**Town of Stanford**

**Comprehensive Plan Review Committee**

**Meeting Minutes of October 13, 2020**

**Committee Members Present via Video/Conference Call**

Gary Lovett, Committee Chair

Danielle Hardman, Secretary

Tom Angell

Conrad Levenson

Karen Mosher

Jeff Spiers

Richard Bell

James Sansum

**Others Present**

Wendy Burton, Town of Stanford Supervisor, Committee Liaison

Nina Peek, VP AKRF, Inc. Committee Consultant

Peter Striga, IT Department AKRF, Inc.

Madeleine Helmer, Deputy Project Manager, Planning AKRF, Inc

**Meeting Open – Introductions**

The meeting opened at 7:34 pm via Zoom Webinar.

Gary Lovett called the meeting. Peter from AKRF, Inc briefly reviewed with the panelists and public the Zoom meeting format.

**Public Comment**

No members of the public were present.

**Agenda items presented**

**Zoom meeting procedures and public attendance at the meetings**

Peter from AKRF, Inc reviewed for the panelists and the public the Zoom meeting format. Public attendees will type in their questions and comments in the Q&A. Q&A will be monitored and questions will be addressed at the end of the meeting or as a break in the meeting allows.

**Review of conclusions from last meeting**

Gary summarized the conclusions reached at the September 22, 2020 meeting:

1. Conduct of meetings

* Will have meetings via Zoom so public can listen and ask questions. AKRF will provide Zoom webinar links
* Will record for Danielle’s purposes
* Will post minutes on Town web site, but not videos
* Meeting structure:
  + Try to run by consensus. If can’t reach a consensus will vote.
  + Quorum = 4.
* Wendy will “advertise” committee in the Notes from the Supervisor message and on the Facebook page

1. Briefly discussed short-stay residences (AirBnB), did not reach conclusions, only that it needs more discussion, and we put it on our list of topics to discuss as part of the economic development topic.
2. Agriculture

* Agricultural preservation could be accomplished through voluntary methods such as transfer of development rights and conservation easements
* Town should be a “right-to-farm” community and pass its own RTF law; should post signs at Town’s entrances
* Town should change zoning code to define a “farmer’s market” and encourage them. Could make Town property available for a farmer’s market.
* Farm stays should be explicitly allowed in zoning code. Should they be regulated like a Bed and Breakfast? This was not decided.
* Should remove the requirement for “as-built” surveys

**Discussion of housing diversity**

Prior to the meeting, Gary supplied the Committee with a summary of how housing diversity was addressed in the draft plan, and comments from the public about this issue. The Committee also received a document of thoughts and ideas provided by Conrad.

Current plan has a recommendation of increased housing diversity in the planned development district. The planned development district has since been removed by the Committee due to public concerns around it, so alternate options need to be discussed. Other places where the draft plan addressed diversity of housing were:

* “Allow average density subdivisions for major and minor subdivisions to promote flexibility in design, environmental protection, and more diverse housing options.” (p.42)
* “Provide incentives, including density bonuses, to develop alternative housing options and site plan layouts.” (p.42)
* “Amend Zoning Code to increase flexibility for employee housing on land used for agriculture” (p. 67)

Comments received by the Committee were mostly related to the need for affordable housing for seniors and young people in the community.

Conrad recommended the Committee further define what affordable housing means within the Comprehensive Plan. He reviewed that all housing mostly takes place in the private sector and he believes the Town should make private actions to expand housing on existing lots more accessible. Conrad pointed out that reducing lot size does not immediately translate to affordable housing. He recommended the Committee find out how many rental units the Town has and what the distribution and size of the units are. Nina thought the County may have data on that and it is something that can be looked at to gauge where Stanford falls on the spectrum.

Tom asked Nina to review the legal requirements for including affordable housing recommendations in the Comprehensive Plan. She explained the Comprehensive Plan needs to provide accommodation for provisions of a variety of housing types. Nina stated she will look into the Fair Housing Accommodation requirements and how they are applied in Dutchess County.

James asked if there is a calculation for what percentage of properties should be considered affordable for a Town the size of Stanford. Nina said that there are goals but not necessarily a specific calculation. James commented the Committee should aim for a target and that the Committee should look at rental homes and first homeowner potential.

The Committee discussed whether they should find out what the demand is for affordable housing in the Town. Nina noted that the general standard for affordable housing is spending less than 30% of your annual income on housing costs. Committee agreed there is a lack of data and the Town could undertake a study of the supply and demand for affordable housing. Such a study should define what “affordable” means in Stanford. Recent statistics on home sales reviewed by the Committee show that housing prices have increased markedly in the area over the last several decades.

Gary listed, and the Committee discussed, current mechanisms that could potentially allow for a greater diversity of housing:

* Multi-family units
* Small lots with joint septic
* Accessory apartments
* Auxiliary structures
* Trailer parks
* Boarding houses
* Tiny houses

Relaxing restrictions on these approaches could greatly improve the availability of diverse housing options. Restrictions includes such things as the number of unrelated people that are allowed in a home, and the maximum size of auxiliary structures. The Committee agreed that the Plan should recommend loosening restrictions on accessory apartments and auxiliary structures. General policy goal to provide greater diversity of housing options in the Town by one or more of the strategies discussed above.

Jeff inquired about tiny homes and Nina noted that the NYS Building Code regulates the minimum size for dwelling units, and at this time, does not generally meet the size definitions for a Tiny House. Also, the code in Stanford does not allow for tiny homes at this time. Tiny homes are regulated the same as a regular home.

Gary noted that density of housing is limited without a public water and sewer system, therefore if smaller lot sizes are allowed, some sort of joint septic system may be required. The Committee agreed that Plan should define areas within the Town where allowable lot sizes can be reduced to allow for increased density.

Possible consideration of manufactured housing should be discussed further. Nina suggested that the Committee could add an additional overlay zone that would permit increased housing density, perhaps including manufactured housing and mobile homes, with provisions and conditions that need to be met by a developer. Nina suggested the Committee include a recommendation that the Town will investigate options for overlay zoning or floating zones that could allow for additional density, leaving the door open for further discussion. Richard commented he would like specific zones to be named rather than floating zones.

Nina will put together a draft of the Natural Resources and Agricultural sections for Committee review. Additionally, once the minutes are received, AKRF will start drafting text on housing diversity for further Committee review and discussion.

Gary suggested the next topics for discussion be the land-use map for Stanfordville and Bangall, and encouraging businesses within the Town. Nina suggested the current land-use map be updated and reviewed by the Committee for accuracy. AKRF will provide an up to date map for the Committee’s review next meeting.

**Next Meetings**

End of 2020 Committee meetings will be held on the following Tuesdays via Teleconference:

October 27, 2020

November 10, 2020

November 24, 2020

December 8, 2020

December 22, 2020

The public is invited to listen to these meetings by signing on through the following Zoom link: <https://zoom.us/j/99284835503>

Meeting Adjourned.

Respectfully submitted

Danielle Hardman,

CPRC Secretary