

The **Master Plan Committee** Meeting of the Town of Cortlandt was conducted on **September 9, 2015** in the Vincent F. Nyberg Meeting Room of the Cortlandt Town Hall located at 1 Heady Street, Cortlandt Manor, NY 10567 with the following committee members and appointed staff in attendance:

Master Plan Committee:

James Creighton
David Douglas
Michael Fleming
Seth Freach
Dani Glaser
Barbara Halecki
Adrian C. Hunte
Michael Huvane
Theresa Knickerbocker
Maria Slippen

Staff Advisors:

Linda Puglisi, Supervisor
Edward Vergano, P.E., DOTS Director
Chris Kehoe, AICP, Deputy Director of Planning
Rosemary Boyle-Lasher, Assistant to Director of DOTS

AKRF Consultants:

Michelle Robbins
Anthony Russo
Flaam Hardy

Tom Wood spoke about the new moratorium and that it is not a blanket moratorium to prevent everything but explained the Town Board went through many of the Master Plan policies such as the MOD, the overlay district, the transportation district, some of the waterfront uses along the river, etc. so if the Town Board enacts the local law, developments under certain special permits in those areas will be suspended for a period of 9 months or less and that allows the Town Board to get through the process of adopting the Master Plan but also to perhaps have the staff work simultaneously with the actual legislation of the need to implement some of the Master Plan policies. The Town is working with AKRF and reaching out to some stakeholders around the hospital and hope that by April/May time frame or within 9 months of the moratorium the Town Board will be able to conduct that process and perhaps amend our existing zoning ordinance to allow the uses that Master Plan Committee envisions and to remove some other uses.

Supervisor Puglisi explained that we are already working on some of the Master Plan Committees ideas and added that a few committee members will be selected by the Town Board to serve on an Implementation Committee; however, we still want input from everybody. A thank you dinner will be planned in October, as a small token of appreciation to thank the committee members for their work on the 2016 Master Plan.

Michelle Robins stated that two Master Plan Chapters are “in-design” (Sustainability and Historic Preservation). All comments received have been incorporated into these chapters. Michelle noted that in the Economic Development and Commercial Land Use Chapter that we wanted to incorporate the Verplanck Waterfront Master Plan as part of the overall Master Plan and when thinking about how to do that it was decided to do a section where the waterfront is described and a graphic of the Verplanck Waterfront Master Plan shown. The entire Verplanck Waterfront Master Plan will also be included as an Appendix to the 2016 Mater Plan. The Annsville Waterfront will also be shown in the plan here. Chris Kehoe will need to give Michelle the latest updates on the Annsville Waterfront. Chris asked if perhaps it should reside in the Open Space or the Recreation Chapter. Michelle explained that the waterfront revitalization section is in the Economic Development chapter so that is why it was decided to but the waterfront Master Plan in this chapter. It can be discussed and changed. Chris suggested that some additional text be added. Anthony asked if Annsville had economic components. Chris and Rosemary answered that it does, although it is different than Verplanck. Michelle noted that in the Economic Chapter boxes were used to highlight Cortlandt Boulevard, MOD, TOD and the Waterfront Sustainability District (WSD).

Chris Kehoe noted that under WSD, there previously had been a lot of discussions about *all current uses are allowed to remain*. He asked do we want to change this language. Seth stated that the current uses be allowed to remain but Rosemary asked if the line is needed at all and just keep *expand list of allowable uses* where appropriate. Chris asked if it was put in there to be a calming influence. Michelle stated that was the initial idea. Seth noted that whether the line is kept in or out, it doesn't change the law that will be part of any future implementation of the Master Plan. Jim asked if someone could read into it that if there is a current use there then obviously that person will have the opportunity to continue their use within certain legal restrictions but if somebody else wants to introduce that same use in a different place then somebody might want to start looking at that saying “well that current use is allowed to remain so I can do it also”. Seth explained that is the difference between a current use and a new use. Tom Wood will take a look at this.

The logo's and cover page options were discussed and reviewed.

Seth suggested the logo be used without the year because it will be the Master Plan for many years. Chris and Rosemary would like a cover that also showed a house besides just the pictures with water. Master Plan Committee members agreed that it would be good to have a residential image on the cover. Chris also suggested showing a commercial building on the cover. Michael Huvane agreed that the date with the symbol doesn't work because it is a living document and you have 2016 stated underneath. Michael would like more diversity in the photos. Michael Fleming suggested a picture of the hospital or school. Master Plan Committee members discussed the school idea and then felt it might be better to not have a school on the front cover since the Town has no direct domain over the schools. Seth thought that the Croton Dam and Bear Mountain Bridge photos are used everywhere and thought something different should be shown.

David noted that the bridge and the dam are the most visually striking area in the town and asked

why you would rather show a house rather than the dam. Rosemary commented that the challenge is getting the highest quality photos. Jim Creighton suggested that the additional photos be used in the collage on the back cover.

