

Town of Highland  
Planning Board Minutes  
July 27, 2022

Chairman Norm Sutherland calls the meeting to order at 7:00PM.

Pledge to the Flag

Chairman states the minutes are being recorded.

Secretary takes attendance.

Attendance: Norm Sutherland  
Jeffrey Spitz  
Steve Bott  
JT Vogt  
Tim McKenna  
Scott Reed (alternate)  
Laura Burrell (alternate)

Board Secretary: Monica McGill  
Town Attorney: Michael Davidoff  
Code Enforcement: Jim Hanson

Motion to approve the May 25, 2022 Meeting Minutes:

Motion: Jeff Spitz Second: JT Vogt

All in favor

Let the record show that Chairman Norm Sutherland is not, and has never been the owner of NG Gilbert located in Indiana.

Correspondence: The Highland River Access Project run by Heather Jacksey has only received one bid on the project and at this time will not move forward. They will accept bids again at a later date.

The board received notice from Jennifer Taylor of the DPW Region 9. She states that she never received the information regarding the Town of Highland being lead agency for SEQR for Camp Fimfo-Catskill. She was sent the information by email letting her know when it was mailed and to whom it was addressed.

Chairman Norm Sutherland states that the tonights meeting is not a public hearing and they will hear no comments / questions from the public .

Application #5-2022 Camp Fimfo-Catskill Site Plan Review

Caren LaBrutto Senior Planner for Camp Fimfo-Catskill addresses the board to go over the latest project summary. (Please see attached)

Chairman Sutherland requests a large copy of the site plan map, so that the public can also see what she is presenting. Ms. LaBrutto asks that they be able to access the white board located behind the board, and that she can put together a Power Point presentation for the meeting in August. Ken Ellsworth, engineer for the town suggest they can also display the large copy that is in the site plan.

Chairman Sutherland will not schedule a public hearing for August. The board still has questions and they need to review the response from the UDC (Upper Delaware Council) and the 239M Form from the Sullivan County Division of Planning and Environmental Management. The UDC requires forty five days to review.

Daniel Robin attorney for Camp Fimfo – Catskill requests that the board reconsider and schedule a public hearing in August, so that they can begin to address the publics concerns. The board declines the request and hopes to be able to hold a public hearing in September.

The board still has concerns with the site plan. There have been no perk or soil tests results submitted. They are concerned that the proposed Eljen System will be adequate enough for the project. The maps presented do not show where the man holes are located. The pump station does not show the depth of the well. The board needs to see septic fields and measurements.

Jody Allen PE represents Camp Fimfo and is in charge of the sewer and water plan for the project. She assures the board that she has used the Eljen system on numerous other projects and it works efficiently. Ms. Allen will also supply the board with the perk and soil tests they are requesting.

Ken Ellsworth engineer for the town met with the representatives for the Camp Fimfo via zoom in May 2022. Issues discussed were water pumps and DEC reports, storm water, flood plane, Aquatic center, RV sites and the distance of the wells from each, existing wells and their capacity. The DOT (Department of Transportation) requested that all wells be treated. What sewage pits will be abandoned, the reliability of the Eljen System. Mr. Ellsworth states that all required setbacks have been corrected, and he will meet with the representatives again and will have a new analysis report by the August meeting.

Chairman Sutherland asks each board member to present their questions / concerns to the applicant.

Laura Burrell – Alternate

Ms. Burrell would like to clarify the height of the slides, and if the fifteen feet also includes the cover. She also asks if the Mountain Coaster will need ZBA (Zoning Board of Appeals) approval.

Caren LaBrutto responds that the total height of the slide is fifteen feet, and the Mountain Coaster is within zoning code guidelines, therefore does need approval from the ZBA.

Scott Reed – Alternate

Mr. Reed would like clarification on the true capacity of each campsite and the increase this will have on water and sewage usage.

Jody Allen responds that the project does not anticipate an increase in the water and sewer. The camp sites need to be upgraded. Ms. Allen will put together a report and have it for the August meeting.

Steve Bott has no questions at this time.

