



# TOWN OF SANGERFIELD

## Comprehensive Plan

January 2015



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# Town of Sangerfield



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## **Zoning Board**

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# 1. Introduction

## The Comprehensive Plan Committee

The Sangerfield Town Board established a Committee comprised of members of the community, the Zoning & Planning Board chairpersons and other town officials to begin the comprehensive planning process in January 2011. This committee was charged with gathering base data and reporting their recommendations based on community feedback to the Town Board in the form of a draft plan. The committee received valuable assistance from Cornell Cooperative Extension of Oneida County and Oneida County Soil & Water Conservation District.

## Purpose of the Plan

The purpose of the plan is to provide recommendations for the future land use and development within the Town. It assists decision makers when facing any potential residential and commercial growth that Sangerfield may face as metropolitan areas expand into the region. It will also help assure that the growth of the area will be in concert with plans for infrastructure, road development, and recreation while taking into consideration valuable natural resources and agriculture. It is the purpose of this plan to help the Town, other levels of government, funding agencies, and the local residents to move forward with a shared vision.



## Previous Plan

Currently, the Town of Sangerfield does not have a Comprehensive or Master Plan

## The Planning Process

The Town Board was authorized to create a special committee to be made up of volunteer community members. The committee gathered data, opinion and general information from the town's citizens in order to create a document for the people of Sangerfield to consider through public comment and public hearing. The draft plan would then be reviewed and presented for adoption as the final plan.

## Comprehensive Plan Steering Committee

The Board interviewed interested residents to serve on the committee. The committee's purpose was to find out what residents wanted to preserve, to change and to enhance for the future and to develop goals the Town should consider in order to best serve the residents within the scope of its resources.

During monthly meetings and a variety of events, all of which were advertised and open to the public, the Steering Committee hosted community tours and public participation sessions, identified issues, and reviewed data and maps documenting the assets in Sangerfield and the region.

## Community Survey

The Survey was mailed out to Sangerfield property owners using the tax and voting rolls. To reach residents whose names weren't available through these lists, ads were placed in the local weekly newspaper (Waterville Times) and blank surveys were made available through the local library and in the Town Hall. Several articles appeared in the Waterville times explaining the value of each person's opinion and the need for a broad range of responses to get an accurate understanding of what residents think about the Town and its governance.

## Community Tour

The Steering Committee hosted a community tour and discussion session. Participation was open to the public and dialogue was encouraged to guide the plan as it proceeded.

Participants boarded a mini-bus to visit a number of sites that the Committee had identified in the Township. At each site, tour riders left the bus to observe, engage in brief discussion, and consider what factors or dynamics were affecting the area.

Upon return from the tour, participants had time to share their observations and general impressions of the Township as a whole – and to identify specific elements and areas of concern.

### **Focus Group**

Complementing and supplementing the survey, a focus group was held at the Waterville Library to address specific topics in the community: Emergency services, law enforcement, infrastructure (roads, utilities, water and transportation), Arts and culture, historical preservation, tourism, business (employment, local jobs and the job market), Farming, general land use and regulation, environment, parks, recreation and life in Sangerfield (seniors and youth, housing, education, civic organizations)

During the session participants brought their individual and unique views and concerns for shared discussion making and consensus. Perspectives presented gave greater dimension to each topic and enlarged the scope for analysis to develop proposals for action.

### **Data Collection and Analysis**

An extensive data collection process was completed for the Comprehensive Plan. With the aid of local officials, county staff and Cornell Cooperative Extension, data relevant to the Town was gleaned regarding population, housing community services, local land uses, environmental considerations, local laws and ordinances, economic development, regional employment and municipal services.

### **Periodic Review and Update of the Plan**

It is the recommendation of the Comprehensive Plan Steering Committee that this plan be periodically reviewed and updated by the Town Board and others. The committee wants this to be a living document which evolves as needed. The following reviews are recommended, but will need to be designated by the Town Board;

- As an On-going measure, the Planning & Zoning Boards should include the comprehensive plan as an agenda item for monthly meetings so that the short, mid-range and long term goals continue to be addressed.
- If necessary, outside organizations should be identified or sub-committees should be formed to address certain issues identified in the plan.
- A one (1) year review should be completed by the Town, Planning, and Zoning Boards to identify any action items that respective local officials & staff members should be addressing.
- A five (5) year review will refresh the Town Board's perspective on the longer range issues and on-going town policies affecting Sangerfield
- A ten (10) year update will keep the plan current with the ever changing conditions of the Town, reducing the probability of a large scale land use predicament.



## 2. Background

### Community Vision

The Comprehensive Plan's Vision for Sangerfield describes the overall character of the Town in terms of its natural, social and built environment. The plan provides guidance and vision for local officials with content that is driven by the community, supports the orderly growth of the Town, encourages the most appropriate use of the land, protects natural resources, protects the value of property, prevents overdevelopment, and promotes the health, safety, and general welfare of the public; now and for future generations.

### Community Character

The community is interested in retaining and promoting its small town character and quality of life. Sangerfield's character and appearance is derived from traditional architecture and rural landscapes that are reflected in its colonial style homes, wood structured buildings, significant farms and barns that give the region its unique character. Ultimately, the vision is to preserve and enhance the traditional small-town appearance, rural community character, and values for a better quality of life that will enable Sangerfield to support a historic environment for business and living by:

- Providing quality services
- Ensuring safety for residents
- Retaining and improving local activities
- Providing quality educational opportunities
- Protecting the environment and natural resources
- Encouraging local business
- Supporting employment and economic development
- Accommodating appropriate housing needs for varying ages and family needs while maintaining community character

### 2.1 Location and History

#### Regional Setting



The town is located in Southern Oneida County and has a total area of 31.0 square miles (80 km<sup>2</sup>), of which, 30.8 square miles (80 km<sup>2</sup>) of it is land and 0.2 square miles (0.52 km<sup>2</sup>) of it (0.52%) is water. The south town line and the west town line are the border of Madison County, New York. US Route 20 crosses the town. The Sangerfield River is an important stream flowing southward through the town.

Significant locations within Town are the hamlet of Sangerfield located south of Waterville and on US Route 20. The Hamlet of Sangerfield is the location of the town government. Chittning Pond which is actually a small lake near the east town line located just east of the local State Lands. Conger Corners located between the Sangerfield hamlet and Pleasant Valley on Route 20. Five Corners is a settlement southeast of the Sangerfield hamlet.

The Nine-Mile Swamp partly in the southwest part of the town is an area that is famous for lodging the Loomis Gang. Pleasant Valley is west of the Sangerfield hamlet on US Route 20. Stockwell is a hamlet in the southern part of the town. Tassel Hill which is the highest point in Oneida County, located in the northeast part of the town, east of Route 12 on the borders of Bridgewater, Marshall, and Paris townships. Part of the Village of Waterville is within the northern town line, north of Sangerfield village on Route 12. Whiskey Hollow, a small stretch of road on Route 315 with approximately .5 miles inside Waterville.

The Town of Sangerfield is located in the Mohawk Valley Region of New York State, which consists of a six county geographic region including the counties of Fulton, Herkimer, Montgomery, Oneida, Otsego and Schoharie.

#### Town of Sangerfield History

The Town of Sangerfield occupies the most southern portion of Oneida County. Officially established on March 5, 1795, early settlers were attracted by its water supply and rich soil which provided the basis for its main industry through the years, farming. Situated on the 'Cherry Valley Turnpike', now Route 20, its location mid-way between Albany and Buffalo made Sangerfield a thriving community with many taverns, stores and churches and stop for many turnpike travelers.

The town was named for Col. Jedediah Sanger who promised of a cask of rum and land for the first church in exchange for the honor. The Town encompassed a well-worn Indian path known as the “Oneida Path” or “Great Indian Trail” and had been used for fishing and hunting expeditions as well as General George Washington on a visit to the Oneida in 1783.

While dairy farming has been the stable throughout its history, the introduction of hops in the 1830’s proved to be a boom to the area and Waterville and the surrounding area was considered the ‘**Hops Capital of the World.**’ Local innovators developed numerous inventions related to the cultivation and curing of hop.



The development of railway service throughout the Town of Sangerfield made the area a major shipping point for hops-related cargo. Waterville was the ‘exchange center for hops’ for the entire nation at hop growing’s peak in the 1880’s and provided significant wealth to the area.

