**Town of Stanford**

**Comprehensive Plan Review Committee**

**Meeting Minutes of September 22, 2020**

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

Gary Lovett, Committee Chair

Danielle Hardman, Secretary

Tom Angell

Conrad Levenson

Karen Mosher

Jeff Spiers

Absent: Richard Bell, James Sansum

**Others Present**

Wendy Burton, Town of Stanford Supervisor, Committee Liaison

Nina Peek, VP AKRF, Committee Consultant

**Meeting Open – Introductions**

The meeting opened at 7:34 pm.

Gary Lovett called the meeting and began with a roll call to identify those attending the meeting by conference call.

Gary welcomed Danielle Hardman to the Committee as the new CPRC Secretary. Danielle introduced herself to the Committee stating that she currently works full time for the Dutchess County Water and Wastewater Authority and will also be filling the part-time role as the Town of Stanford Zoning Board of Appeals Secretary.

**Public Comment**

No members of the public were present.

**Agenda items presented**

**How to make meetings accessible to the public and what information should be posted to the website.**

Wendy Burton presented the option for the Committee to live stream the meetings to the Town Supervisor Facebook Page. This would allow the public to write in questions and comments that the Board could circle back to during discussion. Nina Peek suggested the option of the Committee posting a Zoom Webinar link to the Town website. This would allow public attendees to participate actively while allowing the presenter to exercise control over discussion during the meeting. The Committee agreed the best option was to publicize meetings on the website and hold meetings via a Zoom webinar live stream. A link will be posted to the website for the public to gain access to the meeting.

**How to publicize to the Town what the CPRC is doing**

Tom Angell commented that the Committee should post meeting information such as upcoming meeting agenda and meeting minutes to the Website. Wendy will also include a notice of the Committee activity in her Message from the Supervisor emails. Additionally, such info can be posted at the Town Hall and local library for residents that may not be tech savvy.

Meeting organization was discussed and it was agreed that the Committee is progressing well using discussion to arrive at a consensus. In situations where no consensus can be reached, the Committee will take a roll call vote and set a quorum of four members who must vote to approve.

**Upcoming Topics for Discussion**

Gary reviewed upcoming Topics and asked the Committee to provide input on any other topics that may be of interest to review. Gary listed the following topics for review:

*Natural Resources*

*Agriculture*

*Diversity of Housing (Workforce Housing)*

*Encouraging Business Development in the Town*

*Land use in the Center of Stanfordville*

*Alternative Energy - Solar, Wind*

*Mining*

**Comments**

Jeff mentioned interest in discussion regarding short term rental / AirBnB regulations. Nina offered the Committee could address the Topic within the context of economic development or tourism and how the Town would regulate. Regulations would address safety concerns, fire protection, parking, any required permits or fees, etc. Tom confirmed that in the Town an AirBnb is considered a Bed & Breakfast and the zoning law requires a special use permit. The Committee agreed to add “Short-term rentals” as a discussion topic for a future meeting.

Wendy Burton asked for the Committee to confirm the Master Plan will not include the recommendation of establishing a central public water and sewer system at this time. Gary and Tom confirmed. Gary commented that identifying a wellfield or wellhead area for potential use in the future and protecting the area would be important to do now and further discussion should be had on the topic.

**Natural Resources Chapter**

Gary reviewed that at the September 8 meeting the Committee agreed that the Chapter would be kept largely intact but potentially include more details and explanation of recommendations, why the recommendation was made and why it is important. The Plan should emphasize that when the Town states explicitly what environmental features are being considered, it makes Planning Board review more transparent and more fair, and reduces discretionary decisions by the Planning Board. Additionally, it was agreed that efforts should be made to simplify the wording of the plan and make it more approachable. Conrad suggested including an executive summary. Nina recommended exploring different formatting options for the organization of the Comprehensive Plan. The Committee agreed.

**Agricultural Section**

Gary reviewed many comments received were in strong support of agriculture in the Town and how the agricultural section was presented in the Plan. The Town of Stanford Farm and Agriculture Committee had a few comments which the committee reviewed and were as follows:

*1 - Agreed with Farmland Protection efforts but felt land protections and conservation easements should be voluntary instead of regulated.*

Nina reviewed that currently all protected land and conservation easements in the Town of Stanford are voluntary. Tom mentioned he would like to see the Town state more clearly that it is a “Right to Farm” Community, following suit with both the County and State, who recently passed a “Right to Farm” law. Tom suggested that a “Right to Farm” Law in the Town would give a general policy statement that the Town is in support of farming and agriculture. The committee agreed with this suggestion.

Jeff mentioned taking a look at farmers market regulations and potentially loosening up requirements. Currently, single farmers are allowed to have a farm stand but hosting a farmers market includes more requirements that make it difficult for farmers. Nina suggested the Master Plan could make a recommendation that the zoning code be updated to include a definition of a farmers market that included multiple vendors if located on private property. The Committee agreed agriculture in the area is evolving and will recommend regulations be revised to make it more accessible for alternative agricultural businesses to operate on private property. This includes “farm stays” which are short-term rentals at farms where the visitor gets to take part in farm work.

*2 - Planning Board review of new residential development and “As-Builts” burden farmers.*

Gary reviewed the comment was in reference to a provision included in the Master Plan that Planning Board review should include “As-builts”. The Committee agreed with the comment and will remove the language from the Master Plan.

**Next Meeting**

Review of Diversity of Housing Chapter

October 2020 committee meetings will be held on Tuesday, October 13, 2020 and Tuesday October 27, 2020 via Teleconference.

Meeting Adjourned.

Respectfully submitted

Danielle Hardman,

CPRC Secretary