



# Town of Poughkeepsie

1 Overocker Road  
Poughkeepsie, NY 12603

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**Date:** Wednesday, August 22, 2018  
**Time:** 5:00 PM  
**Location:** Town Hall – 1 Overocker Road  
**Purpose:** Comprehensive Plan Committee Meeting #3

**Comprehensive Plan Review Committee Attendance:** Bill Carlos, Ann Shershin (absent), Jeffrey Renihan, David Silver, Yvonne Laube, John Weisman, Maribeth Rubenstein (absent), James Challey, Daniel Salvatore

**Town Staff Attendance:** Mike Welti, Kristen Gaynor  
**Members of the Public Attendance:** N/A

AGENDA ITEM	NOTES	TASK
<p><b>Welcome and Agenda Review</b></p>	<p>The Chairman welcomed the CPRC members to the meeting and reviewed the agenda.</p>	
<p><b>Committee Business</b></p>	<p><i>Comprehensive Plan Review Webpage</i> The webpage is now live and ready for review. The link is: <a href="http://townofpoughkeepsie.com/planning/cprc/index.html">http://townofpoughkeepsie.com/planning/cprc/index.html</a></p> <p><i>CPRC Email Address</i> The CPRC email address is active. The email address is: <a href="mailto:CPRC@townofpoughkeepsie-ny.gov">CPRC@townofpoughkeepsie-ny.gov</a>. This email address will be posted on the Comprehensive Plan update webpage and circulated on all update related materials. Members of the community are encouraged to utilize this email address to submit questions, comments, and/or concerns regarding the update.</p> <p><i>Grant Applications</i> A grant application was submitted to the NYS Department of Environmental Conservation (NYSDEC) on 7/27/18. Another grant application was submitted to the Hudson River Valley Greenway on 8/10/18.</p>	<p><i>CPRC to review live webpage and provide any comments to Town staff.</i></p> <p><i>Town staff to work with Town IT department to post email address and webpage link on Channel 22.</i></p> <p><i>Town staff to work with Town IT department to set up push announcements on GovDelivery.</i></p>
<p><b>Preliminary Draft Analysis of Existing Conditions</b></p>	<p>Town staff is working with Dutchess County Planning and Development on the generation of a several maps that will supplement the draft analysis of existing conditions.</p> <p>Maps to be generated include land use, zoning, infrastructure, environmental features, environmental constraints, parks, recreation, and conservation areas.</p>	<p><i>Town staff to continue working with Dutchess County Planning and Development on draft mapping.</i></p>