Small businesses such as a cheese box factory, boot and shoe factory, brick manufacturing, distilleries, coal gas production, textile and soap factories sprang up in the area. Engrained in Sangerfield’s history is the notorious and colorful Loomis Gang – its most infamous family. Settling near the area known as the ‘Nine Mile Swamp’ in 1802, the Loomis family raised a large family of criminals that became widely known for horse thievery, burglary, counterfeiting and other notorious exploits. They utilized the swamp to hide stolen horses and cattle and as an escape when pursued by local law enforcement. These outlaws have been the topic of numerous books and movies; one recent book is Frontier Justice: The Rise and Fall of the Loomis Gang by E. Fuller Torrey.



The rich history of the area and its citizens can be researched at:

- The Waterville Historical Society - <http://www.watervilleny.com/WHS.htm>
- Waterville Public Library - <http://www.watervillepl.org/>
- The Waterville Times is published weekly and is an excellent source of local news which is also available online at <http://www.watervilleny.com/timesindex.htm>
- The Town of Sangerfield Bicentennial history, published in 1995
- More recently, the daily activities and photographs of Town can be found online at <http://athomeinthehuddle2013.blogspot.com/> or <http://athomeinthehuddle2014.blogspot.com/>

## 2.2 Existing Land Use

The Town of Sangerfield currently has a Planning Board and a Zoning Board to support as land use and oversee current regulations. However, the Town’s zoning ordinance (See Appendix) is has not been updated since 1980 and reviewing the area near the Rt. 12 and Rt. 20 corridors could benefit the Town. Sangerfield has a long standing tradition of Agriculture and agribusinesses. According to the community survey, support and protection of Agriculture was a high priority. A significant number of acres within the Town have New York State Department of Environmental Conservation and Army Corp of Engineers designated Wetlands and Flood plains which have a direct impacted on property development. In the Community Survey, unkempt property was one aspect of current land use where the community voiced great concern, particularly issues surrounding enforcement of the property maintenance code for abandoned or unsafe housing and properties with garbage, junk and debris in public view.

To better understand the land use throughout the Town each property has a class code that is defined by the New York State Office of Real Property Services. The following are class codes definitions and a land use map by class code: (see Appendix)

- **Agricultural** – property used for the production of crops or livestock
- **Residential** – property used for human habitation. (Hotels, motels, and apartments are in the Commercial category)
- **Vacant** – property that is not in use, is in temporary use, or lacks permanent improvement
- **Commercial** – property used for the sale of goods and/or services
- **Recreation** – property used by groups for recreation, amusement, or entertainment
- **Community Services** – property used for the well- being of the community
- **Industrial** – property used for the production and fabrication of durable and nondurable man- made goods
- **Public Services** – property used to provide services to the general public
- **Forest** – reforested lands, preserves, and private hunting and fishing clubs



Source: NYS Office of Real Property Services

## 2.3 Connections

### Route 20 Corridor

Traveling along Route 20 may add a few minutes to your trip but, for a while, it probably won't seem like the world is racing by quite so fast. Welcome back to "America's Main Street".

What we know as U. S. Route 20 began as Native American trails in the early years of America. During our nation's first century, these trails were transformed with the construction of several turnpikes to handle the burgeoning westward traffic by horse and wagon. The most famous of the turnpikes connected Albany to Cherry Valley and later was extended to Cazenovia and the Syracuse area. This roadway became known as the Cherry Valley Turnpike and soon was dotted with taverns, hotels and other amenities for travelers. In the 1860s, the Cherry Valley Turnpike became the property of New York State. State and federal programs began providing funds for road building and management assistance by the turn of the century.

With the coming of the automobile, the highway had once again taken on a new life. In 1926, the road was designated as U.S. Route 20, the longest road in the country, running coast to coast a distance of 3,365 miles.



Roadside attractions and tourist cabins provided entertainment and much-needed services to a whole new kind of traveler. One can literally track the westward migration of the state and the nation in the buildings and the landscapes found along Route 20. The quiet neighborhoods and Main Streets of its historic villages showcase Federal and Greek Revival architectural styles of the Colonial/Turnpike era, a testament to the long history of the region.

Along Route 20, travelers pass New World Dutch, English, and gambrel-roof dairy barns, the numerous drive-ins and motor courts of the 1930s-1950s, all against the backdrop of the productive fields and tranquil pastures that first brought prosperity to the region. More information is available online at: <http://www.nyroute20.com/>

So let's get started: take a look inside to rediscover Route 20 and the surrounding area. We have excursion routes from Route 20 to numerous points of interest throughout our seven-county region. While the excursions are set up for those driving west to east, we've included complete route numbers in each of the excursion descriptions to allow east-to-west drivers to "reverse" the trip easily. Either way, the journey will be as much fun as the destination.

### Oneida County Rural Transit System

Birnie Bus Service, Inc. provides transportation for O.C.R.T. with service to and from Little Falls, Utica, Rome, Oneida, as well as many other destinations throughout Central New York. (See Appendix for Map)

Routes & Schedules online at: [http://www.birniebus.com/pdf/OCRT\\_UTica.pdf](http://www.birniebus.com/pdf/OCRT_UTica.pdf)

# 3. Goals & Objectives

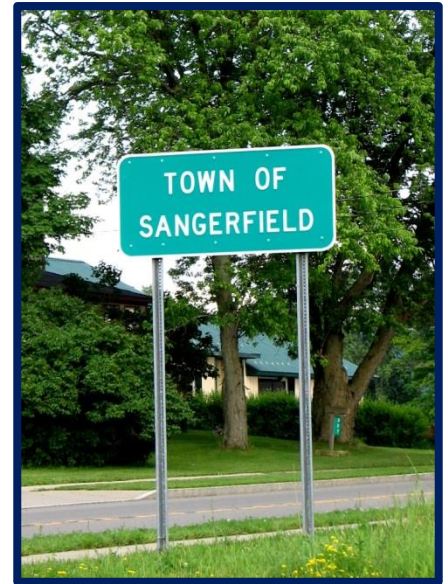
## 3.1 Population

### Introduction

The Comprehensive Plan's Population Strategies include goals, policies, and implementation strategies related to the amount of population growth. The Land Use Policies and Strategies address the location of population growth. An understanding of population trends within a community is important for developing policies to accommodate change and establish an appropriate direction for the future.

Sangerfield's population growth is shaped in part by regional and national growth trends. This region is experiencing an aging population and a loss of young professional and families.

Its geographic location is easily accessible from the New York State Thruway, Route 12, and Route 20; making it an attractive location for individuals to live in the town and commute elsewhere. In addition, Sangerfield's scenic location makes it attractive to those seeking a rural location. See Appendix for population demographics.



### Goals

Encourage orderly growth and development in appropriate areas of the community, while protecting the Town's rural character, making efficient use of public services, keeping property tax levies reasonable and preventing development sprawl.

- Manage the rate of residential and non-residential growth in a manner that maintains the Town's rural, small-town character
- Account for the Town's ability to accommodate an increased population
- Balance agricultural and natural resources with residential development
- Provide opportunity for a variety of individuals to live in Sangerfield

### Policies

- To achieve these goals, the Town's policy should:
- Ensure that residential growth in rural areas is accommodated in suitable locations that are properly zoned and appropriate geological conditions engineered
- Promote growth in areas with existing access to public services
- Provide opportunity for higher density development in areas that have appropriate community facilities and services, including public appropriate water and sewer systems
- Monitor and manage the rate of growth to ensure that such Improve infrastructure to ensure growth does not unduly strain public facilities and services
- Support enrollment in New York State Agricultural Districts

### Implementation Strategies

- Adopt a site plan review process to support the smart growth
- Use slope, wetland, natural resource and land use maps (See Appendix) to identify restricted areas when issuing building permits to make residents aware of other agencies that need to provide additional approval
- Planning Board should consider regional growth trends, similar ordinances in surrounding communities and the long-term capacity of Sangerfield municipal facilities and services when planning for growth
- The survey indicated that agriculture activities a should take priority over residential development in agricultural rural zones to protect rural character

## **3.2 Housing**

### **Introduction**

The Comprehensive Plan's Housing Strategies describe goals, policies, and implementation strategies related to housing in Sangerfield. The Town's housing stock has developed over the past several decades. Consequently, there exists a rich variety of housing that includes older housing within the Village of Waterville, rural historic homes, farmsteads, homes built post World War II and a small number of multi-family units. The Town's greatest density of housing occurs adjacent to the Village limits and through the center of the town with quite rural areas occurring to the east and west portion of the township. 1,000 of Sangerfield's 1,096 housing units are owner occupied. Another significant trend has been the increase in mobile and manufactured housing that has a shorter lifespan and may require the Town to respond with a policy regarding maintenance, structural integrity, and/or disposal.

