer: Aye; Fracchia; Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Discussion: Irene Weiser gave a brief discussion regarding the Town Attorney guidance: There are a lot of nationally and internationally recognized flags. She hears the concerns that from the public and says it is worth having a community discussion about flags but still wants to fly the Pride flag for the remainder of this month. She expressed her deep disappointment if it will not be flown this year. Cal Snow suggests waiting a year to collect uniformity and policy for the location, flag size, etc. Generally agreed to have more community engagement and perhaps a committee to establish such policy. Mark Witmer agrees that it would be a positive statement to fly the Pride flag but also hears the concerns from the public about the process and process is paramount,

An Amendment was offered by Mr. Witmer to form a committee to engage in the policy making and that the town will undertake the process of engaging with the community to discuss the flying of flags at the Town Hall. To remove the last sentence and bring it to resolution each May.

Motion by: Mark Witmer

Seconded by: Cal Snow

Bob Spaulding suggested removing in the Therefore clause “and that during this month, the town will fly the rainbow flag to symbolize our”. It was suggested that this would eliminate the issue of the flying any specific flag while still supporting LGBT Pride Month.

Witmer: Aye; Fracchia: Absent; Barber: Aye; Weiser: Nay; Snow: Aye

Resolution as Amended

Witmer: Aye; Fracchia: Absent; Barber: Aye; Weiser: Nay; Snow: Aye

Resolution xx - 2018: Changes to draft Introduced Subdivision Review Law of 2018

The Caroline Town Board makes the following edits to the Introduced Subdivision Law presented at the Public Hearing on May 9, 2018:

1. The title shall be amended to Subdivision Review Law.

2. Page 1, Section 101: accordingly, “Review” shall be added in reference to the law’s title: “...Town of Caroline Subdivision Review Law.”
3. Page 4, Section 106 (3) Definitions. y.: the word “required” shall be added (...payment, and required before the Review Board...).
4. Page 6, Section 202 shall be modified as follows:

Section 202 Subdivision Review Process:

- (1) Sketch Plan Review (Article 4)
- (2) Submission of Preliminary Plat Application (Article 5) and Preliminary Review Fee (Section 203)
 - a. Review Board Review (Section 503)
 - b. Town Board Review (as appropriate; Section 504b and Article 6)
 - c. Tompkins County 239 Review (as appropriate; Section 504b)
 - d. Public Hearing (Section 505)
 - e. Decision (Section 505)
- (3) Submission of Final Plat Application (Article 7) and Final Review Fee (Section 203)
 - a. Public Hearing (if not in substantial agreement with Preliminary Plat; Section 704)
 - b. Decision (Sections 703; 704)

5. Page 7, Section 203 Submit Review Fee: “(Preliminary and Final Review Fee)” shall be added:

The Town Board shall by resolution periodically set a fee schedule for the review and processing of Subdivision applications (Preliminary and Final Review fees) and for the inspection of subdivisions.

6. Page 7, Section 203: the word “to” shall be added (...until the appropriate fee is paid to the Town Clerk, who shall...).

7. Page 19, Section 711: “insure” shall be changed to “ensure”.

8. Page 20, Section 802: Section 802 (4) Sketch Plan Proof of Payment of Fees shall be deleted.

9. Page 29, Section 1001 Establishment shall be modified as follows (underlining):

There is hereby created a Review Board consisting of five (5) members, each of whom shall be appointed by the Town Board. No person who is a member of the Town Board shall be eligible for membership on the Review Board, and no public officer or employees of the Town, or of any other governmental agency, who are ineligible for appointment due to conflicts of interest or compatibility of offices rules may be so appointed or remain upon such Review Board. Review Board members shall be residents of the Town of Caroline.

10. Page 29, Section 1006 Removal of Members shall be modified as follows (underlining):

The Town Board shall have the power to remove, after public hearing, any member of the Review Board for cause as governed by the requirements of New York State Public Officers Law, including failure to comply with the minimum requirements for annual training and attendance at meetings.

