

New Haven Planning Board Minutes

Held Wednesday, December 17, 2025

Call to Order

Vice Chairperson Mike Cutuli called the December 17, 2025, 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, Melissa Windey, Allen Chase, Bettie Jo Cronk, Rhea Keller Knittel (alternate) and Cindi Giovio, Secretary to the Planning Board.
- Absent: Chairperson Karen Valentino
- Also, in attendance were Carl Schmidt, Town Attorney; Ron Marsden, Building Inspector/Code Enforcement Officer; Dan Gibbs, Town Constable; and members of the public.
- All stood, faced the flag and recited the Pledge of Allegiance.
- Vice Chairperson, Mike Cutuli invited Alternate Rhea Keller Knittel to participate in the meeting. She accepted.

Approval of Previous Minutes

Motion to accept the November 19, 2025 Planning Board Minutes was made by Bettie Jo Cronk. Seconded by Rhea Keller Knittel.

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

New Business

Matthew & Kathleen Jacoby – Application for Variance at 46 Wintergreen Pt Dr, New Haven, NY 13121 (081.18-01-08)

Applicants Matthew & Kathleen Jacoby spoke on their application for variance to construct a 16' x 24' garage on a concrete slab which will be approximately 10' from the road and more than 10' from a 6' right-of-way along the east side of their property. The garage will be 25' from the previously approved pre-constructed house approved in 2021.

That planned house is not on the original site of the camp due to the DEC restricting that location because of coastal erosion. After receiving permits (which they have since updated), they demolished the former camp on the site and had to rent a storage container to use for contents.

Municipal water and septic are already on the property and the applicants stated there are no wetlands existing on their property.

Property pins exist, which are at the edge of the 6' right-of-way and on the west side of the property line near the road.

They will need a variance on the south side of their property along the road as well as on the east side of their property.

The Planning Board read, reviewed and discussed the Short Environmental Assessment Form (SEAF) Part I.

Attorney, Carl Schmidt summarized the SEQRA regulations listings for Type II action under 6 New York Codes, Rules and Regulations (NYCRR) 617.5 (C) 12; as a construction or minor accessory or appurtenant residential structures, such as for a garage.

Motion made by Bettie Jo Cronk to deem the Matthew & Kathleen Jacoby application for variance to construct a garage at 46 Wintergreen Pt Dr, New Haven, NY 13121 as complete. Seconded by Melissa Windey.

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

Motion made by Bettie Jo Cronk to schedule a Public Hearing on Wednesday, January 21, 2026 at 6:10 PM for the Matthew & Kathleen Jacoby application for variance on 46 Wintergreen Pt Dr, New Haven, NY 13121. Seconded by Melissa Windey.

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

Motion made by Bettie Jo Cronk to classify the Matthew & Kathleen Jacoby application for variance at 46 Wintergreen Pt Dr New Haven, NY 13121 as a SEQR Type II action in accordance with 6 NYCRR 617.5 (C) 12. Seconded by Allen Chase.

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

Old Business

Fulton Community Solar Project & US Light Energy – Discussion on the Resolution Granting Special Use and Site Plan Approval; and Discussion for Solar Projects Host Community Benefit Agreement for 2824 County Route 6, Fulton, NY 13069 (150.00-01-45.01).

Project Manager, Alex Burnett and Attorney Daniel Krzykowski from the Fulton Community Solar Project & US Light Energy were present.

The Planning Board reviewed a Draft Resolution Granting Special Use and Site Plan Approval for the USLE County RD I LLC Project, which outlines the Board's findings of fact and conditions of approvals.

New Haven Town Attorney, Carl Schmidt spoke on the particular conditions for granting the special use and site plan approval for a 3.0 MWac community-scale, ground-mounted solar energy system at 2824 County Route 6 (tax map # 150.00-01-45.01) in the Town of New Haven which are attached as follow:

(attach: Resolution Granting Special Use and Site Plan Approval for USLE County RD 6 I LLC)

Town Attorney, Carl Schmidt indicated a minor revision to the draft resolution would have to be incorporated into the section recording the vote because Chairperson Karen Valentino was not present and Alternate Rhea Keller Knittel was invited to fill in the absence.

Motion made by Bettie Jo Cronk to adopt the Resolution Granting Special Use and Site Plan Approval for USLE County RD 6 I LLC as written but remove Chairperson Karen Valentino's name on the last page and replace with Vice Chairperson Mike Cutuli and Alternate Member Rhea Keller Knittel. Seconded by Allen Chase.

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

Discussion for Solar Projects Host Community Benefit Agreement for 2824 County Route 6, Fulton, NY 13069 (150.00-01-45.01)

Attorney, Carl Schmidt and USLE Project Developer, Alex Burnett both spoke on the Fulton Community Solar Project & US Light Energy Host Community Benefit Agreement, that was discussed with the New Haven Town Board last night (December 16, 2025). The completed Host Community Benefit Agreement is required as a condition of approval prior to the issuance of a Certificate of Occupancy.

Reports

Cindi Giovio, Secretary to the Planning Board spoke on the training hours for the Planning Board members. All members need to be in compliance by December 31, 2025. Re-appointments will be determined in January 2026.

Adjournment:

With no other business before the Board, a motion was made by Allen Chase. Seconded by Bettie Jo Cronk to adjourn the meeting at 6:52 PM. All in favor. Motion carried.

Respectfully submitted,

Cindi Giovio

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.