### **Goals**

To encourage and promote affordable, decent housing opportunities for a variety of citizens and to diversity the affordable housing stock within the Town.

- The Town should attempt to close its current affordability gap and work to ensure that future housing is affordable for households including both families with children and the elderly
- Ensure that the quality of new residential development provides a good living environment for all residents
- Promote the development of a range of housing to meet the needs of a variety of residents

### **Policies**

To achieve these goals, the policy of the Town of Sangerfield should:

- Provide opportunities for the construction of a wide range of housing types at a variety of densities to allow for a diversity of people to thrive within the Town
- Explore allowing higher densities where housing can be served by public water and sewer
- Support the ability for elderly to age in place and for individuals to transition into total care
- Allow the construction of eldercare facilities such as congregate housing and assisted living facilities provided that these facilities are appropriate to the character and scale of Sangerfield
- Consider a variety of techniques (including tax incentives) for affordable family, senior, and special needs housing projects in growth areas of the Town ensuring that there is a range of housing that is affordable to those on a fixed income

### **Implementation Strategies**

- Use United States Department of Agriculture Rural Development (USDA) definitions of affordability and update affordability targets as new USDA data is available
- Based on the aging population encourage housing for the senior population at higher densities where the facility can be served by public sewer and water
- Review the zoning ordinance and subdivision regulations to ensure new or redeveloped sites are consistent with the recommendations in this plan and are consistent with the capacity of municipal services.
- Review Town land use ordinances to determine if these regulations can be revised to encourage more affordable housing.
- Work cooperatively with nonprofit organizations like the UNH Home Ownership Center to provide opportunities for individuals to afford housing
- Provide opportunities for multiple uses of buildings, including housing, in commercial areas of the community.

### **3.3 Land Use**

#### **Introduction**

The Comprehensive Plan's Land Use Strategies describe goals, policies, and implementation strategies to guide the location, intensity and quality of land use in Sangerfield over the next ten years. Land Use Regulations (See Appendix).

#### **Goals**

- Encourage orderly growth and development in appropriate areas of the community, while protecting open space, making efficient use of public services and preventing development sprawl
- Safeguard the State's agricultural and forest resources from development which threatens those resources
- Achieve a balanced pattern of land use that respects the Town's diverse natural, cultural, economic, and historic resources
- Encourage growth that is respectful of Town, Village, rural, agricultural, and natural areas
- Impact of new growth on environmental, open space and fiscal resources is minimized
- Growth does not exceed the capacity of municipal facilities and services
- The identity of the Town and its character is maintained and enhanced

#### **Policies**

To achieve these goals, the policy of the Town will promote a general pattern of development that maintains and enhances the land use and living environments of the Town including the high density village area, the Route 12/20 mixed-use commercial corridor, rural residential, agricultural activities, and forest natural areas. To accomplish this policy the Town should:

- Identify areas for growth that would include residential areas and areas where public infrastructure can service a high density of development;
- Restrict development in critical rural and natural resource areas;
- Promote commercial and industrial uses in appropriate locations;
- Encourage enrollment in NYS agricultural districts;
- Preserve residential neighborhoods

#### **Implementation Strategies**

Consider a variety of regulatory and non-regulatory mechanisms to accommodate growth while protecting the Town's rural character. Protect and enhance small-town rural charm by ensuring that new development is consistent with the character of the Town, promotes amenities that reinforce the Town's character, protects the scenic value of the Town's open space, marshes, rivers and rural roads, and protects historic landmarks of the Town. Encourage higher capacity for infrastructure development in the Town's commercial and municipal center in the Route 12/20 area

Monitor and manage the impacts of residential growth to ensure that such growth does not unduly strain public facilities and services. This includes studying alternative methods of managing growth and financing public improvements required by new growth, such as: a differential growth cap, Transfer of Development Rights (TDR), Purchase of Development Rights (PDR), Impact and/or Service Fees and other innovative planning tools.

Manage residential development outside of village areas to assure it is consistent with the character of Sangerfield by:

- Directing growth into designated or transitional areas;
- Adopting and revising land use regulations that recognize the capacity of natural and man-made systems within the Town;
- Restricting development in areas where public facilities such as water, sewer, and roads are not available or are not adequate to service the development unless the services are upgraded; and
- Requiring provision of open space and recreational lands as part of new, large subdivisions that are proportional with the size of the development and that optimize opportunities to connect with Town, Village, and regional open space and recreational resources.
- Maintain and promote commercial and light industrial activities and uses along the Route 20 Corridor assuring that expansion of existing commercial uses or development of new commercial enterprises adhere to the following guidelines:
  - Ensuring the scale and nature of the development is compatible with adjacent uses.
  - Encouraging signs that are consistent with the scale of the development and do not hinder the view of motorists.
  - Instituting appropriate access management techniques to maintain a safe roadway system by minimizing access points on major transportation routes.

- Creating a more inviting environment through the use of lighting and streetscaping.
- Direct business and industrial growth and expansion to locations that minimize impact to the Town's natural and historical environment
- Transition to adjacent neighborhoods by using landscaping, buffering, lighting and parking.
- Identify specific areas that could be zoned or re-zoned to accommodate light industrial or business development based upon the suitability of the area and access to arterial roadways and railways.

#### Additional considerations:

- The Town wants to protect its rural and critical areas in ways that respect the rights of property owners.
- Continue to protect, manage and enhance the Town's open space, forestry and agriculture resource areas.
- Evaluate Town-owned lands to determine their most appropriate long-term uses.
- Designate distinct "critical", "rural", "growth" and "transitional" areas within the Town
- Critical Areas: encompass properties in the community that contain valuable natural, historic or visual resources that are in need of a higher level of protection.
- Rural Areas: include areas of the community that consist of large, contiguous open spaces, farmland, and forest land; or are not physically suitable for accommodating future high density residential or commercial uses.
- Growth Areas: include areas that are essentially built out and will only experience incremental or infill growth in the foreseeable future; areas already designated as commercial or industrial zones on the existing zoning map that have some capacity for future growth
- Transitional areas: are not part of established commercial or industrial areas on the existing zoning map, but are located in proximity to existing commercial areas; are physically suitable for limited development or redevelopment; contain sufficient area to accommodate planned growth and development; and enable a compact, clustered pattern of development rather than sprawl.

### **Future Land Use**

- This is an opportune time to look at the Town's land use challenges since the land use patterns have been relatively stable.
- Zoning specific to wind farms, hydrofracking, mobile home parks, multi-family dwellings should be addressed and designated areas specified within the Town to accommodate them if allowed.
- The commercial or industrial activity currently is focused in a designated zone within the Town, any similar development will likely be able to be accommodated in this zone, however, any large scale development of this type may require modification to the zoning ordinance.
- Accordingly, land use controls will likely continue to be very limited in nature, with an emphasis on maintaining private property rights. Such regulations as are enacted must be very streamlined and provide the flexibility to accommodate development in the Town but in a manner that allows the Town to exercise reasonable control to deal with the impacts of the development.

### **Sensitive Areas**

- The benefit of preserving and protecting land, where appropriate, for recreation, open space, tree growth and natural wildlife habitat is that it supports a positive quality of life and other desired community assets

### **Rural Areas**

- The benefit of preserving and enhancing the rural areas (i.e. with agricultural, forestry and natural resource uses) is the economic and physical linkages to outer portions of the town to the central area by off-road movement, open spaces, scenic local roads and collector streets.

### **Agriculture**

- Agriculture was an industry that was highly valued in the community survey. Currently there are 6856.8 acres of land enrolled in the NYS Agricultural districts within the Town of Sangerfield.

### **Growth Centers**

- A benefit to improving the central area of Sangerfield in the vicinity of the Route 12/Route 20 intersection is that this area forms the historic commercial heart of the Town and it can be enhanced with other transportation improvements that will protect its viability and advance its livability.

