

**Dutchess County Planning Board
MINUTES – May 9, 2018**

Present

Gary Baright
Michael Dupree
Hans Hardisty
Edward Hauser
Hans Klingzahn
J. Patrick Lambert
Warren T. Smith
Jill Way
Rick Wilhelm
Randall Williams
Linda Fakhoury, *County Attorney Liaison*
Brad Barclay, *Staff*
Jennifer Coccozza, *Staff*
Lynn Schara, *Staff*
Eoin Wrafter, *Staff*

Absent

Colleen Cruikshank
James Nelson
John Weisman
John Metzger, *County Legislative Liaison*

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

Randall Williams made a motion to approve the minutes from our March 9, 2018 meeting without change. The motion was seconded by Patrick Lambert. There were no objections, and the minutes were accepted.

Commissioner's Update, Eoin Wrafter

The next application for Municipal Innovation Grants (MIG) is currently available. The applications are due June 1. We are using an online application portal to improve efficiency.

Eoin reported that to date this year, the Department had completed 141 referrals, with 83% being completed within our 21-day target.

The Local Update of Census Addresses (LUCA) review is continuing, with a July 3, 2018 deadline. The purpose is to identify all residential addresses prior to the 2020 Census. Over 37,000 addresses were marked as unknown, so by conducting our review and properly identifying them, the census numbers will be more accurate, which results in more funding.

Partnership for Manageable Growth

We are still working towards closing of the three farms and the one open space project. The Kimlin Cider Mill will likely close first. The goal for Chaseholm is to close in June. Brookby should

be presented to the Legislature in June or July and hopefully close late summer. Destined Wind still needs to go through Ag and Markets approvals.

Eoin introduced Linda Fakhoury, our new Department of Law liaison who is replacing Anne Marie Smith. Linda will be familiarizing herself with the PMG projects and assisting the department in moving those projects to closing.

County Referral Process Update

An online application has been developed to assist municipalities in submitting referrals to the Planning Department. The application is meant to log the referral and generate a checklist to ensure that all of the required items are submitted at once, resulting in a complete submittal. The hardcopies are still needed in addition to logging it in.

We plan to beta test with a few municipalities first and gradually extend it to all municipalities. We will provide various training opportunities for the planning and zoning board secretaries to assist them in learning the new application.

The next meeting is scheduled for July 11, 2018, at 3:30 pm.

With no further business, Michael Dupree motioned to adjourn and Gary Baright seconded. The meeting ended at 4:35 PM.

Respectfully submitted,

Lynn Schara