

Minutes  
Town of Caroline Planning Board Meeting  
8/20/2020

1) Final Draft of Comprehensive Plan

All minor changes were approved. We decided not to amend Appendix A (Reflections and Assessment of Previous Plan) with any additional language comparing zoning to site plan review and subdivision review. If it seems called for during public comment, we would add such an assessment during the first round of revisions (and/or the Town Board can add a discussion once they officially have the plan). We decided to replace the cover image with the version Val created. Various typos will be fixed: 2006 Comp Plan for 2016 Comp Plan, respondent for respondant, viewshed for view shed and anything else noted.

Bill is working with Jessie to create an ADA-compliant pdf of the Comp Plan.

2) Public Hearing

The Planning Board's public hearing on the Comp Plan will be Thursday, September 24<sup>th</sup> at 7:00 pm. It will be a "Zoom" hearing; folks with limited Internet access will be encouraged to use public WiFi at the Town Hall, access WiFi at Brookton's Market or the Brooktondale Community Center, or dial in on a regular phone.

Town website will make it clear that any written comments submitted will be part of the public record and will be posted on the town website. Jessie will take minutes of the oral comments made at the public hearing and those will be posted as well.

The Planning Board will not respond to questions asked during the hearing (the hearing is time for the Planning Board to listen, not give feedback). We will collect and summarize the questions on the town website and, if it seems appropriate, respond there.

Comments submitted to the Planning Board email will get a reply acknowledging that they have been received.

3) Outreach

Sings: Fed Ex Printing will print six signs; we revised the wording to simplify and emphasize the public hearing. Revised sign sent out to committee Friday via email. Signs should be done on Tuesday, 8/25; Mark will pick them up and he and Katherine will work out distributing them. (Note: in discussion with Fed Ex Friday morning, they are advising using three "H" posts per sign, not two as discussed in the meeting. And really they advise wood posts. See what you think—I have a bunch of wood posts and can shore the signs up when I get back if y'all think it's necessary.) Tentative locations are:

Town Hall

Brooktondale Community Center OR Brookton's Market

Town Barns (Highway Department)

Tim's house

Speedsville Commons

and a TBD—could be Chad’s house across from Post Office, could be somewhere in Caroline Center, or ???

Mark and Katherine will work on getting permission where that’s necessary.

Listservs: Bill will get a notice to Velvet for the town listserv and a copy to Charles for the Brooktondale listserv.

Old Mill: Mark will mention public hearing and comp plan in his supervisor remarks; Bill will also ask Emily to create a prominent box highlighting the info elsewhere in the newsletter (likely the front page).

Newspapers: Jessie will put the official notice in the Ithaca Journal and also place an ad in the Pennysaver.

Flyers: if someone gets motivated to make a flyer, then we can post those at the usual locations.

PSA’s: Bill will submit public service announcements to Cayuga Radio Group and WSKG.

#### 4) Task Force on Economic Development

Pending final decisions by the Town Board, it’s possible the composition will be one representative each from the Town Board, Review Board and Planning Board and five or six appointees from town residents. Katherine is our tentative rep, pending her decision of whether she would like to commit to this.

#### 5) Planning Board Meeting Schedule

In general, the Planning Board will meet on the second Thursday of each month at 6:00 pm. There will NOT be a meeting on the second Thursday of September.

We will have a special “debriefing” meeting the day after the public hearing (Friday, Sept. 25<sup>th</sup>), time TBD.

#### 6) Next Steps

- (a) Review public comments and revise the Comprehensive Plan draft
- (b) Work on solar and wind siting law (take up at the October Planning Board meeting)
- (c) Town telecommunications plan (spring, 2021)

Planning Board needs two new members—we should spread the word at the public hearing and among those on the task force.