## **Commercial Corridors**

- A benefit to continuing to develop a mixed-use business and service area is to promote the development / redevelopment of this area to serve travelers (tourists, residents, and others) at this transportation gateway to Sangerfield.

## **Energy Development**

- The survey supports the town increasing its energy independence and alternative energy development including wind energy. Additional information can be found in the The Rural Policy Research Institute (RUPRI), Report on Transitioning to Renewable Energy: Development Opportunities & Concerns for Rural America. (See Appendix)

## **Planning and Management**

- The Comprehensive Plan's planning and management strategies describe goals, policies, and implementation strategies related to Town land use planning and management.

## **Goals**

- Improve the efficiency and effectiveness of public service delivery through formal and informal means of inter-municipal cooperation and communication.
- Promote a pattern of growth and development that allows for cost effective delivery of services that is consistent with the needs and fiscal capacity of the Town.
- Plan for public facility improvements through a Capital Improvement Program
- Ensure adequate planning to mitigate civil emergencies.
- Continue training to improve the planning and management capability of the Town
- Maintain inter-community communications among the Town departments, Town committees and commissions and other levels of government.

## **Policies**

To achieve these goals, the policy of the Town should:

- Promote a pattern of growth and development that is not dependent on infrastructure being provided by or the burden placed on the Town of Sangerfield.
- Maintain and enhance the Town facilities and services to provide for the health and safety of the Town's residents.
- Encourage public/private cooperation in planning and financing improvements to the Town's public facilities
- Ensure all students have the opportunities to receive the best possible and affordable education so they acquire the necessary skills and knowledge to make a positive contribution to the community
- Promote sustainable resource use by all Town departments.
- Provide adequate, high quality staff and/or training to support to the Town's various boards and departments.
- Support the enforcement of the Town's land use regulations in a fair and equitable manner.
- Develop a program for working with the School District on planning for future school needs.



### **3.4 Natural Resources**

#### **Introduction**

The Comprehensive Plan's Natural Resources Strategies describe goals, policies, standards, and implementation strategies related to the protection, conservation and development of Sangerfield's natural resources.

Natural resources contribute to defining a community's unique character. Sangerfield's natural resources provide residents with a rich quality of life and many recreational opportunities. Natural resources are also an important consideration in estimating the Town's capacity for growth and development potential. Natural resources can provide both opportunities and constraints for growth. For example, steep slopes and wetlands are inappropriate for development while better drained, flatter areas are generally considered more suitable for development. The natural resource base of the Town is an important factor in determining local land use decisions. For a summary of natural resources regulations (See Appendix).

#### **Goals**

- Maintain and, where possible, improve the quality of our natural environment when making decisions at a local level.
- Work cooperatively with federal and state environmental regulators to enforce regulations that protect the Town and region's natural resources.
- Protect the aquifer from potential sources of contamination by controlling land use and maintaining the availability and quality of other existing and potential water supplies.
- Protect, manage and support natural resource based enterprises such as agriculture and forestry.
- The natural environment should be used as a guide to manage future growth recognizing that natural systems provide opportunities to accommodate development, specifically stormwater runoff.
- Continue to recognize access to New York State Land as a community resource.

#### **Policies**

To achieve these goals, the policy of the Town should:

- Encourage the use of environmentally sensitive areas and critical habitats in a manner that does not jeopardize the environmental value of their resource.
- Protect the quality of the groundwater in the Aquifer and in the Town's other watershed areas that can be used for high volumes of domestic use.
- Protect surface water quality through planning policies that manage point and non- point source pollution including stormwater discharge.
- Cooperate with surrounding communities and Oneida County Soil and Water Conservation District to minimize the potential for surface water pollution by inappropriate uses or activities.
- Encourage the long-term protection and enhancement of valuable wildlife habitat and fisheries through appropriate uses such as low impact recreation, and wildlife habitat
- Ensure protection of high value wetlands when designating growth and rural areas in Sangerfield.
- Maintain and update comprehensive community flood hazard management policies, strategies and mapping to ensure the safety and welfare of those individuals with properties near such areas.
- Work with schools and community groups to help educate the public and promote environmental stewardship.

#### **Implementation Strategies**

- Establish a graphic inventory or map of recreational land in the Town and update as new data becomes available.
- Review the Aquifer Protection provisions of the Town's Land Use Ordinance to determine whether or not there is sufficient protection of the groundwater in the Town.
- Revise local subdivision and site plan review regulations, where necessary, to require stormwater management, erosion and sediment control, buffers and landscaping, including a reference to a suitable guidance document that requires currently accepted Best Management Practices
- Establish a process with adjacent communities to ensure the maintenance of water quality standards for surface waters that occur in more than one community
- Continue to manage the use and development of the Town's inland flood hazard areas, watersheds and mineral rights in accordance with state and federal standards.
- Update current flood hazard standards and maps to be consistent with federal guidelines and the recommendations of the Oneida County Hazard Mitigation Plan. Refer landowners to SWCD for technical assistance.

## 3.5 Transportation

### Introduction

The Comprehensive Plan's Transportation Strategies describe goals, policies, and implementation strategies related to the transportation system in Sangerfield.

### Goals

- Improve the efficiency and effectiveness of public service delivery through formal and informal means of inter-municipal cooperation and communication.
- Promote a safe and sustainable transportation system that is consistent with the character of the community through which it passes.
- Improve and enhance the transportation network through the coordination of state, regional and local planning.

### Policies

To achieve these goals, the policy of the Town should:

- In cooperation with NYS Department of Transportation (DOT), ensure that planned transportation improvements and enhancements are appropriate for the particular area and complement the community.
- When practical, incorporate multi-modal transportation into project designs when local or state roadway improvements are being implemented.
- Ensure that state, regional and local transportation planning officials are aware of the Town's transportation deficiencies and needs
- Participating in the DOT Region project selection process.
- Documenting the need for specific improvements.
- Identifying the projects and priorities for transportation improvements.
- Investigate opportunities for public-private partnerships with local businesses, transportation users and civic organizations on transportation enhancement and improvements.
- Recognize the important impact that transportation decisions have on the Town's land use patterns, ensure that future transportation improvements are consistent with the Town's land use policies and give special consideration to maintaining the character of established hubs and the historic village.
- Encourage safe and appropriate access management techniques for both Route 12 and Route 20.
- New development and redevelopment along Route 20 and other major roads shall occur in a manner, which minimizes the cumulative impacts on the road network while providing safe access to the parcels.
- Encourage the planning and implementation of pedestrian and bikeway inter-connections when practical.

### Implementation Strategies

- Work cooperatively with NYS DOT to ensure that there is proper planning and implementation of projects that address key roadway locations, bridges, and local infrastructure that needs attention. Become aware of funding and program opportunities.
- Ensure that any road accepted by the Town as a public roadway meets the NYS DOT standards and specifications for public roads.
- Consider establishing an impact fee for all roads accepted as public town roads appropriate for the impact of the development on Town services.
- Do not allow new Town roads in critical and rural areas.
- Review local or state roadway improvements and where possible connect existing trails in Town and eventually connect with the neighboring Trails.



## 3.6 Infrastructure & Utilities

### Introduction

The Comprehensive Plan's Infrastructure & Utilities Strategies describe goals, policies, standards and implementation strategies related to the public utilities systems including water, sewer, telephone, data, cable, electricity and gas.