Tim McKenna – He agrees with Mr. Reed's question and also asks if campsites will be added. Ms. LaBrutto states that there are three hundred and forty two original campsites and that number will remain the same. No new campsites will be added. Jody Allen added that the Aquatic Center will have water evaporation and that may slightly increase the water usage.

JT Vogt requests a survey that shows where the flood planes are, and the names of parks that the company has placed Mountain Coasters as to get better visualization. Brian Czarnack (North Gates Resort) names Mountain Creek in Vernon NJ, and Camelback Resorts in PA. He will also acquire a video and present it at the August meeting. Carol LaBrutto adds that the Mountain Coaster follows the contour of the mountain.

Jeff Spitz requests a more accurate count of guests to be expected along with the following:

Breakdown of staffing	EMT's (location)
Pools hours of operation	Potential odors
Parking	Signage
Landscaping	Upkeep/Maintenance
Trash Removal	Noise
Lighting	

And the impact on the surrounding neighbors and wildlife during operation and during the blasting.

Jim Hanson – Code Enforcement

Mr. Hanson visited the site to inspect the RV's located by the river. He states that they each had wheels attached on the bottom with a decorative skirting around each that can be easily removed if the unit needs to be moved. Electric and water to each unit was up to code. He feels that the project is changing the past motto to a more family friendly oriented establishment.

Mr Rocco Baldassan (GM Kittatiny-Northgate) agrees with Mr. Hanson and states that all the parks they have done are geared toward a family friendly environment.

Chairman Sutherland thanks the public that attended the meeting. It means a lot to the board that they come and get informed. He states that if they are unable to attend the public hearing that they can send their concerns and comments to the secretary either by e-mail ([planningboardzba@townofhighlandny.com](mailto:planningboardzba@townofhighlandny.com)) or by mail to The Town of Highland Planning Board PO Box 138 Eldred NY 12732. Chairman Sutherland suggests that Camp Fimfo-Catskill send the town a summary of the project that we can post on the website along with contact information that the public can direct their questions/concerns.

Motion to recess the meeting until July 31, 2022 to give the board time to do a site visit:

Motion: Jeff Spitz

Second: Tim McKenna

All in favor

7/31/22

Resumed recessed planning board meeting at 3pm on site at Kittitany (FIMFO) location, Barryville, NY.

Present: Norm Sutherland, JT Vogt, Steve Bott, Tim McKenna, Jeff Spitz, Scott Reed

FIMFO staff: Rocco Baldassari, Karen Lobrutto

Absent: Laura Burrell, Michael Davidoff

Planning board members received a driving tour of the site.

Two-thirds of the sites (234) have water and electric. Current electric is 15 amp with a plan to increase to 30 amp. 108 do not have water/electric and use a shared bathroom/bath house.

Tour started at the entrance way/adventure center with explanation of how visitors will enter and navigate throughout the property with signage and staff directing people to the proper locations. Roads will be widened to 14 feet with a lane to be able to pass. Only main entrance roads will be paved, rest will remain gravel.

It was explained that the Adventure Center will be demolished and rebuilt, going from a 3600 to 4000 square foot building, single level with the exception of a small back office on a second floor.

Drove past the area where the aquatic center will be. Square footage of this area is still needed. Area will be fenced in and will include a pool, lagoon, hot tub and 2 slides. Will have a food truck in the area and a mechanical building. Area will only be available to overnight guests.

There will be a ped-ahead sign, but were informed that DOT will not permit a cross walk. River rafting area will move to the river side of the property and will include parking (260 spots), thus limiting the amount of foot traffic having to cross the street.

Areas open for day visitors include: zip line, paint ball, river rafting, and mountain coaster. Asked how many rides a day they expect for mountain coaster and answer unknown.

They have been asked to produce a detailed staffing list to include titles, number of staff during peak and off peak hours, as well as number of staff needed based on the number of visitors. To receive the hours of operation for the entire year,

to include in vs off season. They expect their busy season to be from Memorial to Labor day, specifically Friday afternoon to Sunday early afternoon. Currently only 20% occupancy between Sundays-Thursdays.

Asked about drug testing policy.. only in case of incident/accident will those employees involved be tested. Background checks done for all supervisory positions.

Drove through the various sites..

100's- Can be both RV and tent. 31 spots. All with water and 15 amp electric currently.