	<p>For the land use map, the Town should identify what the “vacant” classification is referring to. The term vacant is assigned by the assessor which ultimately dictates the land use classification codes utilized to generate a land use map. This terminology may be clearly defined in the text of the existing conditions analysis. Understanding the use of the word vacant is important to fully comprehend if there are areas within the Town that are valuable for some other future use.</p> <p>Similarly, clearly defining the use of the terms “parks”, “recreation”, and “conservation areas” on mapping will be important.</p> <p>Depicting infrastructure on a map will be beneficial to the CPRC and members of the community. It was noted that it is not only important to identify the locations of existing infrastructure, such as water and sewer, but to also understand remaining the capacity of existing infrastructure has remaining.</p> <p>It was noted that having large format mapping at public workshops for members of the community to react to and comment on would be beneficial to the public engagement component of this update process.</p> <p>Comments were verbally provided by the CPRC pertaining to the population growth analysis, the housing market, and economic growth within the Town.</p> <p>The CPRC suggested working with local realtors to gain a better sense of existing conditions related to the housing market within the Town.</p> <p>There is a typo in the FDR listing in the existing conditions analysis.</p> <p>The medical and educational fields are growing in the Town. The CPRC wants to understand if the Town is looking to attract other businesses.</p> <p>There is an important link to be made between historic preservation and tourism. The CPRC and Town staff should engage in a conversation about this connection with local tourism stakeholders at Dutchess County.</p> <p>The CPRC is interested to know what the long term plans may be for the IBM campus and recommended that the Town reach out to IBM about coordinating a meeting with them. Encouraging creative use and reuse of structures and parks throughout the Town is important to the CPRC. It was suggested that Town staff reach out to National Resources to talk about development in iPark in East Fishkill.</p>	<p><i>Town staff to develop language that clearly defines the multiple uses of the word vacant.</i></p> <p><i>Town staff to work with the Town Assessor to identify use of the word vacant.</i></p> <p><i>Town staff to clearly define parks, recreation, and conservation.</i></p> <p><i>Review sections in the draft analysis of existing conditions discussing demographics, housing, and economic growth.</i></p> <p><i>Town staff to set a CPRC meeting with the Dutchess County Realtors.</i></p> <p><i>Town staff to correct typo in FDR text.</i></p> <p><i>Town staff to set a CPRC meeting with Dutchess County Tourism.</i></p> <p><i>Town staff to reach out to IBM and schedule a meeting.</i></p>
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	<p>The recreation section in the draft analysis is a bit disjointed and should mention Peach Hill.</p> <p>Investments in parks could enhance the quality of life in the Town. The CPRC noted that there is a desire to have a large centralized Town Park.</p>	
<p><b>Issues Identification Workshops</b></p>	<p>Mr. Welti reviewed a draft agenda for the public workshops.</p> <p>The meeting format is anticipated to include a presentation introducing this project followed by facilitated discussions with meeting attendees.</p> <p>The discussions would include asking members of the community to reflect on two questions. First, “What do you like about the Town?” and second, “What concerns do you have?” The CPRC agreed with the method described by Mr. Welti. It was also confirmed that hosting three (3) public outreach meetings would be ideal for the Town’s six (6) wards.</p> <p><i>Tentative</i> dates, until confirmed that they will work for tentative locations, are as follows:</p> <ul style="list-style-type: none"> <li>▪ Wednesday, September 26</li> <li>▪ Tuesday, October 9</li> <li>▪ Thursday, October 11</li> </ul> <p><i>Tentative</i> workshop timeframe is 7:00 PM to 9:00 PM.</p> <p><i>Tentative</i> locations, until confirmed with potential venues, are as follows:</p> <ul style="list-style-type: none"> <li>▪ Violet Avenue Elementary School</li> <li>▪ Fairview Fire District</li> <li>▪ Spackenkill High School</li> <li>▪ Town of Poughkeepsie Library – Boardman Road</li> <li>▪ Poughkeepsie Day School</li> <li>▪ Our Lady of Lourdes High School</li> <li>▪ Sheafe Road Elementary School</li> <li>▪ Town of Poughkeepsie Senior Center</li> </ul> <p>Upon confirmation of dates, times, and locations, the following will be drafted:</p> <ul style="list-style-type: none"> <li>▪ Meeting Press Release</li> <li>▪ Meeting Agenda</li> <li>▪ Meeting Handout/Flyer – to include facilitated discussion prompts.</li> </ul>	<p><i>Town staff to coordinate meeting logistics per discussion with CPRC.</i></p> <p><i>Town staff to generate meeting materials and distribute accordingly.</i></p>
<p><b>Next Steps</b></p>	<p>The next CPRC meeting is scheduled for Wednesday, 10/24 at 5:00 PM at Town Hall.</p>	<p><i>Town staff to draft meeting summary, circulate for review by CPRC, and post to the Town website.</i></p>

<b>Public Comment</b>	There were no members of the public present at this meeting.	N/A
<b>Adjournment</b>	The meeting was adjourned at 6:20 PM.	<i>The next CPRC meeting is scheduled for Wednesday, October 24, 2018 at 5:00 PM at Town Hall.</i>

Thank you,

*Michael A. Welti*

Michael A. Welti, AICP  
Director of Municipal Development

Attachment A  
Meeting Agenda



**Town of Poughkeepsie  
Comprehensive Plan Review Committee (CPRC)**

***Committee Meeting #3  
Wednesday, August 22, 2018 @ 5:00 PM  
Town Hall Meeting Room***

**Agenda**

- I. Welcome and Agenda Review
- II. Committee Business:
  - Comprehensive Plan Review webpage  
<http://townofpoughkeepsie.com/planning/cprc/index.html>
  - Committee email address  
[CPRC@TownofPoughkeepsie-ny.gov](mailto:CPRC@TownofPoughkeepsie-ny.gov)
  - Grant applications – DEC Climate Smart Communities (submitted 7/27/18) and Hudson River Valley Greenway (submitted 8/10/18)
- III. Preliminary Draft Analysis of Existing Conditions
  - Initial comments and suggestions
- IV. Issues Identification Workshops
  - September/October 2018 – possibly 9/26, 10/9, and 10/11
  - Start time – 7:00 PM
  - Three (3) locations around Town – north, central, south
  - Review draft agenda
  - Publicity
- V. Next Steps
  - Next committee meeting – Wednesday, October 24<sup>th</sup>
- VI. Public Comment
- VII. Adjournment