

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

**Preparation of Zoning and Subdivision Regulations**

**Meeting 3**

**June 5, 2007**

**5:30 PM, Putnam Valley Recreation Department**

**Meeting Notes**

**Attending:** Karin Greenfield-Sanders, Irvine Flinn, Eugene Yetter, Tom Carano, Ross Keating, Sam Davis, Mike Welti, and Jan Johannessen

**1. Welcome and Agenda Review**

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

**2. Old Business.**

The committee agreed that both Bill Zutt and David Gordon should review the proposed zoning and subdivision regulation drafts. Since the involvement of two attorneys was not contemplated in TCC's scope of work for this project, it was suggested that the two Attorneys' work together in the delivery of one work product in order to limit inconsistencies between their comments. Furthermore, it was decided that both Attorneys' should be present at future CPRC meetings.

**3. Comprehensive Plan**

Mike distributed a new version of the Draft Comprehensive Plan. The plan had been updated following the last meeting to include changes that the CPRC requested in response to the comments received at the public hearing or submitted by mail. All of the changes were discussed by the Committee and additional minor edits were made.

In accordance with Section 272-a of New York State Town Law, the CPRC unanimously passed a resolution to forward its Final Draft Comprehensive Plan (with the minor edits discussed tonight) to the Town Board with a recommendation that it be considered by the Town Board for adoption.

**4. Zoning and Subdivision Regulations**

TCC distributed a revised copy of the Draft Zoning Code (dated May 31, 2007) to the members of the CPRC. Since the last meeting, TCC updated the Draft Zoning Code, originally prepared by TCC and Bill Zutt under a separate initiative, to be consistent with the Draft Comprehensive Plan. Additional text or text changes were highlighted to identify revisions from the previous draft. The discussion focused on the changes made since the last distribution, which included, but were not limited to: the establishment of new zoning districts,

changes to off-street parking requirements, a new biodiversity section, a new blasting section, conservation subdivision requirements, significant changes to the provisions of the Hillside Management District, and inclusion of duplexes and multifamily housing with special use requirements.

Edits were made to the Draft Zoning Code and members of the CPRC will provide additional comment to Karin by the end of the week. Karin will create a master document containing all edits and will forward it electronically to Jan. TCC will incorporate all edits and distribute a new version of the Draft Zoning Code to the CPRC, David Gordon, and Bill Zutt in advance of the next CPRC meeting.

5. **Next Steps** – In the coming days, TCC will make the final edits to the Comprehensive Plan and forward the document to the Town Board, members of the CPRC, David Gordon, and Bill Zutt. The next CPRC meeting will be held at 5:30PM on June 26<sup>th</sup> at the Parks and Recreation Department.
6. **Public Comment** – None
7. **Adjournment** – 8:30PM