



Town of Poughkeepsie

1 Overocker Road
Poughkeepsie, NY 12603

845-485-3600 Phone
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Date: Wednesday, November 28, 2018
Time: 5:00 PM
Location: Town Hall – 1 Overocker Road
Purpose: Comprehensive Plan Committee Meeting #5

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

Town Staff Attendance: Mike Welti, Kristen Gaynor
Members of the Public Attendance: Doreen Tignanelli, Myrna Ross

AGENDA ITEM	NOTES	TASK
<p>Welcome and Agenda Review</p>	<p>Mr. Welti welcomed the CPRC members to the meeting and reviewed the agenda.</p>	<p>N/A</p>
<p>Committee Business</p>	<p><i>Grant Applications</i> The Town was awarded a Hudson River Valley Greenway Council Compact Grant on 9/12/18 for \$20,000.</p> <p>An application was submitted to New York State Department of Environmental Conservation (NYSDEC) for a Climate Smart Communities Grant on 7/27/18. Award announcements for this grant are anticipated to be made before the end of the year.</p> <p><i>GIS Mapping</i> The Town has been working with the Dutchess County Department of Planning and Development in order to obtain updated Geographic Information Systems (GIS) mapping for the Comprehensive Plan update. The County has provided a revised set of draft mapping per Town staff comments, received November 2018. CPRC agreed to place draft mapping on the CPRC webpage for community review.</p> <p>The following maps were reviewed and discussed:</p> <ul style="list-style-type: none"> ▪ Agricultural Districts ▪ Emergency Services ▪ Environmental Features ▪ Existing Transportation ▪ Infrastructure Sewer Districts ▪ Infrastructure Sewer Systems 	<p><i>Staff to work with IT Department to place draft mapping on CPRC webpage.</i></p> <p><i>Members of the community and CPRC members to submit any comments pertaining to mapping via the CPRC email.</i></p> <p><i>Ms. Laube to submit list of locally designated historic sites within the Town to Town staff for incorporation on the Parks, Rec, Historic, and Cultural Map.</i></p>

	<ul style="list-style-type: none"> ▪ Infrastructure Water Systems ▪ Land Use ▪ Parks, Recreation, Historic, Cultural ▪ School Districts ▪ Slopes ▪ Watersheds ▪ Zoning <p>Map discussion items included reinforcement of need to meet with specific groups within the Town including, but not limited to, emergency services, school districts, businesses, County transportation, and Town water and sewer departments.</p> <p>It was noted that the City of Poughkeepsie should not appear as blank white space, but perhaps grayed out to show continuity of features such as roadways, water bodies, etc.</p> <p><i>Consultant Procurement</i> The Town will be circulating a Request for Proposals (RFP) or Request for Qualifications (RFQ) as part of the procurement process.</p> <p>Mr. Welti recommended having a subset of the CPRC review all proposals received in response to the Comprehensive Plan Update RFP. That subset of CPRC members would create a short list of the top three or four responses for review and discussion by the full CPRC and for possible interviews by the full committee.</p> <p>The following members of the CPRC offered their time for review as the subset to the CPRC:</p> <ul style="list-style-type: none"> ▪ Bill Carlos ▪ Ann Shershin ▪ Maribeth Rubenstein ▪ Dan Salvatore 	<p><i>Staff to continue preparing a draft RFP/RFQ.</i></p>
<p>Next Steps</p>	<p>The CPRC will not meet in December.</p> <p>The next CPRC meeting is scheduled for Wednesday, January 23, 2019 at 5:00 PM at Town Hall.</p> <p>Project Website: http://www.townofpoughkeepsie.com/planning/cprc/index.html</p> <p>CPRC Email: CPRC@townofpoughkeepsie-ny.gov</p> <ul style="list-style-type: none"> ▪ An automated email response has been generated for when members of the public submit comments to the CPRC email. 	<p><i>Town staff to reach out to school districts for possibility of appearing at January CPRC meeting.</i></p> <p><i>Town staff to draft meeting summary, circulate for review by CPRC, and post to the Town website.</i></p>

<p>Public Comment</p>	<p><u>Myrna Ross</u></p> <ul style="list-style-type: none"> ▪ Asked for clarification regarding mention of pool on Vassar Road within the Town. It was closed and no longer exists. ▪ Inquired about urgent care ads received. For an urgent care that is no longer open. Ads paid for in advance. ▪ Country Club Estates park has a tennis court that is in bad shape. If it is Town owned, it should be fixed up. If not fixed up, should be sold. ▪ Country Club Estates has had recurring water and sewer infrastructure related issues. ▪ Bus stop located at Spring Road and Kerr Road should be located within the shopping plaza to eliminate traffic conflicts. Have County transportation group present to the CPRC. <p><u>Doreen Tignanelli</u></p> <ul style="list-style-type: none"> ▪ Discrepancies between steep slopes as defined in the 2007 Master Plan compared to zoning's buildable yield calculation language. Should be reconciled. ▪ All meetings held with the CPRC should be open to all community members. There should be no separate meetings (with special interest groups like the business community) occurring without members of the community present. ▪ Are there any updates about putting public comments provided through the CPRC email online for all members of the community to be able to view? ▪ A build out analysis would be beneficial to understanding current and potential future changes in the Town dynamic. An analysis was done previously as part of the 2007 Master Plan. Information about this is located on page 24 and 25 of the 2007 Plan. 	<p><i>Town staff to explore putting public comments obtained via the CPRC email address on the CPRC website for public view.</i></p>
<p>Adjournment</p>	<p>The meeting was adjourned at 6:40 PM.</p>	<p><i>The CPRC will not meet in December. The next CPRC meeting is scheduled for Wednesday, January 23, 2019 at 5:00 PM at Town Hall.</i></p>

Thank you,

Michael A. Welte

Michael A. Welte, AICP
Director of Municipal Development

Attachment A
Meeting Agenda



**Town of Poughkeepsie
Comprehensive Plan Review Committee (CPRC)
Committee Meeting #5
Wednesday, November 28, 2018 @ 5:00 PM
Town Hall Meeting Room**

Agenda

- I. Welcome and Agenda Review
- II. Committee Business
 - a. Grant Applications:
 - Hudson River Valley Greenway Council Compact Grant awarded 9/12/18.
 - NYS DEC Climate Smart Communities (submitted 7/27/18).
 - b. GIS Maps from Dutchess County Department of Planning and Development:
 - Revised mapping received per staff comments (11/23/18).
 - c. Consultant Procurement:
 - Staff working on a Draft RFP
 - Consultant Selection Process
- III. Next Steps
 - a. Next CPRC Meeting:
 - Wednesday, January 23, 2019 at 5:00 PM –
Town Hall (Main Meeting Room)
- IV. Public Comment
- V. Adjournment

Comprehensive Plan Review webpage:

<http://townofpoughkeepsie.com/planning/cprc/index.html>

Committee email address:

CPRC@TownofPoughkeepsie-ny.gov