200's - 31 spots, same as 100's

300 section, same

400's - 44 spots- tent only

500's - currently closed

900's -Luke Landing area

1000 section is tent only

were shown inside of a RV rental. Currently 13 on site. Each can be transported within 2 to 3 hours in case of flood or other emergent need. Otherwise, will remain in place all year round. RV's are connected to septic system, electric and water.

10% of their various sites will be ADA compliant

Trash cans are continuously picked up and taken to their waste management dumpster. Dumpsters are emptied Mondays and taken to Beach Lake transfer station.

Security is currently via a 3rd party vendor. Limited on site visibility with someone always in the security office.

There will be a first aid station by aquatics center. all lifeguards will be trained in CPR and there will be staff identified/trained in how to use AED machine.

Noise is addressed via security.

Blasting- amount needed, locations currently unknown. blasting will be done for infrastructure needs

No cell service available on site.

Mountain Coaster-

guests will start at the base of the camp and be pulled by mechanical system to top. Once at top, cars navigate on track system by gravity. Tracks are 15 feet above ground and will have safeguards in place to attempt to stop accidents. An unknown amount of trees will have to be taken down. Coaster is inspected by state and will have onsite staff maintaining it.

Shown location of food/beverage building, which will be run by FIMFO

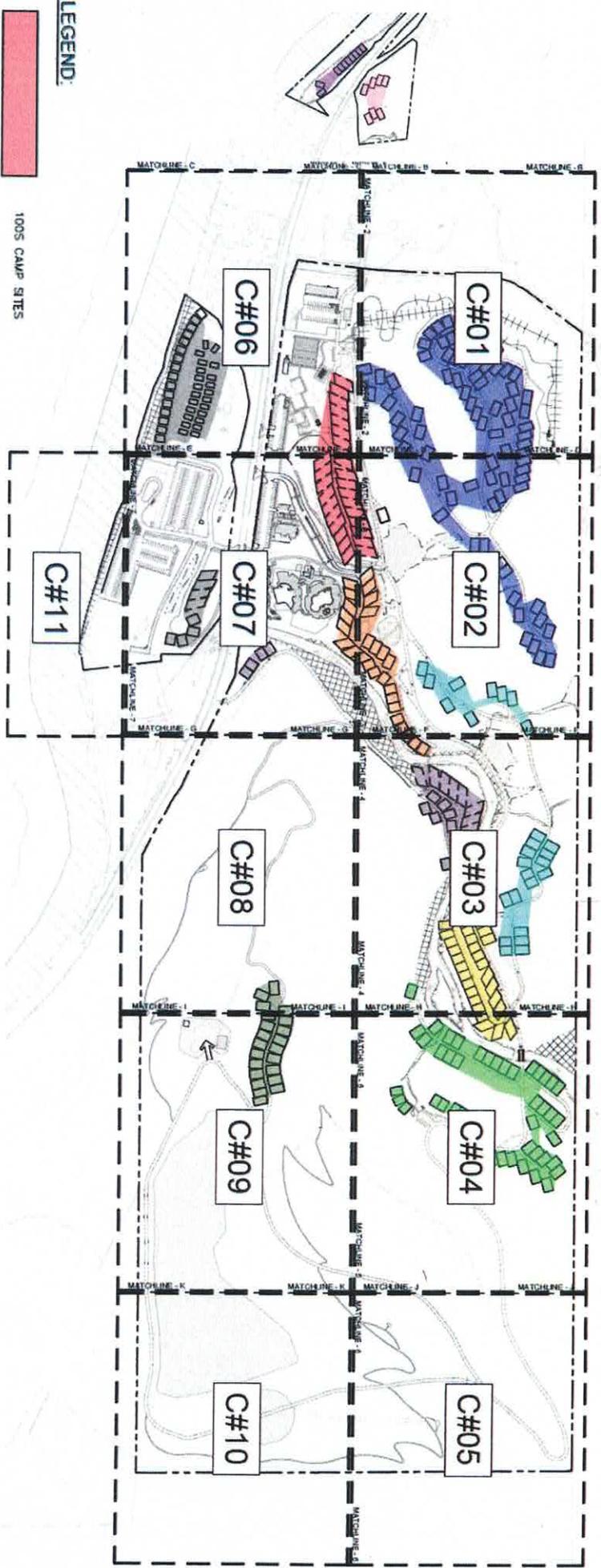
Tour concluded at 4pm and meeting ended/closed.



