

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
January 7, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Eileen Pilla (Village)
Dennis Robertson (City)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Anthony Landi, Commissioner, Department of Environmental
Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jerry Mulligan, Acting Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Gina D'Agrosa, Director, Water Agency
Pat Natarelli, Director of Capital & Facilities Planning
Bill Brady, Associate Planner
Jeff Williams, Historic Preservation Planner
Linda Pina, Planner
Lukas Herbert, Planner
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Larry Salley, Commissioner, Department of Transportation
Barbara Dodds, Board of Legislators
David De Lucia, Parks Department
Edna Sussman, Federated Conservationists of Westchester County

I. Call to Order

The meeting was called to order at 8:15 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are February 4, March 4 and April 1, 2003.

Westchester County Planning Board

January 7, 2003

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III. Adoption of Minutes

The minutes of December 10, 2002 were approved on a motion of Ms. Pilla, seconded by Mr. Douglas.

IV. Chairman's Remarks

Mr. McKenna congratulated Mr. Mulligan on his appointment as Acting Commissioner and said he felt that his professionalism was of the highest order and it would be appropriate for him to become Commissioner.

Mr. McKenna said although he missed the last meeting, he was pleased to see the discussion with Scenic Hudson and wondered whether it had been a useful one. Members said it had been useful, but commented that the relationship with the Board might not be easy to continue on an on-going basis. Mr. Mulligan observed that Scenic Hudson took a project-by-project approach whereas the Planning Board emphasizes a comprehensive approach. He added that working with regional agencies is a valuable endeavor. He said the Department will reach out to more such agencies.

V. Commissioner's Remarks

Mr. Mulligan wished all present a happy New Year. He noted that it had been a while since the Commissioners of DPW, DEF and PRC were all able to attend and thanked them and Commissioner Salley of County DOT for coming. He briefly discussed the serious budget situation and implications for the Department. If the sales tax increase is not passed by Albany, a contingency budget will go into effect which could mean deeper cuts. The Department is affected by losing its equipment budget, as well as travel and staff training, but has not lost any positions. The County needs sales tax authorization by February 10. Mr. Mulligan said although the new homes acquisition funding has not been cut, several projects are in abeyance because 12 votes are needed by the legislature in order for them to continue and those votes are not there right now.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- November 16, 2002 through December 15, 2002

Members voted to ratify the actions of staff on a motion of Mr. Hosey, seconded by Mr. Fitzgerald. Mr. Smith abstained from all projects in Cortlandt, New Castle, Pleasantville and Yorktown.

B. Current Referrals

Yonkers Downtown Ballpark YON 02-048C – Special Permit Site Plan, Draft EIS

Mr. Herbert gave a PowerPoint presentation of the ballpark proposal at Getty Square on a site known as "Chicken Island". He discussed the physical characteristics of the site and showed slides of the surrounding neighborhood. Several businesses in the area would need to be acquired, but should they want to relocate in the new buildings, the rents would be

double. The stadium is proposed to be a 6,500-seat minor league baseball park, which means it would be in use for only half of the year. Mr. Herbert questioned how the new retail shops would relate to existing uses and the needs of the neighborhood. Based on the draft EIS, there are no plans to build housing as part of the project. Pedestrian and bicycle access is part of the plan, which is consistent with *Patterns*, however, further improvements are recommended such as changing the entrance points to the ballpark and making bicycle access easier by creating bike lanes. Also needed are drop-off points for buses and shuttles, and a plan for moving an existing taxi stand. The project incorporates a portion of the Saw Mill River into the development scheme and uses it as a visual and open space amenity, which is also consistent with *Patterns*.

Members discussed the project in detail, with the majority feeling it was a good project to revitalize the City's downtown. Reservations were expressed about several aspects, such as the viability of the retail and parking provisions. It was felt that the adjacent spots should be given to handicapped parking, but some merchants might lose customers if parking was too far away. The issue of creating housing in the neighborhood was also discussed, particularly as the ballpark would be a seasonal use, and bringing in more people would help to keep the neighborhood viable.

Members discussed the seasonal aspect of the park, and suggested that an economic analysis be added to the EIS. Comments are due back to Yonkers within two days. A response letter will be prepared and circulated to the Board for review and comment.