Motion by: Mark Witmer

Seconded by: Irene Weiser

Adopted Witmer: Aye; Fracchia; Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution xx-2018: Town of Caroline Subdivision Review Law of 2018 Design Guidelines

Resolved, the Caroline Town Board adopts the following Design Guidelines to be provided as a document to applicants and used in review of Subdivision Review Applications by the Town's Review Board:

Town of Caroline Subdivision Review Local Law Design Guidelines

General Principles

It is the expectation of the Town of Caroline that the design of any subdivision should be appropriate to the site's physical, natural, agricultural, historic, energy, and cultural features and resources. It is the intent of this section to provide guidelines for the design of subdivided sites.

Guidelines

In reviewing a proposed subdivision, the Review Board shall consider the answers to the following questions. With permission of the property owner, the Board may make a site visit to the proposed subdivision, with notice made to the applicant, to consider alternative designs that may better address the following guidelines. The guidelines are presented in the form of questions to reflect the fact that they are intended to guide a discussion by the Board on the design of a proposed subdivision, not to provide a boilerplate standard for subdivision design.

1. Does the subdivision design comply with all existing local laws?
2. Is the proposed subdivision consistent with the Town's Comprehensive Plan?
3. Will the proposed subdivision protect all floodplains, wetlands, and steep slopes from clearing, grading, filling, or construction (except as may be approved by the Town for essential infrastructure or active or passive recreation amenities)?
4. Will the proposed subdivision preserve and maintain mature woodlands, existing fields, pastures, and meadows and create sufficient buffer areas to minimize conflicts between residential and agricultural uses?
5. If development is located on open fields or pastures because of greater constraints in all other parts of the site, will dwellings be sited on the least prime agricultural soils, or in locations on the far edge of a field, as seen from existing public roads?
6. Will a vegetative buffer be maintained adjacent to wetlands and surface waters, including creeks, streams, springs, lakes and ponds? If not, will such a vegetative buffer of native species be created?
7. Does the design of the subdivision incorporate existing hedgerows and tree lines between fields or meadows, and minimize impacts on large woodlands (greater than five acres), especially those containing many mature trees or significant wildlife habitat?
8. Does the design leave scenic views and vistas unblocked or uninterrupted, particularly as seen from public roads? Does the design avoid siting new construction on prominent hilltops or ridges, by taking advantage of lower topographic features?
9. Does the design incorporate and preserve sites of historic, archeological, or cultural value, and their environs, insofar as needed to safeguard the character of the feature? Such features may include stone walls, spring houses, barn foundations, earthworks, and burial grounds.

