

**Dutchess County Planning Board
MINUTES – November 8, 2017**

Present

Colleen Cruikshank
Michael Dupree
Hans Hardisty
Edward Hauser
Hans Klingzahn
J. Patrick Lambert
James Nelson
Warren Smith
Jill Way
John Weisman
Randall Williams
Anne-Marie Smith, *County Attorney Liaison*
Brad Barclay, *Staff*
Jennifer Coccozza, *Staff*
Lynn Schara, *Staff*
Dylan Tuttle, *Staff*
Janet Tissiere, *Staff*
Emily Dozier, *Staff*
Heather LaVarnway, *Staff*
Robert Wills, *Staff*
Eoin Wrafter, *Staff*
Gary Baright, *Guest*
Jeff Kane, Kirchoff Companies, *Guest*
Giovanni Palladino, Kirchoff Companies, *Guest*

Absent

John Metzger, *Legislative Liaison*
Rick Wilhelm

Hans Klingzahn, Chairman, called the meeting to order at 3:35 PM. All board members, staff and guests introduced themselves.

Hans congratulated Michael Dupree on receiving an award at the Eleanor Roosevelt Val-Kill Medal Ceremony for his contribution to various Hudson Valley causes.

A motion to approve without change, the minutes from July 12, 2017, was made by Michael DuPree and seconded by Ed Hauser. There were no objections, and the minutes were accepted.

McDonnell Heights Development (Eastdale Village)

Jeff Kane and Giovanni Palladino of Kirchoff Companies gave a presentation regarding the proposed development of McDonnell Heights (Eastdale Village) on Route 44 in the Town of Poughkeepsie.

Commissioner's Update, Eoin Wrafter

Eoin reported that the Department completed 81% (367 out of 380) of our referrals within our 21-day target. That puts our referrals at 9% above projection for the year. It's not enough information to indicate if this is a trend, but we hope to have some analysis about that early in 2018.

Planning Board appointments by the County Executive are expiring, so reappointments will be presented to the Legislature for the January 2018 meeting. Legislative appointees should hear from the Legislature about their reappointments.

In our 2018 Budget request, Eoin requested funding for public outreach for a Comprehensive Plan update. The intent would be to hire a consultant to assist, hopefully utilizing an online forum, to broaden and reach those who do not attend meetings regularly.

In addition, the department is working with our OCIS department on a web-based portal for submitting and tracking referrals. It would include a checklist, which should assist in getting municipalities to submit complete referrals. We plan to provide training on a regional basis, not per municipality.

The application process for our CDBG, APG, and MIG submissions is also going online to eliminate the paper submissions we have used in the past. The 2018 Budget includes a request for \$100,000 increase in APG funds, \$1M for MIG, and \$1M for the Partnership for Manageable Growth.

We have requested \$50,000 in the 2018 budget for a new, Downtown Building Catalyst Program. This is a pilot program to look at our urban centers to determine if there are buildings where preservation and redevelopment is critical to a municipality's history and if they were enhanced, repaired or restored, it could bring that area back to life.

John Weisman asked how the Board could assist the Department in achieving their 2018 goals. Eoin felt that our budget requests were sufficient and instead, asked that the board reach out to their peers to encourage them to participate in the online process once it's rolled out, as well as the GML 239 exemption or the Greenway Guides.

Partnership for Manageable Growth

Of the six awarded projects from 2016, only Chaseholm remains to be closed. Additional funding from NYS Ag and Markets has been requested and an early 2018 closing is anticipated.

For the 2017 projects, Dutchess Land Conservancy (DLC) is going to apply to NYS Ag and Markets for funds for Destined Winds farm, and has applied to several different foundations for additional funds for the Brookby Farm.

Applications for the current round are due on 12/15/17. We expect to have the land trusts come and do a presentation to the board on January 10, 2018, and site visits will take place in February. We anticipate approvals in March and the County Executive's announcement in April. If anyone would like a copy of the application, please let Brad know.

County Comprehensive Plan Update

We are hoping, through public engagement, we can focus on a few core issues. Part of this is a review of our current comprehensive plan to see where we are, how we're doing with the 15 goals, etc. Eoin asked the board to give some thought to what other groups, organizations, entities we could reach out to for input.

Proposed 2018 Meeting Calendar

A schedule of proposed meeting dates for 2018 was distributed to the board. The meetings will take place the 2nd Wednesday of every other month, with our first meeting proposed for Wednesday, January 10, 2018. A motion to adopt the proposed 2018 meeting calendar was made by Patrick Lambert and seconded by Randall Williams.

Annual Reorganization

Nomination and election of officers typically would occur at our January meeting, but Eoin thought it would make more sense to have a proposed slate to share with the board in advance of our January meeting. As such, Eoin will be sending out an email to the board asking for nominations for Chairman (currently held by Hans Klingzahn) and Vice-Chairman (currently held by Jim Nelson).

The next meeting is scheduled for Wednesday, January 10, 2018.

With no further business, Ed Hauser motioned to adjourn and Warren Temple Smith seconded. The meeting ended at 4:51 pm.

Respectfully submitted,

Lynn Schara