# CAMP FIMFO - CATSKILL

PARTNERSHIP:  
NORTHGATE RESORTS  
SUN COMMUNITIES

# CAMPSITE AREAS: 1000S - 1100S



**LEGEND:**

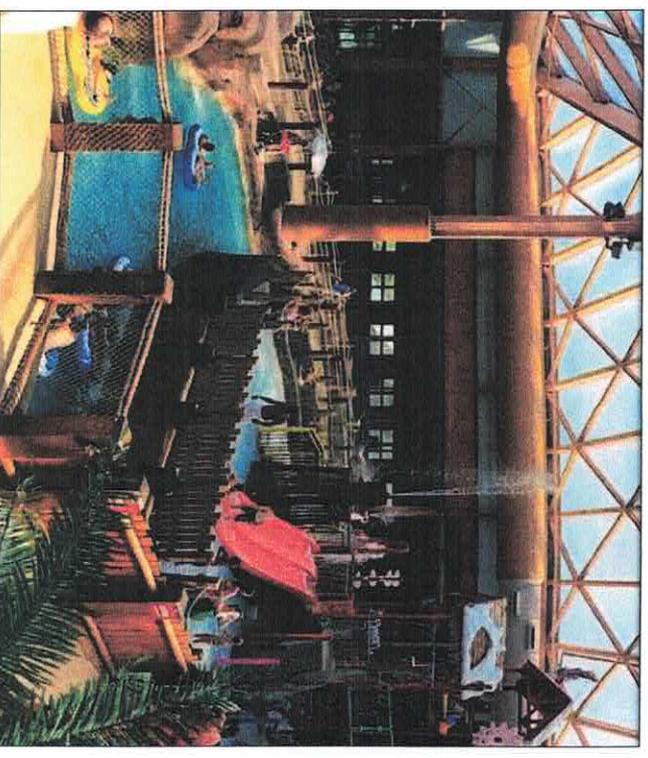
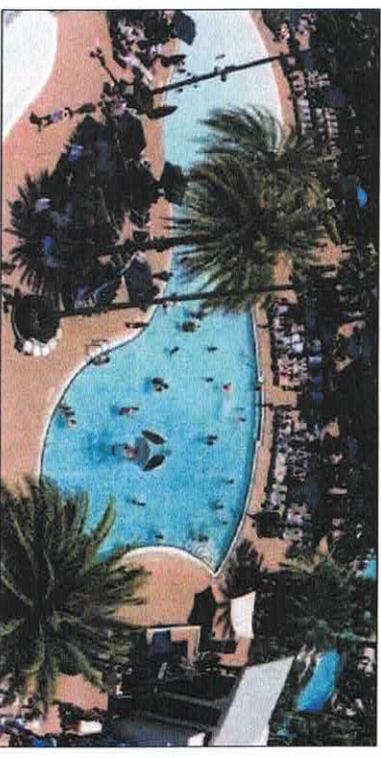
- 100S CAMP SITES
- 200S CAMP SITES
- 300S CAMP SITES
- 400S CAMP SITES
- 500S CAMP SITES
- 600S CAMP SITES
- 700S CAMP SITES
- 800S CAMP SITES
- 900S CAMP SITES
- 1000S CAMP SITES
- 1100S CAMP SITES

