

**Pittsfield Town Planning Board
Meeting Minutes
May 7, 2024**

Call to Order: 6:05 p.m.

Roll Call:

Paul Stein - Board Chairman - present

Cooper Keyes - Board Member - present

Larry Keenberg - Board Member - present

Travis Barnard - Board Member - present

Cindy Taren - Board Secretary - present

Others Present - Liam Keyes (Town Councilman), Deidre Stav and Tom Golden (alternate Board Members)

Comprehensive Plan - Board members will begin drafting a new Comprehensive Plan to present to the Town Board. We are using the unadopted 2013 version as a foundation and template. Liam suggested that we do a mass mailing when we complete our draft and schedule a public hearing. The board members agreed that we should attempt to highlight the profound impact of a Comprehensive Plan on both our town's ability to receive state and federal grant money, as well as reducing taxes.

Actionable items: Members will come to the June meeting prepared with any edits or revisions they would like to make to the 2013 draft. We will prepare an updated town mailing list to send residents *postcards* about the public hearing on the Comprehensive Plan as soon as the draft is completed and tentatively approved by the Town Board.

Site Plan Laws (Land Use Laws) - The Planning Board would like to discuss implementing some land use laws within the town, in addition to making a proposal (to the Town Board) to review Site Plans. Liam is checking to see if the town currently has any land use laws in place. All members agree that some basic land use laws may be beneficial. Specifically, the Planning Board's review of Site Plans would consider the overall impact on the neighborhood with regard to compatibility of design with community character and natural landscape. Actionable item: Using the Site Plan Review booklet from NY DoS along with the Town of Butternuts Site Plan Law, members will come to the June meeting prepared with proposals for a Site Plan Review policy that we will draft and present to the Town Board.

Planning Board Charter - Cindy made a motion for a Planning Board charter (attached). Members will vote on the adoption of the Charter at the June meeting.

The next Planning Board Meeting is scheduled for June 4, 2024.

The meeting was adjourned at 7:00 p.m.

Minutes of May 7, 2024 Planning Board Meeting were taken and typed by Cindy Taren (Planning Board Member/Secretary).