

Comprehensive Plan Meeting

January 4, 2020 9:00AM

Attendance: Abi Mesick, Jeanne Veillette Bowerman, Dave Everett, Tim Mackerer, Jeff Cox

Absent: Cindy Buckley, Donna Staron

Public Comment during committee meetings: Committee agreed that the public is welcome to attend meetings as well as provide written comments to the Committee via email or letter. Will discuss with the webmaster the possibility of creating a Comprehensive Plan Committee email address.

Future Meeting schedule:

Every Saturday at 9AM at the Town Hall

Communication with the community:

Will publish a notice on the website to include the following:

- The need to update the plan every 5-7 years
- Link to the current Comp Plan
- Email address for the Comp Plan Committee
- We will identify citizens who represent a group/hamlet in our town to assist the committee's efforts

Outreach Plan for Comp Plan Update Process:

- Set a public hearing about the current Comprehensive Plan. We're considering providing a list of issues ahead of time for the public to specifically share opinions on.
- Organize meetings with each of the hamlets
- Create an email and hard-copy survey – new survey will be informed by consideration of old survey and surveys conducted by neighboring towns.

Note: for both email and hard-copy surveys, requirement to put name and address to confirm they live in the Town of Chatham. If information isn't supplied, the response will be discounted.

- Work with the Communications Committee to get information to the public
- Public hearing for the Updated Comprehensive Plan

Hamlets: Need to find liaisons for each hamlet to volunteer to help organize communications with their neighbors, understand each hamlets' unique needs, and set meetings within each hamlet for the Comp Plan Committee to attend.

Preliminary Master List of Information Needed for Updates:

- Planning Board and ZBA: Track what is coming in front of them for consideration
- Building Dept information: Permits for new home construction; permits for new businesses; accessory structures (apartments/studios/additions)
- Mobile home park information
- Hamlets

- Compile questions and comments from the public meeting at the Tri-Village Firehouse
- Ask Beth Anne if the committee can get the index cards from that meeting.
- Data from Host Compliance
- Data on how many vacant homes
- CAP
- Outreach to fire departments and first responders
- Hunt Club
- Committee of the Aging Revisory Board
- Update of maps
- Census data

Action Items:

- Recommendations on any small issues to be addressed in the current plan.
- Info from Tri Village Fire House meeting to inform survey – index cards, emails and letters
- Appendixes from the Comp Plan
- Copy of the 100+ changes to zoning
- Host Compliance report
- Look through Town Board Minutes to find public comments on the Comp Plan:
- Starting January 2018 to December 2019
 - Tim: January to August 2018
 - Jeff: Sept 2018 to April 2019
 - Jeanne: May to December 2019 and back before Jan 2018
- Draft up website announcement for the Comp Plan

Adjourn at 11:40am

Respectfully submitted by Jeanne Veillette Bowerman