

**Dutchess County Planning Board
DRAFT MINUTES – May 13, 2015**

Present

Colleen Cruikshank
Joel Diemond
Edward Hauser
Hans Klingzahn
James Nelson
Warren Smith
Rick Wilhelm
Randall Williams
Jerry Hutchings, *Legislative Liaison*
Jennifer Coccozza, *Staff*
Brian Kehoe, *Staff*
Mary McFarlane, *Staff*
Eoin Wrafter, *Staff*

Absent

Michael Dupree
Jill Way
John Weisman
Anne-Marie Smith, *County Attorney Liaison*

The meeting was unofficially opened at 3:40 PM by Chair, Joel Diemond, who asked the Commissioner to begin his update. At this time, there was no quorum present, so the approval of the minutes was delayed.

Commissioner's Update - Eoin Wrafter

Eoin reminded the Board that the meeting for March was cancelled because of the weather, and at that time, a presentation was scheduled regarding the Pine Plains Revitalization and Pedestrian Plan. Since that time, work on the project has been completed and has been well-received. John Clarke is doing some follow-up design work for the town center.

Staff changes/Department updates:

- Eoin appointed Commissioner in April
- Jennifer Coccozza is now the Deputy Commissioner (Jennifer spoke about her various positions at Planning before moving to Deputy Commissioner.)
- Two Junior Planners have been hired – Janet Tissiere (moved from GIS section) and Shelby Tompkins
- A new Community Investment Program Specialist (Christie Bonomo) will start Monday
- Mary McFarlane will be retiring July 1st, and we have begun interviewing for her position as well as for a replacement GIS Technician
- John Clarke will be retiring in October
- Two Senior Planners are still out on maternity leave

Eoin distributed a list of the communities and their lead planners as well as a list of the staff at Planning and their responsibilities. These will be re-adjusted when the Planners return and all staff changes are finalized.

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Through April, the Department completed 147 referrals, and 89 percent were completed within 21 days.

The Poughkeepsie Waterfront Redevelopment Strategy is before the Poughkeepsie Waterfront Advisory Committee this week and will go to the Common Council on Monday, May 18th.

The Route 9G Corridor Management Plan near Bard College is now underway, and the first public workshop was held on May 6th to gather information from the public on safety and mobility issues.

(At this point, 3:47 PM, a quorum was present and Joel Diamond formally opened the meeting. Hans Klingzahn motioned to accept the January minutes and Rick Wilhelm seconded. None opposed, so the minutes were accepted as written.)

Eoin continued his update – Agricultural and Farmland Protection Plan:

The plan was adopted in March and we are beginning the implementation, working with other Counties to determine if any activities would be more effective on a regional level, forming the advisory committee and planning a summit. Recommendations will be made to the County Executive. There is also potential for a training course from the Planning Federation in the fall.

Agricultural District Eight-Year Review:

The State's Agricultural Districts Law provides a locally-initiated mechanism at the County level for creating, modifying and approving agricultural districts. In our County, the review occurs every eight years. The process starts in June and must be completed by March, 2016. Planning is leading the effort with assistance from Cornell Cooperative Extension and the Dutchess County Soil and Water Conservation District. Brian Kehoe spoke briefly about the review.

Community Investment Programs:

The Agency Partner Grant Program funding of \$780,000 was announced with 21 agencies receiving funds. The Municipal Consolidation and Shared Services grant program applications are due on June 19th.

Legal review and guidance on zoning and land use issues:

We have contracted with Pace Land Use and Law Center to do two projects tied in to economic development. Eoin explained a little about each project. The hope is to take the assessments done by Pace and make recommendations to make the comprehensive planning and zoning processes more efficient.

The Planning Department is offering services where communities want them. We will try to get out more to the towns and villages and reach out to developers and attorneys to see where the County process is working and try to maintain a dialog to see where we can be of assistance. A brief discussion followed with Board Members offering comments and suggestions.

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Eoin mentioned the upcoming Planning Federation Short Courses:

- Land Use Planning for Solar Energy – June 10, 2015
- Zoning for Solar Energy (Fall)
- For consideration: Agricultural Issues, Economic Development, Greenway Guides

Partnership for Manageable Growth Program:

The Hiddenbrooke project closed. It was the last of our existing projects and is now complete.

We are working on streamlining the guidelines for the next round of applications. Eoin asked for recommendations or recollections from other meetings of things that would help in that effort.

Eoin asked for approval to postpone the July 8th meeting until July 22nd due to vacation schedules, and all agreed.

With no new business proposed, Ed Hauser moved to close the meeting and Hans Klingzahn seconded. The meeting adjourned at 4:47 PM.

Respectfully submitted,

Mary McFarlane