Not included in Proposed Project  
 Not included in Proposed Project

Relocated from the existing 1000S

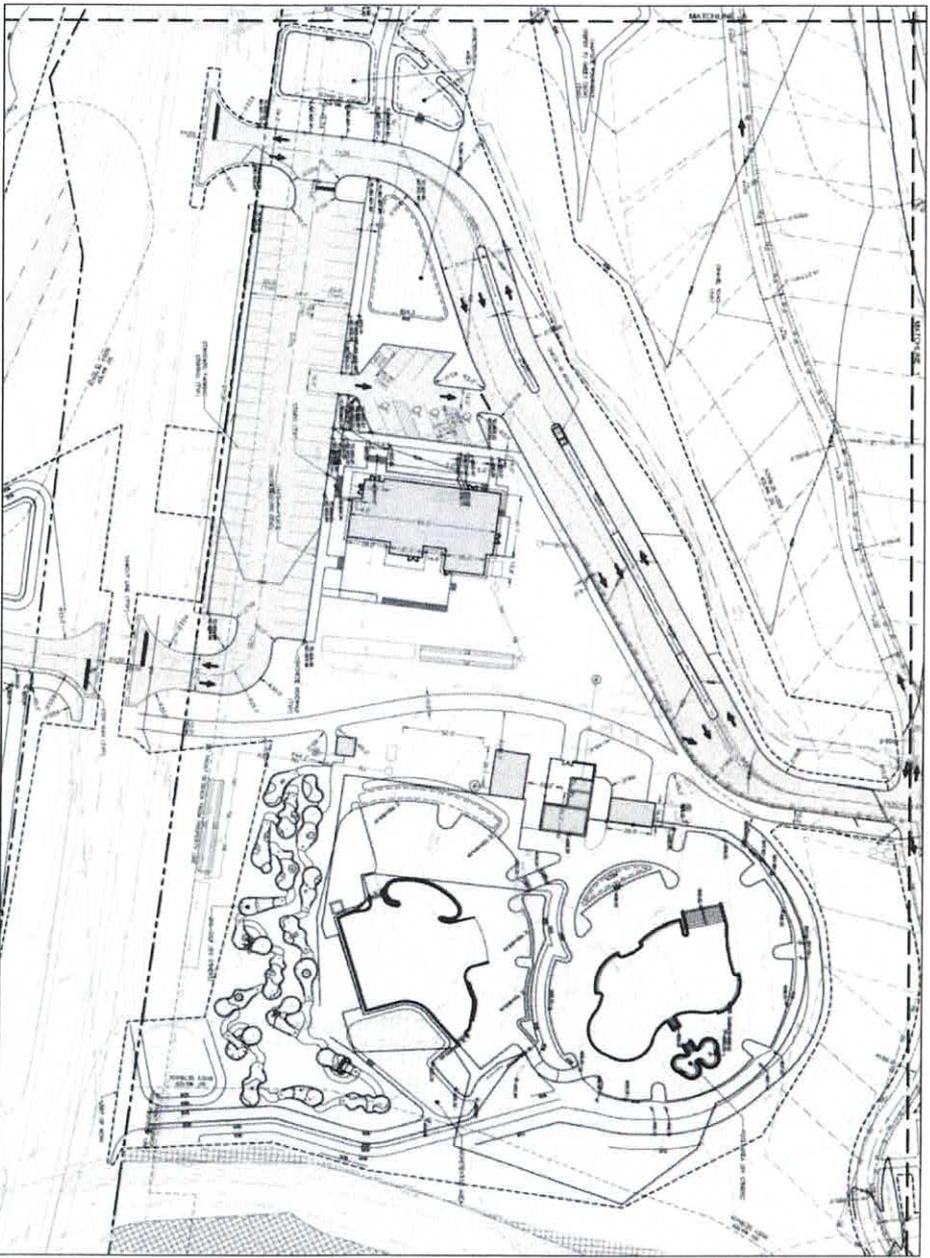
# MODERNIZATION AND IMPROVEMENT PLAN

- Pool and Aquatic Play Area
- Pools' recirculation process is closed loop and includes chlorinated water treatment.
- Filters operate on a staggered schedule to reduce backwash operations thereby reducing water demand/wastewater generation.
- No spray park proposed.



