

**Town of Putnam Valley
Comprehensive Plan Review Committee (CPRC)**

Preparation of Zoning and Subdivision Regulations

Meeting 5

July 17, 2007

5:30 PM, Putnam Valley Recreation Department

Meeting Notes

Attending: Karin Greenfield-Sanders, Eugene Yetter, Ross Keating, Sam Davis, David Spittal, Irv Flinn, Bill Zutt, David Gordon, and Mike Welti

1. Welcome and Agenda Review

Mike Welti, Project Manager from The Chazen Companies (TCC), reviewed the agenda for this meeting.

2. Old Business

The committee reviewed and finalized the meeting notes for Zoning Meeting 4; final notes will be sent to Sam for posting on the Town's website.

3. Project Schedule

Recognizing that they would not be able to finish all of the remaining work at this meeting, the committee decided to revisit the project schedule. Based on this discussion, the following dates and deliverables/milestones were agreed to:

- Friday, July 20 – TCC will send a preliminary draft of the DGEIS to Karin and David Gordon. David will review the DGEIS so that it can be forwarded to the Town Board in August, once changes to the zoning and subdivision regulations have been finalized.
- Tuesday, July 24 – the Committee will forward comments/suggestions about the latest versions of the zoning and subdivision regulations to Karin, who will compile these and forward them to TCC.
- Tuesday, July 31 – TCC will send a new version of the draft zoning and subdivision regulations to the CPRC for review.
- Tuesday, August 7 – Final revisions from the committee, as well as any remaining larger questions or concerns, will be forwarded to Karin. Karin will forward these to TCC. She will also work with TCC to create an agenda for the final committee meeting in August that will allow for discussion and resolution of these remaining questions or concerns.
- Tuesday, August 14 – CPRC Meeting, 5:30 to ? – This is intended to be the final CPRC meeting. The committee will make any final refinements at this meeting and forward the final drafts to the Town Board.

- Wednesday, August 15 – Regular Town Board Meeting – the Comprehensive Plan, DGEIS, and Final Draft Zoning and Subdivision Regulations will be placed on the agenda for this meeting. David Gordon will present his review of the documents, focusing primarily on the completeness of the DGEIS. The Town Board will be asked to accept the DGEIS as complete, to start the review process by setting dates for public review of the drafts and for a public hearing, and to initiate referrals under General Municipal Law.

4. Zoning Regulations

The Committee reviewed the latest version of the draft zoning law dated July 17, 2007. This draft was prepared by TCC and incorporated most of the comments and suggestions received from the CPRC, David Gordon, and Bill Zutt since the last meeting. Edits made by TCC were displayed in markup form so that the committee could easily identify revisions from the previous draft.

Discussion of the latest draft started at Article 3 and moved to other areas of the draft zoning law as related topics were addressed. Comments and suggested changes to the draft included the following:

- There was some debate about the district purpose statements in Article 3. For example, some felt that the purpose statement for the CC-3 District was too vague. Suggestions for modification of this purpose statement will be provided.
- In subsection B under each purpose statement in Article 3, the phrase “special uses” should say “special permit uses.”
- Uses listed for the CC-3 District were reviewed. It was agreed that additional business uses – restaurants, taverns, retail – should be added in this district. Most of the businesses uses should require a Special Permit so that the Planning Board can ensure that they are compatible with the surrounding neighborhood.
- Definition of Light Industry should be revised again – it is too vague. Probably should keep the earlier reference to external impacts not exceeding those of an office use.
- Discussion about the need for a building size limitation. Committee would like to add a building footprint limitation of 3,000 or 4,000 SF for commercial uses in the CC-3 and the NC Districts. This would help ensure that such uses were local and of neighborhood scale.
- The Zoning District map was discussed. There were some questions about the boundaries of the commercial districts and how these differed from the current zoning district boundaries. Karin will meet with Jan

- Johannessen from TCC during his office hours at Town Hall next Tuesday to review these in greater detail.
- The Committee reviewed the Use Table.
 - The committee debated whether to keep “Marina” as a permitted or special permit use in the Town. After considerable discussion, the Committee decided to remove “Marina” from the Use Table. The one existing marina in the Town would be able to continue operating as a grandfathered use. [Note: Bill Zutt recused himself from this discussion about the term Marina]
 - Timber Harvesting and Camps were discussed. It was agreed that these Special Permit Uses should have specific criteria associated with them: must have parcel of 5 acres (minimum) for Timber Harvesting, and 10 acres (minimum) for Camps.
 - Committee requested that Adult Uses be defined and added to the Use Table – by Special Permit only in the HC District. This would be done to ensure that such uses do not fall under more general land use categories (such as retail) and to prevent potential constitutional challenges to the zoning that could occur if such uses were not permitted anywhere in the Town.
 - The Committee reviewed the uses permitted by special permit or “as-of-right” in the various districts and made several additions, deletions, and refinements - members agreed to take another close look at the use table in the next few days (comments to Karin by 7/24).
 - The committee discussed Agriculture and whether this use should be permitted or allowed by special use permit in the RR and CD Districts. The current draft shows Agriculture as permitted in the RR, CD, and PD Districts. Some members of the committee were concerned that certain types of agricultural activities could create negative impacts for nearby residential uses; and this could be especially problematic in the RR and CD Districts where density could be as high as one home per three acres or one home per five acres respectively. After much debate, the committee decided to make Agriculture a Special Permit Use in these districts. David Gordon agreed to consider the implication of this decision in terms of Agricultural Districts Law and whether or how to exempt farm properties in the Agricultural District from this provision. Gene Yetter expressed concern that the General Criteria for a Special Use Permit might not be adequate for the Planning Board to make decisions about whether or not to grant a Special Use Permit for an Agricultural Use. The Committee decided that the general criteria would be okay for now.

- The Committee reviewed the general criteria for Special Use Permits. After much discussion, the Committee decided to remove criteria number 7 (related to transportation level of service) and to add traffic to the list in number 5. They also decided to remove the words “substantial” and “substantially” from criteria number 3. And finally, they decided to take the three criteria that were deleted from the end of this list in the July 17 draft, and to move these to Site Plan Review.

 - The Committee reviewed the draft ridgeline map prepared by Marlo Kovacs at the Hudson Highlands Land Trust. Prepared using the Land Trust’s GIS, the map identifies ridgelines visible from various viewpoints in the community. Only ridgelines wholly or partly outside of the State Park were identified since those inside the park are not vulnerable to development. The map, once refined, would serve as the basis for the Hillside Management (HM) Overlay District. As residents of the community, committee members looked at the ridgelines that were identified to determine if they generally coincided with their own experience of what is visible and what is not. There were several questions about the ridgelines shown on the map, and a discussion about alternative ways of identifying ridgelines for the purposes of the overlay district. In the end, the committee decided to field verify the map over the next several days to make it as close to accurate as they could, recognizing that future refinement may still be necessary. It was also suggested that language be added to the Site Plan Review section indicating that the Planning Board should, on a case by case basis, require the preparation of a Visual Addendum to the EAF (under SEQR) for projects that fall outside of the overlay zone but which might still adversely affect viewsheds due to their location near ridgelines.
- 5. Next Steps** – As identified in the discussion of Project Schedule (#3 above), the committee will provide its next round of comments to TCC on Tuesday, July 24th. The next Committee meeting will be held on Tuesday, August 14th at 5:30 PM.
- 6. Public Comment** – None
- 7. Adjournment** – 9:15 PM