### Goals

- Allow a system of public facilities and services to accommodate anticipated growth and economic development.
- Improve the efficiency and effectiveness of public service delivery through formal and informal means including shared services
- Work cooperatively with the Village of Waterville's water and sewer districts to provide appropriate levels of service to meet current needs, as well as future needs in the Town; minimize extension in critical or rural areas.
- Work cooperatively with utility distributors of data, cable, telephone and electrical lines, and gas pipelines to ensure the type, location, size, scope, quality and accessibility are consistent with the growth, land use, design, community character and other policies of this Plan to meet the needs of the community.
- Continue to explore and implement methods to reduce, re-use and re-cycle Town waste as indicated in the survey

### Policies

- To implement these goals, the policy of the Town should:
- To reduce any burden on the Township, the water and sewer service area boundaries, both existing and projected, should not extend into low density areas
- Continue to support the use of service fees by the water and sanitary districts to fund enlargement and expansion of their systems.
- Protect the Municipal public water supply.
- Work cooperatively with the water, sewer, gas, electric, telephone, cable and other utility companies in the planning and development of facilities to ensure that residents are properly serviced and that franchise fees are distributed to the appropriate municipality
- Maintain proper management of wastewater and stormwater from residential, commercial and community sources.
- Explore the possibility of a recycling center (similar to Town of Trenton), shared large trash removal pick-up, or an a OHSWA transfer station to better serve the needs of residents in the southern portion of Oneida County
- Ensure that the location and installation of utilities are consistent with Town appearance and character goals and policies.
- Approve new developments that rely on public water only when the applicant can prove adequate water supply
- Continue to work with wireless, cable and data utility system providers to ensure technology is available for residents and economic development.
- Explore the feasibility of implementing a program to locate overhead utility wires along key roads, (e.g. Route 12 and 20). Ideally, utilities should be located underground in the future



## 3.7 Services

### Introduction

The Comprehensive Plan's Public Services Strategies describe goals, policies, and implementation strategies related to the public facilities and services in including fire, police, schools, parks and open space. For Oneida County Hazard Mitigation recommendations (See Appendix) and the Comprehensive Emergency Management Plan (CEMP) at <http://www.ocgov.net/oneida/sites/default/files/E911/CEMP/Final%20CEMP.pdf>

### Goals

- Plan for, finance and develop an efficient system of public facilities and services to accommodate anticipated growth and economic development.
- Improve the efficiency and effectiveness of public service delivery through formal and informal means of inter-municipal cooperation and communication.
- Promote a pattern of growth and development that allows for a cost effective delivery of services that is consistent with the needs and fiscal capacity of the Town.
- Continue to ensure that police, fire and rescue services are adequate to meet the public health and safety needs of the residents of Sangerfield.
- Program public facility improvements through a Capital Improvement Program that is based upon the policies and actions of this Comprehensive Plan.
- Encourage high quality educational programs for all ages that incorporate a variety of community resources including conservation lands, historic resources, community facilities and local business.
- Ensure adequate planning to mitigate civil emergencies.

### Policies

To achieve these goals, the policy of the Town should:

- Promote a pattern of growth and development that discourages sprawl, is consistent with the policies on land use, and allows for cost effective delivery of services consistent with the needs of Sangerfield residents.
- Maintain and enhance the Town's public facilities and services to provide for the health and safety of the Town's residents.
- Encourage public/private cooperation in planning for, financing, and maintaining, improvements to the Town's public facilities.
- Ensure that all students have the opportunities to receive the best possible and affordable education so they acquire the necessary skills and knowledge to make a positive contribution to the community
- Promote sustainable resource use by all Town Departments.
- Encourage the multiple use of community facilities to the greatest extent possible.
- Continue to review the needs of all community facilities to determine the need for replacement or additions including, but not limited to: Town Hall, highway department and recreational facilities.
- Continue to monitor all Town-owned properties and resources to ensure that there is a rational basis for capital maintenance, repairs and acquisition.
- Coordinate public facility improvements through a Capital Improvement Program (CIP) that is based upon the policies and actions from this Comprehensive Plan and an appropriate system of priorities.
- Establish an inter-board to communicate appropriate information among the Village, Town, departments, committees and community organizations
- Conserve the Town's financial and environmental resources through group purchasing.
- Work directly with the businesses and community groups to determine areas where cost sharing for municipal facilities and services may be appropriate.



## Fire Protection

- Adopt a specific development plan for fire protection addressing issues such as volunteer fire fighting resources, dry hydrants and response times.

## Parks

- Adopt a specific development plan for parks and recreation plan addressing issues such as maintenance of current facilities and acquisition of new facilities to meet Town needs. Many recreational opportunities were suggested by the community, through public input. For full survey results (See Appendix)

## Public Lands

- Continue to recognize publicly owned lands that meet Town needs consistent with the Comprehensive Plan and where possible maximize their community asset, environmental resource, and tax value.



## Fiscal Capacity

- Finance new and expanded facilities in an orderly manner consistent with the needs and fiscal capacity of the Town.
- Use an annual formal capital improvement planning process that considers the Town's capital requirements as well as coordinates with other districts such as the school, water and sewer districts.
- Seek alternative means to supplement Town revenues and reduce dependence on the property tax for its annual operating and capital budgets.
- Evaluate the use of fees for service for new development in accordance with recommendations from the Office of the State Comptroller.

## **3.8 Cultural Resources**

### **Introduction**

The Comprehensive Plan's Cultural Resources Strategies describe goals, policies, and implementation strategies related to historic and cultural assets.

### **Goals**

- Create an awareness of the importance of identifying and preserving historic and archaeological resources.
- Identify, map, preserve and protect significant historical and archaeological resources.
- Educate Town citizens and visitors about Sangerfield's historic and archaeological resources not just as individual buildings or sites, but as resources in a geographic, social and economic context.

### **Policies**

To achieve these goals, the policy of the Town should:

- Preserve and promote the historical character of Sangerfield including historic buildings, sites and landscapes as well as roadways and natural features of historic significance.
- Identify, document and protect the Town's archaeological, geological, and pre-historical resources.
- Encourage that development in the Route 12 & 20 corridors and the central area of Sangerfield occurs in a manner that is consistent with the character of the community.
- Provide educational opportunities for residents and visitors that "tell the story" of Sangerfield's history.
- Encourage owners of historic properties to promote the historical status.
- Adopt a standard design for Sangerfield historical markers that citizens can purchase to identify their historic home or landmark.
- Inform new development about the Town's historic and archaeological resources.

### **Implementation Strategies**

- Explore Local Certified Government program with the NYS Office of Parks, Recreation and Historic Preservation in order to be eligible for matching grants to assist the work of the Historic Society.
- Continue to building a written and photographic record that can be used to maintain and protect these valuable community resources.
- Identify scenic historic landscape resource areas including agricultural lands, battlefields, rock walls, etc.
- Manage the "Gateways" or major roadway entrances into the Town of Sangerfield to protect the historic community character and ensure that any new development is consistent with this character.
- Continue and enhance the education and outreach program for both the residents and visitors to Sangerfield about the Town's history. Annual historic walks, tours and education brochures are examples.
- Work with public and private groups to establish a permanent heritage trail that would include map and permanent markers for specific historic properties.
- Acknowledge in the Land Use Ordinance the proximity to and impacts on historic sites during site review.

### **Town Character and Appearance**

Describe what the citizens of Sangerfield want the Town to look like in terms of its natural, social and built environment and how to achieve it. They address the protection of scenic areas and vistas, as well as guidelines for new development, buildings, landscaping and other features that affect the Town's character and appearance.

- Encourage orderly growth and development in appropriate areas of the community, while protecting local and regional rural character, making efficient use of public services and preventing sprawling development.
- Promote an aesthetically pleasing economic climate that increases job opportunities and overall economic well-being that recognizes traditional architecture and is of a scale and intensity that is compatible with the existing character of Sangerfield.
- Retain open space and natural areas throughout the community to maintain the small town character, rural feeling.
- Enhance citizens' awareness of the land and its resources as part of the community and economy of Sangerfield.
- Preserve the Town of Sangerfield's historic, traditional community character, rural upland pastoral and forested landscape.
- Encourage the use of cluster design in new subdivisions in appropriate areas to link neighborhoods, commerce, and the central section of the Town while preserving open spaces, farmland and to prevent fragmentation of wildlife

habitats.

- Preserve scenic vistas especially hilltop vistas, scenic corridors and along roads in rural areas.