# MODERNIZATION AND IMPROVEMENT PLAN

- Access
  - 3 accesses northside of NYS Route 97.
  - 1 access south side of NYS Route 97.
  - Access east of Beaver Brook to remain.
  - 2 existing accesses will be removed (1 north /1 south).
- Roadways
  - Existing roadways 10 – 14 FT wide.
  - Proposed roadways 14 FT wide
    - One-way loops.
    - Pull-offs
- Pedestrian/Golf Cart Paths
  - Gravel pedestrian paths



## WATER SUPPLY

- The total anticipated usage per day is anticipated to be less than 35,000 gallons.
- 6 DOH permitted wells, 2 unregulated wells
- Due diligence underway to evaluate system and determine design upgrades
- Coordination with DOH underway
- A new 20' x 20' (estimated) treatment building will be installed at each of the 6 well locations, larger storage tanks, chlorination system, filtration, new lines, distribution pumps.
- Every site is proposed to have a water hook-up or water available.
- Looped distribution mains generally run within the roadway corridor

# STORMWATER

Area	Campground Name/Description	Requirements	Proposed Practices	Discharge	
Upland Side	100s	Main Camp	Quantity and Quality Control	Several pocket bioretention areas using infiltration and underdrains (pending soil testing). Aquatic Center uses swale draining to bioretention.	Beaver Brook; or SR 97 ditch, through DOT pipe to canal and onto Beaver Brook
	200s	Beaver Run			
	300s	Hemlock Point			
	400s	Trout Terrace & Secluded Summit			
	500s	Chad's Bluff			
	600s	Woodlands			
	1000s	Mountainside			
		Aquatic Center Pools			
		Adventure Center Building			
		Food Service Building			
	Maintenance Building				
River Side	900s	Luke's Landing, River House	Quality Control	4 bioretention areas; 2 include 4 bay system for pretreatment; 2 include 20 – 25 FT-wide grass filter strips with pea gravel diaphragms	1 practice drains to canal and onto Beaver Brook 3 practices drain to 5 <sup>th</sup> Order Stream: Delaware River

# PERMITS AND APPROVALS

1. Site Plan, Special Use Permit, Floodplain Permit - Town Planning Board;
2. Project Review - Upper Delaware Council and National Park Service;
3. Wastewater - NYSDEC or Town (pending flow confirmation)
4. Stormwater - GP 0-20-001, 5-acre waiver - NYSDEC
5. SR 97 Modifications - NYSDOT
6. Archaeological and Historic Resource Consultation - NYSOPRHP
7. Compliance with Part 7, Subpart 7-3 Campgrounds; Water treatment and design - NYSDOH
8. Referral to Sullivan County Department of Planning and Development
9. Sullivan County Industrial Development Agency – PILOT
10. Delaware River Basin Commission (DRBC)

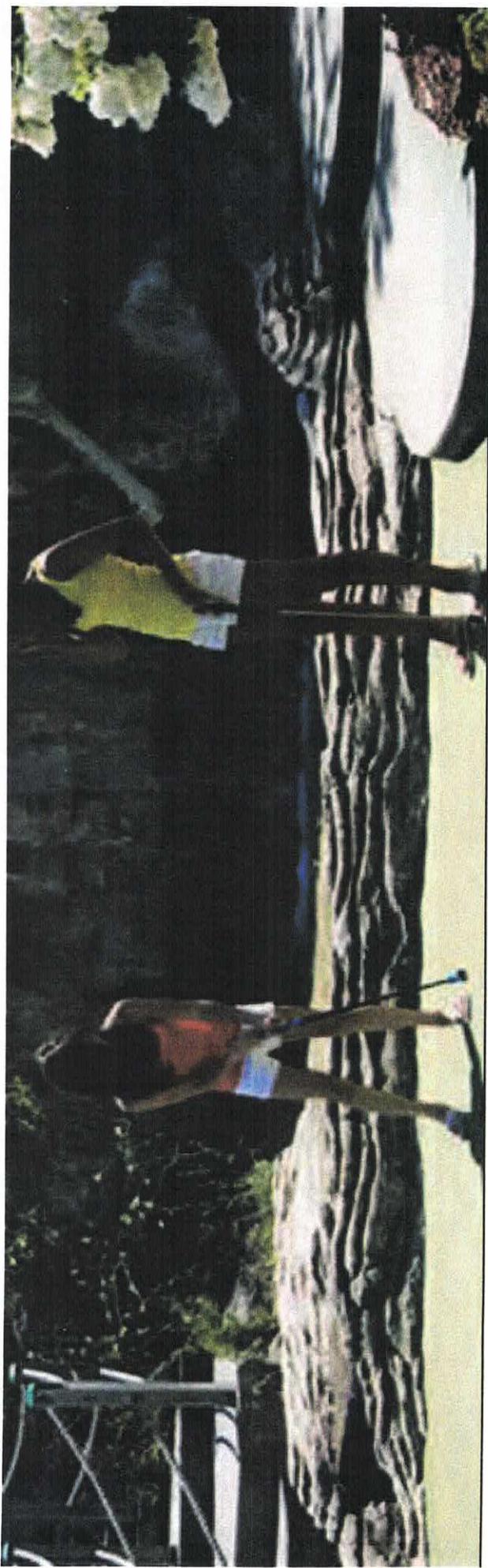
# QUESTIONS?