10. Does the proposed subdivision affect a Unique Natural Area as identified by the Tompkins County Environmental Management Council? If so, will the impact be mitigated?
11. Will the proposed subdivision protect rural roadside character and improve public safety and vehicular carrying capacity by avoiding development fronting directly onto existing public roads?
12. Will the proposed subdivision provide for safe and convenient bicycle and pedestrian access between the subdivision and nearby points of interest?
13. Will landscaping be provided in common areas (such as community greens), in cul-de-sac islands, and along both sides of new streets with native species shade trees and flowering shrubs with high wildlife conservation value?
14. Will the proposed subdivision maintain the rural character of the community by incorporating roads that follow the natural topography? Will the proposed subdivision maintain the character of hamlets by including traffic calming measures?
15. Will the proposed subdivision consider site location on brownfield or greyfield property in the Town and account for the embedded energy savings of redeveloping existing structures?
16. Does the proposed subdivision consider its “location efficiency” housing and related development located in a walkable environment near transportation alternatives, employment opportunities, schools, and other retail service amenities that allow residents to drive less, thereby reducing transportation costs and associated greenhouse gas emissions, as well as possibly reducing the extent needed for new utility infrastructure to the subdivision?
17. Will the proposed subdivision “cluster” its development, allowing for the total number of homes in a given piece of land to be clustered or concentrated more densely onto one or more portions of the land; typically, double the density concentrated on half the acreage? Will such a strategy, such as a conservation subdivision or a cottage community, allow for the development of smaller (often less expensive) homes on smaller (often less expensive) lots, thus providing alternative housing choices for multiple community population groups and providing the opportunity to preserve remaining land for public uses including natural areas, parks, nature/jogging/walking trails, active recreation, and community gardens, among others?
18. Will the proposed subdivision incorporate the use of “green infrastructure”—rain gardens, bioretention areas, vegetated swales/dry swales, green roofs, porous pavement (xeriscaping), stream buffer restoration—into its design to assist in the management, conservation, and re- use water resources?
19. Will the proposed subdivision consider site location and orientation that maximizes utilization of solar and/or other renewable energy options?
20. Could the proposed subdivision forego the use of fossil fuels and instead consider an energy program that uses an air-source heat pump system, a ground-source (geothermal) heat pump system, or a combination of one powered by solar PV?
21. Will the proposed subdivision address climate change and work to mitigate energy use and greenhouse gas emissions per the NY DEC [Guide for Assessing Energy Use and Greenhouse Gas Emissions in an Environmental Impact Statement](#)?
22. Is the Applicant aware that prior to the Review Board approving a proposed subdivision, it may or be required to refer the subdivision plan to the County Planning Department (pursuant to

Tompkins County's §§ 239-l, -m, and/or -n of the General Municipal Law) for review? Further, as part of this review, the County has formalized Energy Recommendations for New Construction (2016) of proposed developments, and the applicant should be prepared to demonstrate how energy and water use will be managed per these recommendations prior to pursuing final subdivision approval.

Motion by: Mr. Witmer

Seconded by: Irene Weiser

Adopted Witmer: Aye; Fracchia; Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution xx - 2018: Changes to Introduced Site Plan Review Law of 2018

Resolved, the Caroline Town Board makes the following edits to the Introduced Site Plan Review Law presented at the Public Hearing on May 9, 2018:

1. Page 10, Section 3.010 Site Plan Considerations #14: “of” changed to “for” (...compatibility for renewable energy systems).
2. Page 13, Section 3.020 Specific Standards and Considerations, e. Transportation, VI: “an” deleted and “station” made plural; “provider handicap service” changed to “for disabled persons” (...service, electric vehicle (EV) charging stations, or local public transportation for disabled persons.)
3. Page 16, Section 4.010 General Procedures shall be modified as follows:
 1. Sketch Plan Conference (4.020);
 2. Submission of Preliminary Site Plan Application (4.040) and Permit Fee (4.031);
 - a. Review Board Review (4.042);
 - b. Town Board Review (as appropriate; 4.050);
 - c. Tompkins County 239 Review (as appropriate; 4.043b);
 - d. Public Hearing (4.044) – as appropriate;
 - e. Decision (4.045b)
 3. Submission of Final Site Plan Application (4.060);
 - a. Public Hearing (4.062) – as appropriate;
 - b. Final Decision (4.070).
4. Page 17, 4.031 Submit Permit Fee shall include additional language to reinforce when the fee is paid: ...with the Preliminary Site Plan application.
5. Page 24, 5.020, Appeals “to the applicant” shall be added for clarity (...shall render its decision to the applicant in writing within forty-five...).
6. Page 26, Section 7.060 Removal of Members: shall be modified with this concluding language:... as governed by the requirements of New York State Public Officers Law, including failure to comply with the minimum requirements for annual training and attendance at meetings (Section 7.040).
7. Page 28, Section 8.070, a. “an” shall be changed to “a”:

- a. A violation of this local law is hereby declared to be ~~an~~ a criminal offense, prosecutable as a violation, and punishable by a fine not exceeding three hundred fifty dollars or imprisonment for a period not to exceed five (5) days, or both, for conviction of a first offense;
8. Page 28, Section 8.070, d. “week’s” shall be changed to “week of”:
 - b. Each ~~week’s~~ week of continued violation shall constitute a separate additional violation.
9. Page 29, Section 8.060 Stop Work Orders: add final sentence: Stop Work Orders shall be issued by regular and certified mailings.

