

TOWN OF CAIRO
Zoning Commission

Minutes of July 30, 2007 Meeting

In attendance: Jeff Shapiro, Bill Hummel, Sue Oldakowski, Doug Ostrander, Nan Stolzenberg, John Gallagher, Mary Pesez-Kames, Alice Tunison, Peter Maassmann

Absent: M.A. Tarpinian, Rich Booth

Meeting called to order with the Pledge of Allegiance.

Jeff Shapiro requested an e-mail or telephone call if you are unable to show up for a meeting.

Volunteer needed to put notices of regular meetings in newspapers. Suzanne volunteered to do it; Alice to give her any information needed.

Jeff also mentioned dates of meetings since Bill cannot make Mondays. It was decided to table it for another month so everyone can recheck his or her schedules and decide what day everyone could come on a bi-weekly basis.

Minutes of last months' meeting - Alice said that Janette will not be doing the minutes any more. It didn't work out as well as we hoped. Mary offered to provide a synopsis of sorts. We can review them at the time of the voting and possibly add to them. Mary said if each member remembered what they had said she could possibly piece them together. Jeff suggested Mary e-mail the notes she had to everyone hopefully to trigger their memory as to what they had said and they could get back to her.

Jeff asked if anyone could transcribe the minutes. Alice reminded him that Mrs. Hummel had volunteered. It was suggested to save the tape until the minutes were approved, and then tape over it. So there would be two tapes working at a time.

Press release and brochure update – Nan said she had the changes made and everything updated and had copies for everyone. Additional corrections were made at the meeting, approved by all, and Nan will be making the final copies. Assuming everything is set the press release is ready to go to the papers and the brochure can be put on the website.

Suzanne will be the contact person for the Daily Mail and the Greenville Press. Hard copies will be placed in Town Hall and library and on bulletin board in post offices. Nan will send copy of press release and brochure to everyone on committee.

Web site is up and running and all information put on.

Buildout and data collection update – due to problems with the county, data was only collected at the last minute and Nan was unable to have the buildout analysis ready. No information was attained from the township, either. Additions were received from the planning board.

Nan said she can go back to 1998 and has tax parcel information for each year and can track subdivision and changes back to 1998 or 1999 up to 2003. Needs to be updated to 2007. Growth from that point on needs to be brought to the public's attention. It is important to get the information from the building inspector.

Review of some features in Cairo – Lot of environmental constraints, some regulations are already in place. Floodplain regulations are usually woven into zoning. Are there floodplain protection laws on the books? Need a 100-foot setback to preserve creek vegetation and environment. Need to check with building inspector. Nan said she would have Don make a list of DEC protected streams. DEC regulates wetlands of 12.4 acres or larger; Federal government (Army Corp of Engineers) regulates any size wetlands. Below 12.4 acres a 40 foot setback is usually required by DEC. Applicants need to be aware of requirements.

Rural planning – rather than limit lot size to 1.25 acres change it to read “Average Density Development” (1 dwelling per 1.25 acre on average). Gives the builder flexibility in lot size as long as it averages out to 1.25 acres per dwelling. In the towns and hamlets 1.25 acre lot limitations works better.

Clustering vs. Conservation sub-division - Conservation sub-division preserves more open land in a development,

Traditional neighborhood development – a flexible system is needed, economic development that protects the character of the community. Commercial and industrial uses are welcome but they need to enhance the character of Cairo. Special use permit can control large business use.

Site plan review law – site plan law needs to be incorporated in zoning. It will be more legally defensible that way. If you choose not to go with zoning, the site plan law now on the books needs to be strengthened to cover all options. Jeff asked if just reviewing the site plan law would be the quicker way to go and Nan agreed. It was proposed to review the site plan law immediately and then go ahead with zoning and incorporate the site plan law into zoning. Nan said the comprehensive plan right now would allow you to update the site plan review. Nan recommended the zoning commission write a report to the town board saying the site plan needs to be upgraded immediately and it will eventually be incorporated into the zoning laws. They will send it to the county for approval, a public hearing needs to be held and they can adopt it as an amended local law. It was voted on to have Nan write up a site plan review law and have it ready for the next meeting.

Environmental protection – need to create an overlay marking steep slope areas and ridge lines that Don can incorporate on the map so that certain standards will have to be met for those areas, also for an erosion & sediment control plan.

Need to share the above information with the planning board so everyone is on board. We might need to look into creating a zoning enforcement officer in addition to having a building inspector. The job would be divided into building permits and NYS building codes (building inspector) vs. local zoning and building codes (zoning enforcement officer).

Incentives - Zoning incentives can be built right in. They offer two benefits – quicker processing through the system and cover density bonus. We should try to build in as many incentives as possible.

Don will be at the next meeting on 8/13 to explain the buildouts.

Nan will have the site plan review ready before the next meeting she attends on 8/27.

Submitted by: Carol Hummel