## NEXT STEPS

- Planning Board declared intent to be Lead Agency at 3/23/2022 meeting
- Declare Lead Agency?
- Schedule a Public Hearing?
- Circulate Application to County Planning?
- Refer Application to UDC?



# AQUATIC RESOURCES

- Seven wetlands were identified within the project site totaling approximately 2 acres of freshwater wetlands.
- Seven streams, consisting of two perennial streams, and five intermittent streams, were delineated within the project site.
- Proposed project design does not alter or encroach on aquatic resources.

# PROPOSED SEPTIC SYSTEMS

- Total wastewater load for the proposed project is 29,080 gpd (including existing permitted systems).
- Proposed gravity collection system to central septic tank (or tanks), pump station and forcemain to an Eljen Geotextile Sand Filter System.
- The Eljen system provides a high level of treatment than traditional leach lines or absorption beds.
- In addition, the Eljen systems require less SF than a traditional system. This will reduce the potential impacts on the site and reduce the number of trees that will need to be removed.
- The table excludes other areas using permitted systems

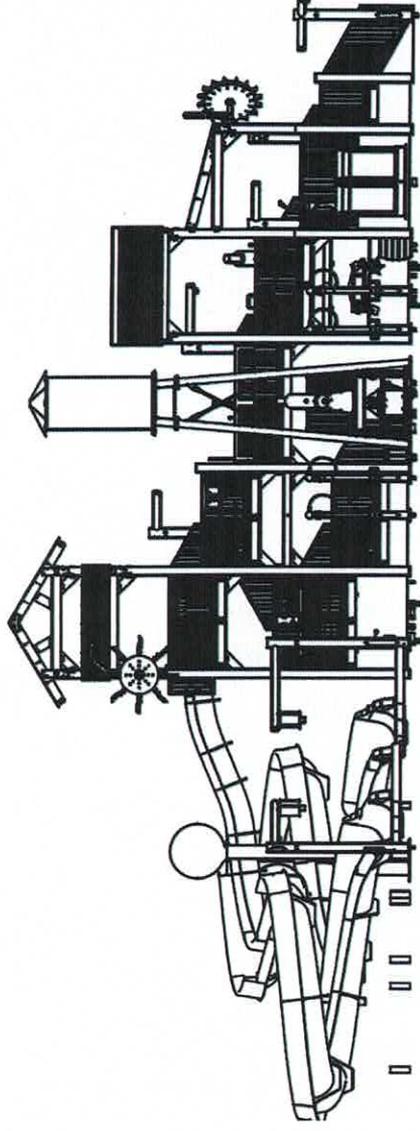
Campground Area/Description	Campground Name/Description	System Description/Design Flow Rate	Proposed Outfall #
100s	Main Camp	100 GPD/site (campgrounds only)	
200s	Beaver Run	2,600 GPD, 1 Eljen GSF Bed with pump	o10
300s	Hemlock Point	2,500 GPD, 2 Eljen GSF Beds with pumps	o11, o12
400s	Trout Terrace & Secluded Summit	2,500 GPD, 1 Eljen GSF Bed with pump	o13
500s	Chad's Bluff	3,300 GPD, 1 Eljen GSF Bed with pump	o14
600s	Woodlands	800 GPD, 1 Eljen GSF Bed with pump	o15
900s	Luke's Landing	6,700 GPD, 4 Eljen GSF Beds with pump	o16, o17, o18, o19
1000s	Mountainside	400 GPD, 1 Eljen GSF Bed with pump	o20
Aquatic Center	Pools	2,200 GPD, 1 Eljen GSF Bed with pump	o21
Adventure Center	Welcome center, check in	2,000 GPD - Eljen GSF Bed with pump	TBD - Pumped to other proposed outfall
Food Service	20 seats	1,200 GPD - Eljen GSF Bed with pump	TBD - Pumped to other proposed outfall
Maintenance	Laundry	1,000 GPD - Eljen GSF Bed with pump	TBD - Pumped to other proposed outfall
		2,400 GPD - Eljen GSF Bed with pump	TBD - Pumped to other proposed outfall

