

New Haven Planning Board Minutes

Held Wednesday, May 20, 2026

Call to Order

Chairperson Mike Cutuli called the May 20, 2026 Planning Board Meeting to order at 6:00 PM at New Haven Town Hall.

Roll Call/Pledge of Allegiance

- Present: Planning Board members - Mike Cutuli, Karen Valentino, Bettie Jo Cronk, Allen Chase, Rhea Keller Knittel and Cindi Giovo, Secretary to the Planning Board.
- Absent: Ron Marsden, Building Inspector/Code Enforcement Officer, newly appointed Planning Board Alternate, Jessica Ortiz will start on the June 17, 2026 Planning Board Meeting.
- 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.

Reports

- **Town Board Decision for 2026 PB Chairperson / 2026 Planning Board By – Laws**

At the Tuesday, April 20, 2026 Town Board Meeting, the Board made the decision to approve Mike Cutuli as the 2026 Planning Board Chairperson.

At tonight's Planning Board Meeting, Karen Valentino nominated Allen Chase as the 2026 Planning Board Vice Chairperson, of which he declined; but in turn; Allen Chase made the motion to nominate Karen Valentino as the 2026 Planning Board Vice Chairperson. Seconded by Bettie Jo Cronk. Karen Valentino accepted.

Mike Cutuli, aye; Karen Valentino, aye; Bettie Jo Cronk, aye; Allen Chase, aye; and Rhea Keller Knittel, aye. Motion carried.

The By - Laws were signed by Chairperson Mike Cutuli, Vice Chair Karen Valentino, Secretary Cindi Giovo and Attorney Carl Schmidt. Copies of the signed 2026 By – Laws will be available at the June 17, 2026 Planning Board Meeting.

- **NYSDEC Division of Environmental Permits / NY Supreme Court Decision**

Carl Schmidt, Town Attorney spoke on the documents received from the NYSDEC Division of Environmental Permits and the annulled decision from the NY Supreme Court, County of Albany.

As of May 5, 2026 the NYS Department of Environmental Conservation regarding the Freshwater Wetlands Act Regulations emailed the New Haven Planning Board stating they will continue to uphold the NY Freshwater Wetland Act, ensuring regulatory protection for freshwater wetlands that remain under their jurisdiction. As part of this commitment, DEC will require applications for projects that impact Previously Mapped Freshwater Wetlands and/or wetlands of 12.4 acres or greater in size.

Additionally, positive jurisdictional determinations issued before April 8, 2026, remain valid if they pertain to Previously Mapped Freshwater Wetlands or exceed 12.4 acres in size.

Approval of Previous Minutes

Ron Marsden, Building Inspector/Code Enforcement Officer, wasn't present at the meeting, but gave written feedback about the **Section 3.38 - FEE SCHEDULE** stating: "**to include a flat application fee of \$75.00** (which is derived from the \$25.00 application fee and the \$50.00 mailing of the legal notices)."

Ron Marsden will have the updated 2026 FEE SCHEDULE available at the June 17, 2026 Planning Board Meeting.

Motion made by Bettie Jo Cronk to accept Ron Marsden's feedback and to modify the wording in **Section 3.38 - FEE SCHEDULE**. Seconded by Karen Valentino.

Mike Cutuli, aye; Karen Valentino, aye; Bettie Jo Cronk, aye; Allen Chase, aye; and Rhea Keller Knittel, aye. Motion carried.

Motion made by Bettie Jo Cronk to accept the April 15, 2026 Planning Board Minutes with the previous wording as modified in **SECTION 3.38 – FEE SCHEDULE**. Seconded by Karen Valentino.

Mike Cutuli, abstain; Karen Valentino, aye; Bettie Jo Cronk, aye; Allen Chase, aye; and Rhea Keller Knittel, aye. Motion carried.

Old Business

Revisited Article III – Application and Review – Procedures

Section 3.40 – Public Notification

Carl Schmidt, Town Attorney, reminded the Planning Board under NY Town Law, it requires 10 days for the mailings.

Therefore, the Planning Board agreed the wording is as follows:

- 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 newspaper and for such additional times as the Town Board, by resolution, shall direct. **At least ten (10) days** shall elapse between the date of the first publication of the notice and the date specified for the hearing....

In addition, the Planning Board agreed C. will become B. as follows:

- B. **The applicant shall be responsible for costs set forth in this section which shall be paid from the application fee.**

Section 3.45 - Time Frames for a Decision Performance

Wording stays the same.

Sections 3.50 – FILING OF THE DECISION and 3.55 – COORDINATION WITH OTHER PERMIT PROCESSES

Wording stays the same as previously decided at the April 15, 2026 Planning Board meeting.

Section 3.60 – Renewal of Site Plan Approval

Wording stays the same.

Review Site Plan Standards Article IV- Section 4.10 – Parking Design Standards

Wording stays the same.

Review Article IV – Section 4.11 – Parking Space Requirements According to Use

While reviewing this section, the Planning Board discussed the wording, added 2a and 2b and changed the wording to state:

- A. **Under 2a. Residential Uses:**

Hotel, Motel: **(delete Tourist Home, Boarding House)** three (3) parking spaces plus one space for every guest room.

Under 2b. Private residence short-term rental properties: at least two (2) parking spaces, one space per rental unit.

Section 4.12 - Loading Areas

Wording stays the same.

Section 4.13 – Modifications of Parking and Loading Requirements

Wording stays the same.

Section 4.14 – Ingress and Egress

Wording stays the same.

Section 4.20 – Signs

Wording stays the same.

Adjournment:

With no other business before the Board, a motion to adjourn the meeting was made by Bettie Jo Cronk at 7:15 PM. Seconded by Karen Valentino. 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.