Michael Huvane spoke that as a person that Jet Ski's and kayaks on the Hudson, you give one the impression that we are all sitting on the waterfront everyday and while we are a waterfront community, that is only one aspect of Cortlandt. Rosemary suggested perhaps if we use a cover showing a lot of waterfront we have to eliminate it in the smaller boxes. Flaam will review the pictures and come up with a few new options.

Michael asked if pictures from the summer concerts at the Cortlandt Waterfront Park can be used. Everyone thought that was a great idea. Adrian Hunte mentioned there were not too many pictures of people. Rosemary explained that was a challenge because you need approval from the people in the pictures. Anthony will ask his friend that lives in Cortlandt if he can take a picture of his house and children to use.

We will post a request notice on the Town's Facebook page asking for high quality pictures. Adrian asked how we can make sure we distinguish ourselves from the City of Cortland, in upstate New York. She asked to add that the Town of Cortlandt is located in Westchester County. Seth mentioned that it is on the Town Seal and that will identify it wholly as the Town of Cortlandt. He doesn't think there will be any confusion if someone reads the document. Adrian stated that people still confuse us with Cortland. Dani agreed that people are confused. Michael Fleming doesn't think we need to address this issue in the Master Plan and there was no reason to add Westchester County. He doesn't see the benefit. Adrian believes it is an identifying marker.

Michael Fleming suggested the picture of Cortlandt Boulevard on Chapter 5, page 8 be removed because it isn't a good picture (yellow lines need painting). A picture of the Cortlandt Boulevard sign may be better to use. Chris Kehoe noted that we would still like to show the traffic on the road and while the yellow paint is not attractive it is only one aspect of what is being show in the phone.

Seth spoke about Chapter 1, page 9 - Resource Management - stating that the policy and metric seem like an anagram of each other. Rosemary noted that this metric is achievable. Master Plan Committee members decided to leave as is.

Chris asked Flaam if on Chapter 1, page 11 the VA picture will be eliminated. Flaam explained that the picture can be used somewhere else in the document. Michelle would prefer to show a picture of the main building on campus, rather than just the sign, and asked if we were allowed to go onto the property. Chris will get permission.

Rosemary asked Dani, if on page 14 and 15, all the sustainability logos were correct. Dani asked that another picture of the Green Team logo be used because this one is a bit fuzzy.

Chapter 8, page 11 shows a picture of the main building of the VA. Rosemary noted that on Chapter 1, page 17 that Table 1-1 (Differences between a Traditional and Sustainable Master Plan) belongs earlier in the document. Perhaps put on page 3.

Michelle would like to ask Tom Wood if we can call the document a Sustainable Master Plan or do we have to call it a Comprehensive Plan? Is it ok to call it a Sustainable Comprehensive Master Plan? Chris added that the NYSEDA logo will be used on the cover. The word Comprehensive must be used. Chris suggested 2016 Sustainable Comprehensive Plan. Comprehensive will replace Master Plan. Seth asked if the Sustainability Principles should be listed in alphabetical order.

Chapter 1, page 7 Metric *Number of vacant/underutilized commercial and industrial buildings that have been reused or redeveloped*. Rosemary is concerned with the ability to evaluate what is currently that number, because we have not done an extensive study on that number. How do you know what you have achieved if you do not know what it is based on?

Chris noted that most of our construction involves construction of new buildings; we are not an urban environment. We don't rehab a lot of old buildings, so this may not be the right metric. Seth asked if that is something that can be measured based on Planning Board submittals. Michelle isn't sure we have to go back in time, we can just say from a point forward. Jim Creighton said it is almost never presented. Michelle thought if they ever redid the VA hospital, this would be an example. Seth suggested that instead of the number of buildings use the square footage. Rosemary stated again that it is very hard to track. Anthony asked what role NYSEDA will play in checking on this metric. Michelle said when the final report is prepared it can be noted that there has been no movement on this particular metric. Jim noted that NYSEDA funded a vision statement, they can't make the town do all of this.

Chris Kehoe suggested that the metric chapter 1, page 9 Public Health, the word sidewalk be use instead of pedestrian trail. Sidewalks are easily measured. All 9 chapters will be "in-design" October 1st. The MPC will not receive draft of the hard copies. This is a Sustainable Master Plan.

Rosemary asked the people serving on the Zoning Board and the Planning Board, at your next meeting, to ask the Chairman if you can talk with your individual committees and provide them with an update on where we are in the Master Plan process. The Town Board will have it soon and the formal referral will go to the Planning Board for their comments.

The Master Plan Committee officially voted to refer the Master Plan documents to the Town Board. Jim Creighton made the motion to officially refer this version of the document to the Town Board, so moved, seconded by Theresa Knickerbocker, with all in favor, saying "aye". Rosemary Boyle Lasher acknowledged that the motion passed.

Meeting was adjourned at 9:10 pm