# BUILDING BY BUILDING COMPARISON

ID	Existing Buildings	Total SF	Use	ID	Proposed Buildings	SF	Use	Change
1	Adventure Center	3,618	retail, check in , office	3	Adventure Center	4,000~	retail, check in , office	Minor SF increase, same location
2	Maintenance Building	2,645	vehicle servicing	18	Maintenance Building	5,600	maintenance/light industrial (laundry, 2 bays (1 10,000LB lift) for vehicle servicing)	1,200 SF increase, new location
3	Maintenance Building	1,732	vehicle servicing					
4	Camp Store	2,881	Retail ( small kitchen, no public bathrooms)	6	Food and Beverage	2,881	Food service with kitchen, seats, grab and go (ice cream), employee/not public bathrooms	Conversion to Food Service
5	Zipline Tower	1,392	N/A	8	Zipline Tower	1,392	N/A	No change
6	Pavilion (pole barn)	2,718	Storage	7	Pavilion (pole barn)	2,718	Dry storage	No change
7	2-Story Wood Frame Building	3,500	Vacant		N/A	N/A	N/A (Demolition)	Demolition
8	2-Story Wood Frame Building	3,500	Rental (year to year)	47	River House	3,500	Large unit rental	No change
9	Garage	785	Vacant	9	N/A	N/A	N/A (Demolition)	Demolition
10	Bathroom	1,324	Bathroom	13	Bathroom	1,324	Bathroom	No change
11	Bathroom	1,697	Bathroom	23	Bathroom	1,697	Bathroom	No change
12	Old Camp Check-in	1,023	Storage	18	Pole Barn Storage	1,023	Storage	No change
13	Bathroom	1,761	Bathroom	17	Bathroom	1,761	Bathroom	No change
14	Open-sided Garage	560	Storage	18	Back of House	560	Storage	No change
15	Operations Office	1,093	Office	18	Operations Office	1,093	Operations Office	No change

# MODERNIZATION AND IMPROVEMENT PLAN

- Pool and Aquatic Play Area
  - Pool, Lagoon, Hot Tub, Slides
  - Food Truck Pad, Mechanical Area and Pump House, Restrooms, Deck
  - Located partially in floodplain area, new structures and mechanical infrastructure will have lowest floor elevation at 2 FT above establish base flood elevation.
  - Open to camp users only.
- Mountain Coaster
  - Modular design runs with contours of land.
  - Height complies with zoning.
  - Open to public (80% of rides by camp users).



# MODERNIZATION AND IMPROVEMENT PLAN

- Campsites

- No new campsites, some sites will be relocated east. No changes to 700s & 800s (w. of Dry Brook).
- 234 campsites will be equipped with water, sewer, electric connections.
- 108 campsites will continue to use bathhouses, with new/upgraded electric and water connections (down from 188 existing condition).
- Campsite will feature new Temporary Recreation Vehicle Industry Association (RVIA) certified units (as shown here).

# PROJECT SUMMARY

Location: 3894 NYS Route 97

Acreage: 230 Acres

Zoning District: Split Hamlet Commercial (H-C), 30% Residential Agricultural (R-2), 70%

Existing Conditions: Campground

- 342 Campsites
- April – October
- Zipline and Paintball
- Welcome Center, Camp Store, Administration, Maintenance and Storage Areas, Bathhouses, Two Residences, River Access

Proposed Project: Improvements: New Welcome Center (demo old), New Maintenance (demo old), Conversion of Camp Store to Food Service, Improvements to Wells and Septic

New: Mountain Coaster, Pools/Slides, Mini-Golf

