

New Haven Planning Board Minutes

Held Wednesday, April 15, 2026

Call to Order

Chairperson Karen Valentino called the April 15, 2026, Planning Board Meeting to order at 6:05 PM at New Haven Town Hall.

Roll Call/Pledge of Allegiance

- Present: Planning Board members – Karen Valentino, Bettie Jo Cronk, Allen Chase, and Cindi Giovo, Secretary to the Planning Board.
- Absent: Vice Chairperson Mike Cutuli, Planning Board Member, Rhea Keller Knittel and Ron Marsden, Building Inspector/Code Enforcement Officer.
- Also, in attendance were Carl Schmidt, Town Attorney; Dan Gibbs, Town Constable; and members of the public.
- All stood, faced the flag and recited the Pledge of Allegiance.

Approval of Previous Minutes

Chairperson Karen Valentino questioned a sentence under **2026 Chairperson Nominations**; on page 2 of the March 18, 2026 Planning Board Minutes which included the words: “...**instead of having paper copies.**” She requested it be taken out. Secretary Cindi Giovo explained it was on the recording, so Karen Valentino accepted it as such.

Under **Old Business** of the March 18, 2026 Planning Board Minutes, Bettie Jo Cronk wanted clarifications for **SECTION 3.37 - REIMBURSABLE COSTS** and **SECTION 3.38 - FEE SCHEDULE**.

The Planning Board discussed the wording in **SECTION 3.37 – REIMBURSABLE COSTS** then agreed to add the following:

...charged to the applicant in an escrow amount may be required and to be set by the discretion of the Planning Board.

Chairperson Valentino also recommended under **SECTION 3.38 – FEE SCHEDULE** to remove the sentence: **The Building Code Officer presently follows the Town of New Haven 5/24/23 fee schedule.**

Then added the following wording in **SECTION 3.38 – FEE SCHEDULE:**

The Planning Board requests the Town Board to update the fee schedule, added the recommendation to include an application fee of \$25.00 and to charge \$50.00 for the mailing of the legal notices.

Motion made by Bettie Jo Cronk to approve the March 18, 2026 Planning Board Minutes with the changes to **SECTIONS 3.37 and 3.38**. Seconded by Allen Chase.

Karen Valentino, aye; Bettie Jo Cronk, aye; Allen Chase, aye. Motion carried.

Reports

Recently, as within days, Carl Schmidt, Town Attorney, stated the Town of New Haven received notifications on four (4) documents.

- **Two (2) documents for the Fulton Community Solar Project** - The final application fee was received by Ron Marsden, Building Inspector/Code Enforcement Officer and in addition, the Host Community Benefit Agreement was received and signed by Supervisor Dale Little.
- **NYSDEC Division of Environmental Permits** – An updated plan from Fulton Community Solar Project was revised due to a NYSDEC Freshwater Wetland Jurisdictional Determination which resulted in additional jurisdictional freshwater wetlands onsite. NYSDEC has notified the Planning Board as SEQR lead agency.
- **NY Supreme Court** – On April 8, 2026, the NY Supreme Court, Albany County, annulled the regulations promulgated under 6 NYCRR Part 664 – the rules governing the classification and jurisdictional determination of freshwater wetlands under the 2022 amendments to the NY Freshwater Wetlands Act, NYDEC Law Article 24, the Court found that DEC failed to comply with SEQR when it adopted Part 664, rendering the regulations null and void in their entirety.

To read the Court case, visit the NYPF website at www.nypf.org under “News” and “Announcements”

Old Business

Town of New Haven Local Laws Pertaining to Building Site Plan Review

Revisited: Article III – **SECTION 3.40 – PUBLIC NOTIFICATIONS**

Planning Board member, Bettie Jo Cronk located via her cell the following on Public Notifications. The members of the Planning Board discussed the wording and tentatively agreed on the following for: **SECTION 3.40 - PUBLIC NOTIFICATIONS**

- A. The hearing shall be **published** at least once **in the official newspaper, or if no official newspaper having general circulation in the Town, the notice may be published in such other newspapers and for such additional times as the Town Board, by resolution, shall direct. At least five (5) days shall elapse between the date of the first publication of the notice and the date specified for the hearing. The notice shall state the time when the hearing will take place, where the hearing will be held, the purpose thereof and that copy of the hearing is available at the office of the Town Clerk where it may be inspected by any interested person during office hours.**

The Planning Board determined for **SECTION 3.40 - PUBLIC NOTIFICATIONS** that they will need full attendance of all Planning Board members to **revisit** and determine agreement on the wording. The Board discussed whether the section should state: **...at least ten (10) days instead of five (5) days.**

Reviewed Article III – **SECTION 3.45 - TIME FRAMES FOR A DECISION**

The Planning Board members discussed the 62 days after the receipt of a complete application to hold a Public Hearing and the 62 days after the Public Hearing to render its decision.

The Planning Board considered the current section’s provision that automatically approves an application 62 days after the closure of the Public Hearing. Town Attorney Carl Schmidt noted that automatic approval is not rendered under NYS Town Law – and that there is no effective penalty for exceeding the 62 days under State Law. The Planning Board discussed the benefit to applicants in having the provision.

They stated the wording in **SECTION 3.45 – TIME FRAMES FOR A DECISION** can remain with an addition of the word: **the** in the following sentence: “...after **the** Public Hearing...”

However, the Planning Board will **revisit** this section when a full Board is present at the meeting.

Reviewed Article III - **SECTION 3.50 – FILING OF THE DECISION**

This section will be kept as worded.

Reviewed Article III - **SECTION 3.55 – COORDINATION WITH OTHER PERMIT PROCESSES**

Paragraphs A, B, and C will remain as worded.

Reviewed Article III - **SECTION 3.60 – RENEWAL OF SITE PLAN APPROVAL**

The Planning Board discussed the necessity of having some time frame required to implement approved applications. Therefore, the Board requested Ron Marsden, Building Inspector/Code Enforcement Officer, to give some insight into this section.

This section will be **revisited** at the upcoming monthly Planning Board meeting.

Adjournment:

With no other business before the Board, a motion to adjourn the meeting was made by Bettie Jo Cronk at 7:04 PM. Seconded by Allen Chase. All in favor. Motion carried.

Respectfully submitted,

Cindi Giovo

New Haven Planning Board Secretary

POSTING ON WEBSITE DISCLAIMER: THESE MINUTES HAVE NOT YET BEEN APPROVED BY THE PLANNING BOARD. PLEASE REFER TO NEXT MONTH'S MINUTES FOR ANY AMENDMENTS, CHANGES, OR MODIFICATIONS AND APPROVAL.