Motion by: Mr. Witmer

Seconded by: Irene Weiser

Adopted Witmer: Aye; Fracchia; Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Resolution xx-2018: Town of Caroline Site Plan Review Law of 2018 Design Guidelines Resolved, the Caroline Town Board adopts the following Design Guidelines to be provided as a document to applicants and used in review of Site Plan Review Applications by the Town’s Review Board:

Town of Caroline Site Plan Review Local Law Design Guidelines
General Principles

It is the expectation of the Town of Caroline that the design of any Development should be appropriate to the Site’s physical, natural, agricultural, historic, energy, and cultural features and resources. It is the intent of this section to provide guidelines for the design of Sites.

Guidelines

In reviewing a proposed Site Plan, the Review Board shall consider the answers to the questions listed below. With permission of the property owner, the Board may make a site visit to the proposed Development, with notification made to the applicant, to consider alternative designs that may better address the following guidelines. The guidelines are presented in the form of questions to reflect the fact that they are intended to guide a discussion by the Review Board on the design of a proposed Development, not to provide a boilerplate standard for development design.

1. Does the Site Plan design comply with all existing local laws?
2. Is the proposed Development consistent with the Town’s Comprehensive Plan?
3. Will the proposed Development protect all Floodplains, Wetlands, and Steep Slopes from clearing, grading, filling, or construction (except as may be approved by the Town for essential infrastructure or active or passive recreation amenities)?
4. Will the proposed Development preserve and maintain mature woodlands, existing fields, pastures, and meadows and create sufficient buffer areas to minimize conflicts between the Development Site and other uses, such as Residential and agricultural uses?
5. If Development is located on open fields or pastures because of greater constraints in all other parts of the Site, will dwellings be sited on the least prime agricultural soils, or in locations on the far edge of a field, as seen from existing public roads?

6. Will a vegetative buffer be maintained adjacent to Wetlands and surface waters, including creeks, streams, springs, lakes and ponds? If not, will such a vegetative buffer of native species be created?
7. Does the design of the Development incorporate existing hedgerows and tree lines between fields or meadows, and minimize impacts on large woodlands (greater than five acres), especially those containing many mature trees or significant wildlife habitat?
8. Does the design leave scenic views and vistas unblocked or uninterrupted, particularly as seen from public roads? Does the design avoid siting new construction on prominent hilltops or ridges, by taking advantage of lower topographic features?
9. Does the design incorporate and preserve sites of historic, archeological, or cultural value, and their environs, insofar as needed to safeguard the character of the feature? Such features may include stone walls, spring houses, barn foundations, earthworks, and burial grounds.
10. Does the proposed Development affect a Unique Natural Area as identified by the Tompkins County Environmental Management Council or a Critical Environmental Area? If so, has guidance been sought from the appropriate County official and documentation provided to the Town to further evaluate how this impact may be avoided or mitigated?
11. Will the proposed Development protect rural roadside character and improve public safety and vehicular carrying capacity by avoiding development fronting directly onto existing public roads?
12. Will the Development's design support sustainable transportation features such as bike racks and/or storage, a dedicated car share parking space(s), a car or van pooling service, electric vehicle (EV) charging stations, or Tompkins Area Consolidated Transit (TCAT) bus service, or public transit options for disabled persons?
13. Will Site Development incorporate the use of "green infrastructure"—rain gardens, bioretention areas, vegetated swales/dry swales, green roofs, porous pavement (xeriscaping), stream buffer restoration—into the design of the proposed Development to assist in the management, conservation, and re-use of water resources?
14. Is the architectural design and details of proposed buildings or structures compatible with the character of the surrounding area?
15. Will the Applicant consider dark sky-friendly lighting strategies and equipment, as suggested by the [*International Dark Sky Association \(IDA\)*](#), for the Development?
16. Has the Applicant considered the environmental and health impacts of building materials to be used for the proposed Development (including their transportation, embedded energy, and hazardous material content during manufacture and curing)?
17. Is the Applicant aware that prior to the Review Board approving a proposed Development's Site Plan, it may or be required to refer the Site Plan to the County Planning Department (pursuant to Tompkins County's §§ 239-1, -m, and/or -n of the General Municipal Law) for review? Further, as part of this review, the County has formalized [*Energy Recommendations for New Construction \(2016\)*](#) of proposed Developments, and the Applicant should be prepared to demonstrate how energy and water use will be managed per these recommendations prior to pursuing Final Site Plan approval.
18. Will the design of the proposed Development, should it be a residential project greater than 20 units, a commercial use with a Gross Floor Area of 10,000 square feet or more, or a