VII. Matters for Board Action

A. Housing Implementation Fund JUMA Senior Housing, Tuckahoe

Mr. Brady used aerial views and site plans to explain his presentation of the Jefferson Union Senior Affordable Housing. The Board saw this project two years ago and supported it, however changes in the project require that it be resubmitted for approval. The development has been reduced in size because of a stipulation of the court due to an Article 78 action. Site plan approval is pending from the Tuckahoe Planning Board. The project will consist of 43 affordable senior rental units. Ms. Hadley told members that certain aspects of the local approval process could have been handled in a more open process. In the future staff will continue to encourage developers to be as open as possible as they seek local approvals in the hopes of mitigating Article 78 actions.

A revised Resolution was approved on a motion of Mr. Griffith, seconded by Ms. Pilla.

B. Tree Removal Permit, Westchester County Airport

Mr. Natarelli discussed a tree removal form submitted by the County DOT requesting permission to remove 229 trees at the airport for reasons of safety. Mr. Natarelli showed members an aerial view of the site as well as site plans in order to illustrate his points. The FAA is requiring complete line of sight view of the newly constructed Phase IV portion of Taxiway L. Some trees will be pruned and/or cut back, and the areas of tree removal will be replanted with suitable vegetation. The project was reviewed for its environmental impacts on water quality as well as for sediment and erosion control as the area is located in the Rye Lake drainage area, which is part of the Croton Watershed System, as well as being part of

the Kensico Reservoir. The area is also partially located in a wetland, which will be protected during the tree removal process.

A motion to approve the tree removal was made by Mr. Hosey, seconded by Ms. Pilla and approved with conditions that Planning Department comments be incorporated into the final plans and specifications.

C. Neperan Road (Village of Tarrytown) Property Acquisition

Ms. Pina discussed the property acquisition, which consists of approximately 2.4 acres called the Neperan Road Property in the Village of Tarrytown. The land will be maintained by the Village which will hold it for park purposes, open to all County residents. The Village also agreed to take over the operation and maintenance of approximately a mile of Benedict Avenue, a County road, as part of this partnership. The land is vacant and is consistent with County Open Space policies to protect scenic vistas along the Hudson River as well as providing sites for passive recreation near the Village center. The County considers it a good deal to partner with the municipality and will spend \$225 thousand for its share of the acquisition total of \$1.6 million.

Members noted that Tarrytown has a good track record in providing affordable housing but asked that the Resolution refer to the Village's ongoing efforts to work with the County on such matters. A motion to accept the Resolution, as amended, was made by Mr. Griffith, seconded by Commissioner Landi, and passed, with Ms. Pilla opposed.

VIII. Matters for Board Comment

A. PRC Master Plan, Phase II

Commissioner Stout used a PowerPoint presentation to discuss the Parks Department's Master Plan, Phase II. He briefly recapped the Phase I inventory and report, which asked that a study of swimming areas be undertaken as part of Phase II. Mr. Stout said that the purpose was to make revisions to the Playland and Willson's Woods facilities, as well as attempting to find a new location for an aquatic center in the south county. He recounted how this task was approached, and said that the County's data indicated no suitable site which met the necessary criteria. Several parks were investigated but only one, Tibbetts Brook, was found to be suitable for reconfiguration into an aquatic facility. Mr. Stout pointed out that people are not using deep water swim lanes anymore, but prefer playing in shallower water. He showed members site plans of Tibbetts Brook as well as pictures, indicating how the facility could be used for a spray/play park.

Mr. Stout also discussed the golf study saying that its purpose is to identify locations for a new golf course, which he contends is in great demand. Three options were investigated: finding a new site for a course; acquiring an existing facility; or adding a golf facility to an existing park. Mr. Stout mentioned that he even considered a course outside of the county, but this was deemed not feasible. He went on to discuss the options, which include expanding Mohansic Golf Course or acquiring Loch Ledge and improving it.

Commissioner Stout told members about the needs of the Playland Park pool, which is in bad shape and needs rehabilitation. There are traffic issues there as well which need to be

resolved. He discussed site specific Master Plans for five parks which share issues related to environmental conservation, historic preservation, the need for recreational improvements and issues of adjacent land uses. In particular he cited safety concerns and the need for comprehensive rehabilitation of structures at Mountain Lakes Park which was used as a day camp and camp site for many years but has fallen into disrepair.

Additionally, the Bronx River Parkway Reservation was discussed. Potential adaptive reuse of two original gas station buildings, as well as rehabilitation of streambanks and installation of historically sensitive benches and signs, are part of the planned improvements.

