

**Dutchess County Planning Board
MINUTES – July 12, 2017**

Present

Colleen Cruikshank
Michael Dupree
Edward Hauser
Hans Klingzahn
J. Patrick Lambert
Warren Smith
Jill Way
John Weisman
Randall Williams
John Metzger, *Legislative Liaison*
Anne-Marie Smith, *County Attorney Liaison*
Brad Barclay, *Staff*
Jennifer Coccozza, *Staff*
Lynn Schara, *Staff*
Robert Wills, *Staff*
Eoin Wrafter, *Staff*

Absent

Joel Diemond
Hans Hardisty
James Nelson
Rick Wilhelm

Hans Klingzahn, Chairman, called the meeting to order at 3:40 PM. All board members and staff introduced themselves.

A motion to approve without change, the minutes from March 8, 2017, was made by Warren Temple Smith and seconded by Randall Williams. There were no objections, and the minutes were accepted.

Commissioner's Update, Eoin Wrafter

Eoin reported that the Department completed 201 referrals through the end of June, 80 of which were completed within our 21-day target. Completeness of submissions is still an issue.

Hans inquired about training options that we could present to new secretaries to assist them in submitting complete referrals. Jen explained that our staff have personally visited some municipalities to provide hands-on training. Warren suggested an online training course, but Eoin felt it would be too difficult to do in a concise manner. Instead, we are working on developing a checklist for each of the boards to use. In addition to written guidance, we had hoped to train all the secretaries in one place, at one time; however, this is proving to be a challenge because most are part-time, with a limited budget and schedule. Going forward, we will continue to develop a possible computer application alternative, as well as some documentation to help educate the community on what we are looking for in their submissions.

IMA Referrals

Jen gave an update on the status of the IMA agreements. To date, 87% of municipalities are participating. City of Poughkeepsie, LaGrange, Stanford and Washington are not, but we continue to encourage them to do so.

Greenway Guides

Jen reported that we have seven new guides, which can be adopted by resolution. To date, 16 municipalities have adopted them, with another 4 expected to have it on their next agenda.

2018 Budget

Eoin indicated that we are preparing our 2018 budget. Overall, the County's financial position is fairly stable, so Eoin does not anticipate any major concerns. He expects to be able to discuss some initiatives at our September meeting.

Partnership for Manageable Growth

Brad Barclay gave an update regarding the Partnership for Manageable Growth program. Of the six farms awarded in 2016, Steele, Duncandale and Locust Grove have already closed. Manne will be closing next week and Caora should close in late July. Chaseholm will probably close in September. It is quite an accomplishment to have been able to perform four closings in two months, part of which can be credited to the State for processing the funding so quickly.

Regarding the 2017 awarded projects, Dutchess Land Conservancy (DLC) will be applying to NYS Ag and Markets in their anticipated next round of funding (Spring 2018) for Destined Winds farm, and has applied to a foundation for additional funds for the Brookby Farm.

For the next round of PMG funding, we plan to make an announcement in late 2017, with applications due in early 2018 and field visits around February 2018. This timeline allows the awarded applicants to apply for State funds in 2018. Having funding already in place is a definite advantage to the applicant as the State weighs that heavily in their decision.

Potential County Comprehensive Plan Update

One of the proposed 2018 budget initiatives of the Planning & Development department is to begin an update of our Comprehensive Plan, last adopted in 1987. Greenway Connections was adopted in 2000 and we rely on it much like a Comprehensive Plan. There have been enough changes that it would be worthwhile to update the plan.

The funding request would be for Public Engagement and Outreach to take place first in 2018, before we even begin the plan. Many new tools are available for online engagement, in addition to in person engagement, some of which Eoin was able to demo at the APA conference. Using mapping and geography, participants can point and click where they think things should be added, such as a park. There is also a like/dislike feature, which can also be commented on. This would assist us in identifying where the county concerns are.

Eoin asked the Board to give some thought to what the big issues are and let him know. Some possible issues mentioned include:

- Health aspect on planning, land use and land form, metrics to decide how good a community is to allow for healthy living,
- Housing - do we have enough, is it the right type, is it affordable, etc.
- Environmental and resiliency issues - changing energy, solar needs, autonomous vehicles,
- Integrating economic development in our comprehensive plans – the County does not feel that it is appropriate to tell communities what economic development should look like in their community; our job is to help them get that vision in place. The communities need to decide for themselves. If they can figure out what they want, we can help them get there.
- Zoning – is it appropriate? too restrictive?
- Parking – is there enough? What to do with unused lots?
- Integrating centers and green spaces into the community

The Board also discussed the following issues:

- Sustainability – possibly offer options to developers that would expedite their permit process as incentive to promote sustainability
- Transportation
- Water and Sewer
- Difficulty with getting new board members
- Stormwater Management
- Consider Home Rule

For the Public Engagement portion of the initiative, Eoin asked the Board to consider where and how to engage people. It was noted that using non-technical language would help the community to better understand efforts and issues.

The next meeting is scheduled for Wednesday, September 13, 2017.

With no further business, Michael Dupree motioned to adjourn and Jill Way seconded. The meeting ended at 4:55 PM.

Respectfully submitted,

Lynn Schara