### **Business Development in Business Areas and Scenic Corridors**

- Encourage and extend the development/installation of public and business oriented buildings, landscaping, signs, lighting, benches, paving materials, and other elements that shape the character and appearance of Sangerfield to reflect the Traditional Rural Style. Similar to the recent main street improvements in the Village of Waterville
- Landscaping will reinforce the “rural farm and upland forest appearance” that exists in Sangerfield and can be planted as street trees and on-site in informal patterns.
- Along rural scenic corridors building setbacks and buffers should be implemented, where possible, native planting, street trees, and rock walls should be preserved and constructed to reflect the traditional rural character. Large expanses of parking shall be located to the rear of buildings or screened from the public way by natural landscaping materials including trees, shrubs, earth berms, and rocks.
- Onsite utilities should be located underground where feasible. -

### **Business Advertising and Signs**

- Promote a Town-wide business marketing and joint signage program in conjunction with local business owners to attract more business and improve advertising while reducing signage.
- Benefit from the use of NYS DOT blue and white business/attraction identification signs to promote attractions particularly along commercial corridors. Reducing redundant and on-site free standing locations opting for signs on buildings which will make the business and scenic environment more inviting, better for public safety, and save an unnecessary business expense.
- Encourage signage that is in keeping with the Traditional Rural Style.
- Encourage highway oriented sign messages (LED) to be brief, clear, and simple to enhance driving safety

### **Rural Areas and Neighborhoods**

- Protect and enhance the character and appearance of rural areas. When rural lands are subdivided, they should use the cluster design concept.
- New business development including multi-family housing with three or more units should be designed so they can link to other local services, the Town Center, scenic roads, and collector streets.
- Rural farm houses, barns or historic buildings should be valued for their authenticity in the community.
- Protect and enhance the scenic quality of local streets and highways through natural or naturally appearing landscaping, forest and rural areas as scenic rural corridors.
- Promote Town “gateways” at the municipal boundaries featuring landscaping and a standard entrance sign design
- Protect and enhance the character and appearance of neighborhoods and residential areas with open space areas for recreation and natural wildlife habitat.

### **Route 20 Corridor**

- Promote Route 20 as Sangerfield’s commercial business area, a sense of scenic appeal, unified traditional building appearance and character should aim to support business and economic development, enhance safety, and increase value.
- Encourage existing businesses and new businesses focusing on community needs, visitor interests, local products and services (e.g. motels, restaurants, and other existing uses);
- Promote benches, waste receptacle, street lights and pedestrian access between neighboring stores when possible
- Encourage signs that are low, promote multiple businesses, and use brief simple messages
- Support traffic control measures, coordinated access points, and shared parking that makes it easy to shop and do business locally.
- Continue to encourage the development/redevelopment of the intersection at Rt. 12 & 20 to serve travelers (tourists, residents, and others)
- Create a guidance document that visually demonstrates the traditional rural style for buildings, landscaping, signs, lighting and other elements that shape Town character. This will also be useful for the planning board to a mutual understanding when evaluating site plans, signage, subdivision applications and development plans
- For traffic safety consider limiting the placement of merchandise in building setbacks.

### **3.9 Parks, Recreation & Tourism**

#### **Introduction**

The Comprehensive Plan's Open Space Strategies describe goals, policies, standards and implementation strategies related to open spaces for public congregation and recreation.

#### **Goals**

- Promote and protect the availability of outdoor recreation opportunities for all Sangerfield citizens, including access to New York State land and waters.
- Continue to allow and expand recreation areas, seasonal access and parks in the Town to protect public access for traditional outdoor recreation and to protect critical wildlife habitat.
- Provide NYS DEC public information materials related to the benefits of protecting open space areas.
- Minimize conflicts between natural-resource based industries and outdoor recreation uses.

#### **Policies**

To implement these goals, the policy of the Town should:

- Encourage the continued use of lands for forestry and recreation with special attention to financial incentives to property owners to maintain their land's open character including State programs for current use assessment and other cooperative approaches.
- Provide access to open spaces that meet various public recreational needs such as parks in built-up village areas, support greenways for biking, and hiking paths as human and wildlife corridors connecting neighborhoods.
- Work with local outdoor clubs and individual landowners to encourage the availability of public access to open land with the consent and cooperation of landowners to preserve traditional outdoor uses such as snowmobiling, hunting, and cross country skiing.
- Promote the use of clustering techniques that require significant land area to be set aside as open spaces.
- Recognize NYS lands and waters as critical wildlife habitat areas.
- Maintain information necessary for decision-making related to the protection, development, or use of wetlands, uplands, fields, and farmland. Including a current copy of the NYS Ag District Map and a summary of Ag & Forestry Regulations (See Appendix)
- Coordinate conservation activities with land owners and other groups, such as the Sangerfield Water District, Land Trusts, The Nature Conservancy and the New York State to leverage existing funding for open space in areas of mutual interest.

#### **Implementation Strategies**

- Continue to identify and prioritize lands with significant wetlands, groundwater sources, scenic view sheds, wildlife habitat, agriculture and forestry uses, outdoor recreation, and other values; and to make recommendations for their protection.
- Employ a system for evaluating existing and future Town owned lands for the purposes of conservation, recreation and facility needs.
- Identify a land bank or trust that serves your region and could provide conservation services for local landholders
- Enable the Town to continue to review foreclosed properties and other land proposed for public auction to determine its suitability for retention as conservation land and recreational uses.
- Use up-to-date land use maps of inland fisheries, wetlands to identify restricted areas (See Appendix) when evaluating subdivision applications. In the event the proposed subdivision is in an area where such resources exist, there may be additional permitting required.



### **3.10 Economic Development**

#### **Introduction**

The Comprehensive Plan's Economic Development Strategies describe goals, policies, and implementation strategies related to economic development in Sangerfield. The town of Sangerfield has 61 total establishments within the zip code 13480 with a majority of the business in the retail trade, construction, and healthcare sectors.

#### **Goals**

- Promote an economic climate that increases job opportunities and economic well-being through local and small business.
- Encourage a diversity of commercial development and expansion of the economic base wherever adequate resources and infrastructure support it.
- Improve the economic climate by promoting investment, revenue generation, and year round, good quality job opportunities by encouraging the development of diverse small businesses and industries that are consistent with the community's small town character.
- Provide suitable areas for businesses that require access to major transportation resources such as Route 12, Route 20, and the NYS Thruway.
- Encourage small-scale, neighborhood commercial enterprises in appropriate areas that can complement and be supported by the Villages of Waterville, Oriskany Falls, North Brookfield, and Bridgewater
- Foster home occupations and cottage industries that are compatible with the surrounding neighbors.
- Enhance and encourage tourist-related activities and development that are consistent with the character and scale of the community
- Protect agriculture, natural resource-based business and industry while minimizing both environmental degradation and impact to adjacent property owners.

#### **Policies**

To achieve these goals, consistent with the Land Use goals, the policy of the Town should:

- Promote Sangerfield and its resources to companies who would be compatible with the Town's existing small-town environment.
- Provide opportunities for land and access to encourage development of new business or expansion of existing businesses in commercial areas.
- Foster the establishment and expansion of small-scale local businesses that serve visitors and residents
- Ensure that there is access to parking, amenities, and public restrooms near the Rt. 12 & 20 intersection.
- Work with the Route 20 committee to provide outreach and educational to businesses and property owners along the Route 20 Corridor as to how the corridor can become more visually attractive.
- Continue to support the viability of forestry, agriculture and light industries by discouraging residential and retail development in areas directly adjacent to these uses.
- Establish a non-profit local development corporation whose responsibility would be to promote Sangerfield and its resources to entities that would be compatible with the Town's existing small-town character, scale and market.
- Identify areas in Town that would be suitable for future expansion of wholesale, commercial, research and development, or light industry businesses. These areas should have good access to the local and regional highway network and be consistent with the Land Use goals and policies.
- Identify and attract recreation based businesses and companies that would be suitable for Sangerfield and would also complement the existing business environment. Such businesses could support Sangerfield's natural resources and attractions; including hunting, fishing, biking, kayaking, tours, small restaurants, personal service establishments, business service and repair, and arts and crafts-type shops.
- Retain and expand existing businesses by facilitating technical assistance and training through the Small Business Development Center at SUNY IT that offers free and low cost business planning and management workshops.
- Identify funding and resources through the NYS Regional Economic Development Councils, MVEDGE, and Mohawk Valley Economic Development District (MVEDD) for technical and financial assistance.
- Foster the development of home occupations and cottage industries that are consistent with the rural, small-town character. Review land use regulations and revise, if necessary, standards for home occupations that provides opportunity for small business yet minimizes impact on adjacent uses or the environment.
- Explore ecologically oriented tourist opportunities.
- Continue to support the farmers' market community and locally manufactured products.
- Limit residential and commercial development in areas surrounding existing resource-based industries

### 3.11 Regional Coordination

The Comprehensive Plan's Regional Coordination Strategies describe goals, policies, and implementation strategies related to regional coordination.

#### Goals

- Cooperate with local, regional and federal agencies to continually improve planning and management.
- Participate in regional efforts through the NYS Regional Economic Development Councils
- Use Shared services to more efficiently meet civic needs.