industrial use with Gross Floor Area of 25,000 square feet or more, complete a building energy model to demonstrate optimized building energy performance to potentially reduce initial construction costs, and significantly reduce energy costs and GHG emissions?

19. Has the proposed Development utilized best practices in its design of building envelopes—foundations, walls, windows—that will minimize heating and cooling costs, including, but not limited to, using 20% more insulation (cellulose and spray foam preferred) than required by current energy code, implementing window-to-wall ratios of less than 25%, and minimizing window placements in low-occupancy areas, avoiding unusually complex building shapes, minimizing infiltration and stack effect results to maximize the overall thermal energy performance of buildings in this region of New York State?
20. Does the Site Plan for the proposed Development consider the Site’s “location efficiency”—housing and related development located in a walkable area near transportation alternatives, employment opportunities, schools, and other retail and service amenities that allow residents to drive less—thereby reducing transportation costs and associated GHG emissions, as well as possibly reducing the need for new utility infrastructure?
21. Will the proposed Development utilize EnergyStar–certified products, such as those that conserve energy use in permanent appliances (apartment refrigerators, restaurant cooking equipment, air-source heat pump water heaters, smart meters, thermostat systems) and water use (low-flow fixtures that meet U.S. EPA Water Sense requirements) in its built structures?
22. Are building footprints minimized for energy savings in the proposed Development and structures oriented and designed to be “solar receptive”, meaning roof areas are maximized for the installation of PV and/or solar hot water systems?
23. Can the proposed Development forego the use of fossil fuels and instead consider an electric energy program of an air-source or ground-source geothermal heat pump system (that is not boiler-assisted), or a combination of one heat pump system powered by renewable solar PV?
24. Will the proposed Development address climate change and work to mitigate energy use and GHG emissions per the NY DEC [*Guide for Assessing Energy Use and Greenhouse Gas Emissions in an Environmental Impact Statement*](#)?
25. Will the owner of the Development, once complete, conduct 3rd party building commissioning to ensure ongoing energy efficiency performance of buildings and share these results with the Town?

Motion by: Mr. Witmer

Seconded by: Irene Weiser

Adopted Witmer: Aye; Fracchia; Absent; Barber: Aye; Weiser: Aye; Snow: Aye

Town Discussion:

Bob Mix provided the Town Board with a map of the highlighted roadways they wish to have open to ATV riders. The Town Board to request a map showing trail heads to have a better understanding of the length of roadways requested for use. Overall, the Town Board needs to hear and see more specific details for the ATV riders club before considering their request.

---Adjourn---

A motion made by Mr. Witmer, seconded by Irene Weiser to move to executive session at 9:33pm to discuss personnel matters.

A motion made by Mr. Witmer, seconded by Cal Snow to Adjourn at 10:15pm

Respectfully Submitted,

Jessica L. Townsend, Deputy Town Clerk

DRAFT