

**Minutes of the Zoning Commission of the Town of Caroline
Meeting on Tuesday, July 13, 2021
7:30 p.m.–9:00 p.m.**

The meeting was called to order at 7:35 p.m. by Barbara Knuth (sitting in for Chair McPheeters) in person at Town Hall and via Zoom.

Attendees:

Zoning Commission Members: Ernie Bayles (Zoom), Michelle Brown (in person), Barbara Knuth (in person), Bruce Murray (Zoom), Val Warke (in person), and Tim Murray (in person), Town Board Liaison

Others: Consultants Nan Stolzenburg and Rick Lederer-Barnes (Zoom), Town Supervisor Mark Witmer (in person), Others in person and on Zoom

Excused: Evie Weinstein, Jean McPheeters

- 1) Privilege of the Floor: Opportunity to bring forward matters of concern. (3-min limit) .
 - a. Wil Lawrence provided oral comments and will follow up with written comments to the Town Clerk to be distributed to the Zoning Commission for consideration. Wil spoke in favor of including age-friendly concepts in the Zoning Commission's statement of purpose and offered specific language: Include age-friendly community considerations in the Town's formulation and review of zoning regulations.
- 2) Approve Minutes of the June 27, 2021 meeting (approved with no objection)
- 3) Town Board Liaison Report: Tim Murray noted the Planning Board and the Town Board are considering how the Planning Board might be involved appropriately in the work of the Zoning Commission.
- 4) Planning Board Liaison Report: Val Warke provided an update on the work of the Planning Board focusing current efforts on solar battery siting and criteria, including meeting with local fire chiefs to learn about safety and other challenges that should be considered, and noting that battery issues may benefit from larger government coordination (e.g., county level).
- 5) Presentation by Consultants: Nan Stolzenberg and Rick Lederer-Barnes
 - a. Review of Site Plan Review and how that works in relation to zoning and other tools. Site Plan Review is limited to one parcel, and ignores the type of use, so cannot be used for subdivisions nor to evaluate a project related to type of use. Site Plan Review is a complement to Zoning. Zoning addresses types of use and multiple parcels, broader locations. Special Use Permits consider uses and how they function in a location (unlike Site Plan Review). Zoning laws may include both Site Plan Review and Special Use Permits. Special Use Permits place conditions on the use.
 - b. Zoning Checklist. The Commission discussed the Zoning Checklist at an earlier meeting, in relation to the Town's Comprehensive Plan. Commission members should keep checking back to the Zoning Checklist to assess how these different

- tools, and options within tools (e.g., possible zoning districts and overlays) reflect the elements of the Zoning Checklist and the Comprehensive Plan.
- c. Presentation of a layered PDF map that has all the natural resources and assets covered in the Comp Plan and NRI. Document was sent to Commission members and posted in the Google drive for ongoing review. Layers fed into how consultants identified the “possible districts” scenarios for discussion.
 - d. Asset Gradient map – all resource layers on top of each other. Presented and demonstrated how to view different layers. Sent to Commission members and posted in Google drive.
 - e. Zoning District Possibilities for illustration and purposes of discussion only – none of these imply that any decisions have been made or will be made. Sent to Commission members and posted in Google drive. Also see Nan’s narrative document in Google drive and sent to members.
 - i. Zoning District Possibility 1: One district covers entire Town with four (or more) overlay districts to address certain resource issues (natural resources, agricultural resources, water resources, scenic resources).
 - ii. Zoning District Possibility 2: Two districts, Hamlet and Everywhere Else. Overlay districts to address resource features.
 - iii. Zoning District Possibility 3: Five Hamlet Districts and Everywhere Else. Or could combine some hamlets to have fewer Hamlet Districts. Overlay districts to address resource features.
 - iv. Zoning District Possibility 4: Five Hamlet Districts (or fewer), Commercial District, Industrial District, Agricultural District, Rural/Conservation District, Water District (or overlay).
 - f. TO DO: Between now and next meeting, Commission members should review these documents against the Zoning Checklist, examine map layers and how they interact, examine different zoning district scenarios. To next meeting, bring concerns, questions, what needs more explanation, what works for you, what doesn’t. No decision-making at this point. Next meeting will be open, honest, non-judgmental initial reactions to the various possibilities presented (and others that may arise in questions & discussion). Following meetings will be used to dig into significant questions (e.g., boundaries of hamlets; how many hamlets; implications of layers; implications of Special Use Permit requirements; etc.).
 - g. Other items to discuss at next meeting as time allows: Consultants will outline decision-making tree. Consider timing, content, and format for seeking public input in these early stages of discussing zoning district possibilities and associated questions.

Next meeting: July 27, 2021 7:30p.m.