#### Policies

To implement these goals, the policy of the Town should:

- Work with appropriate Federal, State agencies to implement the goals, policies, and implementation strategies related to the land use, transportation, natural resources, and other issues addressed in this Comprehensive Plan.
- Continue the cooperative relationship with neighboring municipalities and levels of government within the region
- Work with adjacent communities to maintain water quality standards for surface waters that occur in more than one community.
- Work cooperatively with the NYS Department of Transportation (NYS DOT) to ensure that there is proper planning and implementation of any project within the Town.
- Remain involved with the NYS DOT Regional process in order to coordinate local transportation planning with regional and State effort and to become aware of funding and program opportunities.
- Establish an ongoing dialogue with all utility providers to ensure that they are aware of the growth area designations as well as other policies of this Plan.
- Work cooperatively with other Towns to help implement the regional trail system.
- Work cooperatively on public works projects with Neighboring Municipalities
- Continue to work with the Route 20 committee to help implement its recommendations as they are made.



# 4. Priority Action Plan

## 4.1 Priority Action Plan Recommendations

The Comprehensive Plan's Implementation Program describes how the goals and policies will be implemented; Below is an overview of the priority actions and possible ways that they can be implemented —Immediate is to occur within the next 1-2 years; short term is to occur in the next 2 to 4 years and long term is to occur within the next 4-10 years.

### Comprehensive Plan Implementation & Review

Plan Implementation & Review is an **Immediate/ongoing** action

The **Town Board** should assign the Priority Action Items to the appropriate board(s) and/or organization(s) to perform the tasks necessary to complete the items. A recommendation for the agency best suited to work on the items has been assigned to each action.

The **Town Board, Planning Board, and Zoning Board** should review the Comprehensive Plan annually. They should review the action items and additional action items annually to determine which items have been completed and the items that have become a priority for the Town.

The Comprehensive Plan should be reported on monthly. The Priority Action Items from the Comprehensive Plan should be added to the assigned board's monthly meeting agendas for status updates and to discuss progress with any necessary documentation to review. Identify funding available to implement Comprehensive Plan action items

Any new committees or sub-committees that are created should review the comprehensive Plan document

No additional funding is required.

### Develop a Town Website

A Town Website is an **Immediate/ongoing** action

The **Town Board** should establish a website for the Town of Sangerfield. [www.sangerfieldNY.com](http://www.sangerfieldNY.com) has been developed as a placeholder until a municipal website can be populated.

The remaining Comprehensive plan budget will be used to establish and maintain a website that will then be turned over to the Town. In order for this plan to be disseminated and used properly the website needs to be kept up to date by a designated town official.

For municipalities that need additional technical support, Digital Towpath at SUNY IT offers a platform that meets the mandates required for municipal websites and allows local officials access to update the site as needed without going through outside administrator. As part of the Digital Towpath platform; email, offsite e-document storage, and annual training is included.

Technical assistance to populate the site is available through Digital Towpath. Additional information is available at <http://digitaltowpath.org/content>

Meeting minutes, local laws, application forms, and Comprehensive Plan updates should be added to the website in accordance with the Freedom of Information Law (FOIL)

The website should be used to promote all the assets and resources that the Town of Sangerfield has to offer and provide a forum for feedback from the community. In addition, a town newsletter and suggestion box was also mentioned to promote better communication between residents and local officials.

## Create a Guidance Document for the Permitting Process

Guidance Document creation is an **immediate/short-term** action

The **Planning Board, Zoning Board, and Codes Enforcement Officer** should work cooperatively to create guidance documents for local landowners that would be available through the Town Clerk and the website.

- A brochure or handout the lists the step by step process for getting through the local Town of Sangerfield building permit and inspection process with Frequently Asked Questions (FAQ) and who to contact at the Town level.
- A brief guidance document with a restricted areas map that would provide information to landowner with property that requires additional permitting. The use of this document will help local officials ensure that landowners obtain such permits and approvals (NYS DEC, SEQRA, NYSDOT, etc.) prior to issuing any local permits.
- No additional funding is required. Technical assistance to help create these documents is available from Oneida County Soil & Water Conservation District - <http://oneidaswcd.org/> , Oneida County Planning - <http://ocgov.net/planning> , and/or Cornell Cooperative Extension Oneida County - [www.cceoneida.com](http://www.cceoneida.com)

## Develop Recreational Opportunities

Recreation programming is a **short-term** action

Town should establish a **cultural/recreation** input session to carry forward the recreation requests of the community as indicated by the public input during the comprehensive planning process.

Support and monitor the existing summer recreation program in conjunction with village of Waterville and fund accordingly

- Generate a specific development plan for parks and recreation addressing issues such as maintenance, adaptive reuse, and new facilities to meet Town needs
- Coordinate, organize and implement local events and educational programs for all ages which use a variety of community resources including community facilities and local landmarks
- Work with public and private groups to establish a permanent multi-use trails (trail system should consider pedestrian, horses, non-motorized vehicles, ATVs, snowmobiles, etc.) and sidewalk improvement program that connects the trail system, scenic “look outs”, local businesses, landmarks, and/or historic locations. Access between railroad and Osborne Ave Development potential could be enhanced with a secondary access road to WCS from Route 12.
- Develop a recreation map, way finding and media applications that highlights these destinations and events.
- Develop better waterfront an fishing access including the reservoir areas and Bailey Lake
- Use of recreation area behind Waterville library that is compatible with the well head protection plan.
- Protection from light pollution should be required in this area for optimal use of the observatory

Technical assistance and funding to help create the map documents & event promotion is available from Oneida County Tourism – <http://www.oneidacountytourism.com/about-us/tourism-marketing-grant-assistance-program/> Trail Development funding is available through NYS Parks - <http://nysparks.com/grants/grant-programs.aspx>, and Tennessee Gas Pipeline Kinder Morgan Foundation - <http://www.kindermorgan.com/community/>



## Support Agricultural Land Use

Agricultural Land Use is a **short-term** action

The **Planning Board** should revise the subdivision regulation/ordinance to encourage cluster site planning to preserve agriculture and rural character to the greatest extent applicable.

The **Town Board and Assessor** should work with the Oneida County Farmland Protection Board to increase awareness of Agriculture support programs available to landowners including enrollment in NYS Ag Districts, Barn Exemption, and Agricultural Assessment.

Consider making agriculture the primary use in the Town's agricultural zones to clearly establish the support of agricultural activities as residential pressures increase

Environment impacts as a result of farming operations are mitigated using best management Practices. Confined Animal feeding Operations (CAFO) are required to have an environmental management plan through USDA NRCS and can be accessed through the Oneida County Soil & Water Conservation District.

Resource materials and public outreach is available from the Oneida County Farmland Protection Board, USDA - <http://www.usda.gov> NYS Department of Ag & Markets - <http://www.agriculture.ny.gov/>

## Promote Economic Opportunities & Support Route 20 Corridor Development

Economic & corridor Development is a **short-term** action

The **Town Board** should help connect local business owners with the Route 20 Association and the Mohawk Valley Alliance Chamber of Commerce to provide economic development resources and promote local business.

The **Planning Board** should work with Route 20 Association on the Route 20 Corridor Development Plan, the Route 12/20 intersection (between Osborne and Mason Rd) and implement the recommendations that support economic opportunity.

**Town Officials** should support the retention and expansion of existing businesses by connecting with the technical assistance and training through available economic development programs.

Use landscaping and screening to separate zones and provide a buffer between opposing uses. Consider a stronger connection between businesses in the commercial, retail, and light industrial zones that have similar scale, needs, and uses

Create zoning that will encourage growth to create quality employment opportunities for young & old

Route 20 Association- <http://www.nyroute20.com> Mohawk Valley Chamber Alliance - <http://camv.org/>  
SBDC Business planning at SUNY IT - <http://www.sunyit.edu/sbdc/> Empire State Development (MVREDC) – <http://www.esd.ny.gov/> and Mohawk Valley EDGE - <http://www.mvedge.org/>

## Responsible Use of Town Resources

Resource-use is a **short-term /ongoing** action

**Town Board** should actively protect its resources to ensure long term viability by having the **Planning and Zoning Boards** continue to review the Town's Land Use and Zoning Ordinances to safeguard the quality of the ground/surface waters, roadways, and other assets are for current and future use.

