

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

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**Present**

Colleen Cruikshank  
Joel Diemond  
Michael Dupree  
Edward Hauser  
Hans Klingzahn  
J. Patrick Lambert  
Warren Smith  
Rick Wilhelm  
Randall Williams  
John Metzger, *Legislative Liaison*  
Anne-Marie Smith, *County Attorney Liaison*  
Brad Barclay, *Staff*  
Jennifer Coccozza, *Staff*  
Lynn Schara, *Staff*  
Eoin Wrafter, *Staff*  
Jargroop Sandhu, *Guest*

**Absent**

Hans Hardisty  
James Nelson  
Jill Way  
John Weisman

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

A motion to approve without change, the minutes from January 11, 2017, was made by Michael Dupree and seconded by Warren Temple Smith. There were no objections, and the minutes were accepted.

Commissioner's Update, Eoin Wrafter

Eoin reported that to date this year, the Department completed 54 referrals, but unfortunately, we are still below our 21-day target. We are still having difficulty receiving complete referral packages from the municipalities and continue to work with them to improve this process.

Eoin discussed the Notice of Intent to make changes to SEQR from the NYSDEC that was distributed to the board members in their packets. Since it is very difficult to provide an adequate summary of the changes, he advised the board to visit the NYSDEC website so that the document can be reviewed in its entirety. A public hearing is scheduled for March 31<sup>st</sup> and a deadline for comments to be submitted is May 19<sup>th</sup>.

Planning and Development has put out two reports in recent months, both of which are available on our website. The 2015 Major Projects Report reflects a total of 11,541 proposed housing units in various stages. We are currently requesting information from the communities for our 2016 report.

The second report is the Rental Housing Survey. Generally speaking, rents for all types of housing have increased and the vacancy rate is only 1.8%. Housing experts recognize 5% as a healthy market, so we are way under need. A discussion ensued regarding the costs associated with bringing new families into the area, as well as the need for sewer to help development of apartments. Housing types are also changing, with a need for more inter-generational housing, as well as more lower maintenance housing. Joel Diamond suggested we take a look at the National Issues Forum format.

While 77% of local municipalities have adopted the IMA referral exemption, there are still a handful that have not. We will continue to educate them on the advantages of the exemption to encourage them to opt in.

#### Greenway Guides

Jen Coccozza reported that we have seven new guides, which are designed to be adopted by resolution. To date, 11 municipalities have adopted them. Michael Dupree noted that Hyde Park was already part of the Greenway Guide, so they thought their acceptance of the new guides was automatic; they didn't know they had to formally adopt them. He thought it might be helpful to clarify the process for other municipalities.

#### Solid Waste Division

Lindsay Carille, Deputy Commissioner of Solid Waste Management, gave a presentation (attached) to the board for the purpose of giving an update on the progress and goals of the division, as well as educating the board on the services the division provides. The division's main initiative is to increase recycling, which was 22.9% in 2010 and is now over 37%.

#### Partnership for Manageable Growth

As a follow up to the application scoring and the site visits to the applicant properties, the board discussed the funding of the two PMG applications. We have enough funds to support both applications now, and possibly have leftover funds for a later round. It was discussed that it makes sense to wait until the State funding is imminent before we do a second round of applications.

After a brief discussion, Joel Diamond made a motion to fund both applications in full. Michael Dupree seconded that motion and, with no objections, the motion was carried.

Eoin gave an update regarding two of the 2016 projects (Caora and Duncancale Farms). Both farms received more state funding than they anticipated, so as a result, our investment went down. In addition, appraisal amounts varied, which caused differences in the closing costs. Eoin is submitting resolutions to the Legislature to reflect the funding changes.

#### Training

Hans Klingzahn stated that training courses will be coming up and everyone would be notified of the dates and locations so that they can remain in compliance with their training requirements.

2020 Census

Eoin informed the board that they may see communication from this department regarding two Census Bureau programs that are being launched in preparation for the upcoming 2020 Census: the Boundary and Annexation Survey (BAS) and the Local Update of Census Addresses (LUCA). The purpose of the BAS is to assure that the geographic boundaries of Census Bureau and local municipal files match. The purpose of LUCA is to assure that all addresses are accounted for, to ensure a 100 percent count of persons. Since the department has better resources to analyze, gather and report the information to the Census Bureau, we will be offering our assistance to Dutchess County municipalities and will ask each community to acknowledge that we will be submitting on their behalf.

The next meeting is scheduled for Wednesday, May 10, 2017.

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

Respectfully submitted,

Lynn Schara