

Pittsfield Planning Board, Regular Meeting Minutes, March 5, 2026

Call to Order: 6 p.m.

Roll Call:

Paul Stein - Board Chairman - present

Larry Keenberg - Board Member - present

Dwayne Jackson - Board Member - present

Cindy Taren - Board Secretary - present

Others present: Deidre Stav (alternate planning board member)

Minutes from 2/5/2026 were read and approved as read.

Privilege of the floor, old and new business -

The town board appears amenable to the planning board's proposal for Quarterly Inter-Board Coordinating Meetings. The chairman or planning board representative will work out specifics with the Town Board for issues such as schedule of meetings and agendas. Paul suggests these take place 30 minutes prior to a regular meeting in order to limit extra trips.

Workshop session debriefs -

The board continues to discuss those elements of the subdivision regulations and documents that may need revision. Those items which have been discussed and voted on today are attached to these minutes. When all updates are duly considered by this Board through simple motions, the Board will hold a public hearing on the updates and revised draft regulations before submitting the revision to the town board for approval.

Meeting adjourned at 7:05 pm.

Motion: C Taren

Seconded: L Keenberg

Carried: 4/0/0

The next Planning Board Meeting is scheduled for April 2, 2026.

Minutes of the March 5, 2026 Planning Board Meeting were taken and typed by Cindy Taren.

Subdivision updates approved by vote of the planning board on 3/5/2026:

Edit the definitions of "Major" and "Minor" subdivisions as follows:

MAJOR subdivision - Any subdivision not classified as a minor subdivision, including but not limited to, subdivisions of 5 or more lots, or any size subdivision requiring any extension of municipal facilities or infrastructure.

MINOR subdivision - Any subdivision containing not more than 4 lots, not involving any extension of municipal facilities or infrastructure, and not adversely affecting the adjoining properties.

Motion: P Stein Seconded: L Keenberg Carried: 4/0/0

Revise the definition for Environmental Assessment Form (EAF) to include distinction between the short and full forms.

Motion: L Keenberg Seconded: P Stein Carried: 4/0/0

Change all occurrences of "his" to the gender neutral "their," or omit the possessive adjective altogether to ensure our SD Regulations are modern, professional, and inclusive of all property owners.

Motion: C Taren Seconded: P Stein Carried: 4/0/0

Revise the entries for "Sketch Plan" and "Resubdivision" for clarity.

Motion: D Jackson Seconded: L Keenberg Carried: 4/0/0

Revise the entry for "State Environmental Quality Review Act (SEQR)" as follows: "A New York State law that requires government agencies to equally examine the environmental impacts along with the social and economic considerations before approving or undertaking discretionary actions. SEQR requires a multi-step decision process that must be completed before plat timelines begin to run."

Motion: P Stein Seconded: C Taren Carried: 4/0/0

In Article 2 Definitions (p5) - Removed the entry for "subdivider" as this is just a repeat of the entry "applicant" under a different name; all occurrences of "subdivider" will be changed to "applicant."

Motion: D Jackson Seconded: L Keenberg Carried: 4/0/0

Revise the entry for "Type I Action" from "An action that is likely to have a significant effect on the environment as listed in Part 617.12 of the SEOR Law." to....."An action that is more likely to have a significant adverse impact on the environment than an Unlisted Action, and which may require a Draft Environmental Impact Statement (DEIS) as listed in section 617.4 of the SEQR Act."

Motion: P Stein Seconded: L Keenberg Carried: 4/0/0

Revise the entry for "Unlisted Action" for clarity as follows: "An action that does not meet or exceed a threshold contained in the Type I list. An Unlisted Action requires a determination of significance under SEQR and may require preparation of a draft E.I.S."

Motion: D Jackson Seconded: C Taren Carried: 4/0/0