The Town Board should review the fee structures of neighboring communities to determine if the current fees in the Town of Sangerfield are appropriate.

The **Town Highway Department** should work with Oneida County Planning to conduct an inventory of roads and bridges to determine their adequacy to handle current use; change designation if necessary to protect town from future access and maintenance issues. Use the road inventory and establish a roadway standard to help determine impact and protect the Town when development occurs

The **Planning Board** should develop an Energy Policy for the Town and any associated ordinances that can address the

community's outlook on municipal energy, commercial wind, natural gas, etc.

Resources for municipal energy planning are available through NYSERDA <http://www.nyserda.ny.gov/> , NYS Energy Board <http://www.nysenergyplan.com/> & CaRDI <http://cardi.cornell.edu/cals/devsoc/outreach/cardi/programs/energy.cfm>

## **Property Maintenance**

Property maintenance is a **short term/ongoing** action.

The **Town Board and Codes/Zoning Enforcement Officer** should work cooperatively on local policy and support of codes/zoning enforcement which was indicated in the community survey as a high priority.

Zoning can impose a penalty for lack of property maintenance, but the Town would need to adopt a local law to enforce such a penalty.

More opportunities for pick up and disposal of large debris could assist in better property upkeep

Better notification of specific codes/zoning violations and regulations so property owners are aware of issues and can better addresses them.

Provide brochure or FAQ to increase awareness of the types of improvements and construction that require permits (plumbing, electrical, structural, swimming pools, etc.)

Provide building permit and application forms available online

Reevaluate the cost of permits for building/zoning variances/penalties and establish and strict procedure and steps for enforcement. Adjusting permit costs may allow those additional fees to be used for implementation of enforcement.

## **Historic Preservation**

Historical preservation is a **long-term/ongoing** action

The **Town Board and Historical Society** should

Continue to support the identification and documentation of historic and archaeological resources (including landmarks, sites, barns, rock walls, etc) for purposes of building a written and photographic record that can be used to maintain and protect these valuable community resources. The production of public education and outreach materials that inform the public about the history and natural geology of Sangerfield could be used for the municipal website, tourism brochures, and support funding opportunities.

NYS Parks & Historic Preservation - <http://nysparks.com/shpo/preservation-assistance/> National Preservation - <http://www.preservationnation.org/main-street/>



## 4.2 Additional Action Plan Items

Additional action plan items that the Comprehensive Plan Committee discussed as a result of the public survey (See Appendix) and the planning process are outlined below. These items should be examined during the review of the plan to determine if the action has become a greater priority for the Town of Sangerfield.

### Additional Recommendations

The participants in the focus group voiced concerns regarding the liability of certain activities. Municipal insurance will reasonably cover the following activities that the focus group was interested in exploring:

- Trails, hiking, cross country skiing
- Programs and gatherings with supervision and phone access
- Professionally designed skate parks with rules clearly posted
- Sports with a signed athletic waiver
- Fireworks by licensed and insured professional
- Summer recreation with staff or supervision and phone access
- ATV/snowmobiles that are members of an insured riders club
- Putting green
- Volunteers at events
- Pavilions and picnics
- Events with vendors like Craft fair and craft shows has general coverage, but vendors should have own coverage for products
- Non-profit organization can hold an event on town property with an additional rider
- Fishing access (NO SWIMMING)
- Ice skating with rink on parking lot (not on pond)
- **Avoid downhill skiing and swimming - these activities are usually too cost prohibitive for a municipality**

## 4.3 Capital Investment Strategy

### Introduction

Capital investments are needed to manage growth in the Town of Sangerfield. In addition to the major investments identified in this section, the Town also faces other smaller, ongoing capital expenditures. For example, it must continually replace and maintain vehicles and equipment or address other existing deficiencies that are unrelated to growth.

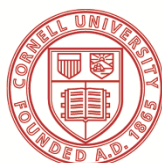
It also should be noted that capital expenditures typically would be found in an operating budget and involve a large expenditure paid for over time or with the help of outside funds. Financing over time does not necessarily mean borrowing. It may involve a reserve fund, a tool such as tax increment financing, and grants. The most frequent way to finance a capital investment is through borrowing.

### Funding Sources

Public and private commitment will be needed to implement the Plan. The funding sources identified in this section are applicable to a range of projects including community development, industrial and commercial development and historic preservation. Grants, loans and loan/grant combinations are included. For full list of Funding Sources (See Appendix).

## 5. Appendix

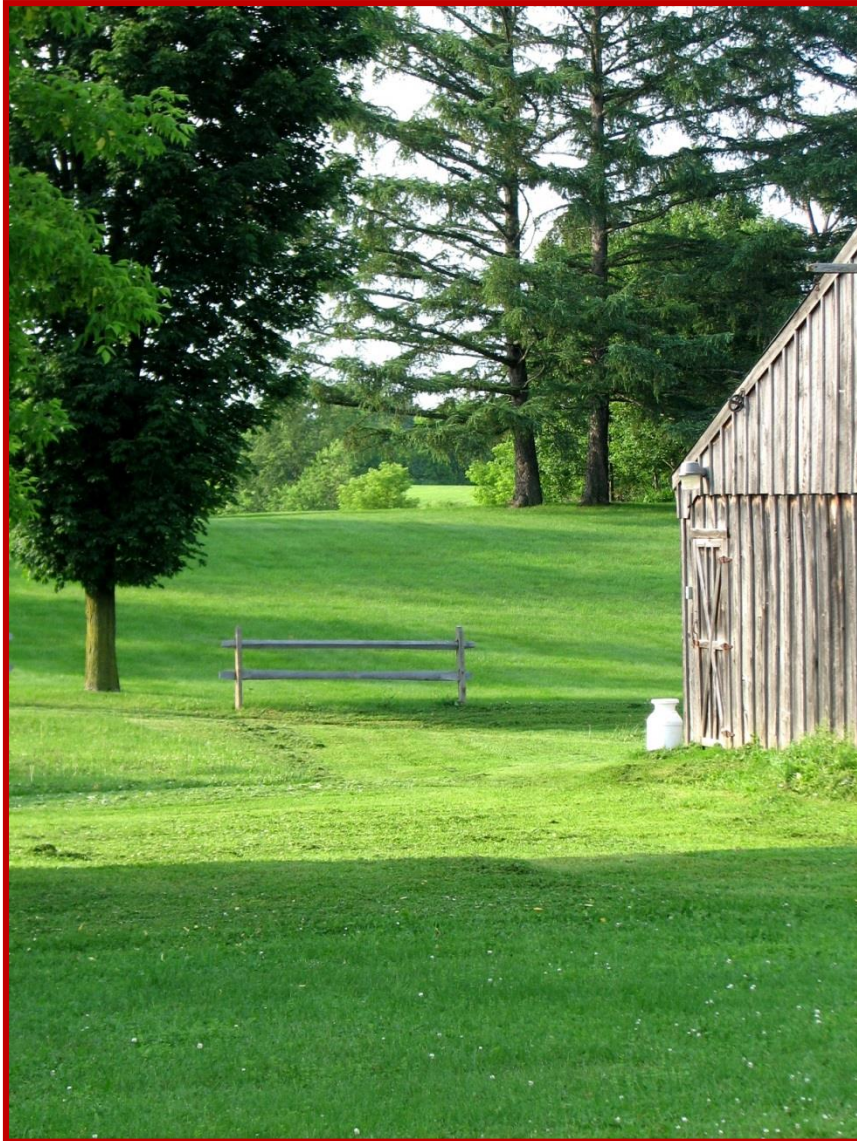
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**TOWN OF SANGERFIELD**  
**Comprehensive Plan**

**APPENDIX**

1.1.0 Sangerfield Survey Questionnaire  
1.1.1 Sangerfield Survey Results (print friendly)  
2.2.0 Sangerfield Zoning Ordinance  
2.2.1 Sangerfield Property Classes Map with Legend  
3.1.1 Sangerfield 2000 Census  
3.1.2 Sangerfield 2010 Census  
3.3.0 Landuse - Regulation  
3.3.1 Agriculture - Forestry Regulation  
3.3.1 Land Use Maps  
3.3.2 Ag District Map  
3.4.0 Natural Resources - Regulation  
3.5.1 OCRT Map  
3.6.1 Rural Energy Report (print friendly)  
3.8.0 Hazard Mitigation Plan Excerpt  
4.0.0 Funding Sources