Members heard about plans to improve the Kensico Dam Plaza and were also encouraged to participate in an excursion to view Mountain Lakes Park in the spring. They thanked the Commissioner for his thorough presentation of the Phase II report.

B. Hudson Hills Golf Course Update

Not presented due to lack of time

C. Unification Church Property Draft Master Plan

Not presented due to lack of time

IX. Matters for Board Information

A. Update on Lake Street Homes (Pettinichi Property), White Plains

Ms. Hadley briefly discussed the Pettinichi property, which has not yet been acquired by the County. Request for developers have been sent out and proposals will be accepted until February 3. Ms. Hadley said that she is trying a different approach in that the property will not be bought until staff was confident that a developer could construct the units to be affordable to the local workforce. She said that making the development competitive should help to bring down the costs and improve the quality of the units.

Ms. Hadley invited members to a working lunch which must be held before the 29th of January, in order to discuss the new three year CDBG budget requests. Members will be contacted regarding the best time to schedule this important review.

X. Adjournment

On a motion of Ms. Pilla, seconded by Mr. Hosey, the meeting was adjourned at 10:40 a.m.

MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD

Cassella Conference Room
White Plains, New York
February 4, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Anthony Landi, Commissioner, Department of Environmental
Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

BOARD MEMBERS ABSENT: Eileen Pilla (Village)
Dennis Robertson (City)

STAFF PRESENT: Jerry Mulligan, Acting Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Norma Drummond, Assistant Commissioner
Pat Natarelli, Director of Capital & Facilities Planning
Jeff Williams, Historic Preservation Planner
Fran McLaughlin, Capital Projects Manager
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Joseph Hankin, President, Westchester Community College
Fred Boyer, Westchester Community College
Marge Glusker, Westchester Community College
Robert Civillo, Westchester Community College
Louis Torrieri, Westchester Community College
Pat Gerghaty, Westchester Community College
Barbara Dodds, Board of Legislators
Amy Parekh, Federated Conservationists of Westchester County

I. Call to Order

The meeting was called to order at 8:15 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are March 4, April 1 and May 6, 2003.

III. Adoption of Minutes

The minutes of January 7, 2003 were approved on a motion of Mr. Fitzpatrick, seconded by Mr. Griffith.

IV. Chairman's Remarks

Mr. McKenna commented on the impressive presentation of CDBG projects to the Planning Board at a special work session held on January 30. He thanked Ms. Drummond, and praised her well-crafted presentation, which he said reflects well on the County and Department.

V. Commissioner's Remarks

Mr. Mulligan reminded Board members of the WMPF Land Use Training Institute which will be held on four evenings in March. Board members are encouraged to attend as these courses provide excellent training for members of all land use boards or councils. Mr. Mulligan also pointed out a proposed bill put forward by the Rural Resources Commission of the NYS legislature which addresses the issue of mandatory training for municipal boards and staff planners. Comments should be given to Mr. Buroughs.

Mr. Mulligan gave an update about Davids Island and the cost involved in cleaning it up. The Phase I and II environmental audits done by a consultant hired by the County, estimate cleanup costs of over \$11 million. The cleanup cost combined with the acquisition cost of \$6.5 million and costs to develop a park put the total estimated project cost at over \$20 million. Although the County is still committed to acquiring Davids Island, it would need state and federal help, as well as private sources, in funding the project. The question was posed whether the Island would qualify as a brownfield site, and Mr. Mulligan said the issue is still under investigation.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- December 16, 2002 through January 15, 2003

Members voted to ratify the actions of staff on a motion of Mr. Hosey, seconded by Mr. Fitzpatrick. Mr. Smith abstained from matters pertaining to Greenburgh, New Castle and Briarcliff.

B. Current Referrals

None

VII. Matters for Board Information

A. WCC Presentation of 2003/04 Requested Capital Budget & Five-Year Plan

Ms. Glusker made the PowerPoint presentation saying that the five-year plan continues to incorporate the 1999 Campus Master Plan recommendations and the College's commitment to community outreach.

She began with approved projects that are in construction, and funds which were previously approved but waiting for matching funding from the SUNY construction fund. These are the Student Center Improvements & Expansion; the Technology Building Renovation; the Academic Arts Building Renovation; Campus Wide Traffic and Site Improvements; the New Instructional Building which is designed to be a multi-disciplined academic center, and can also accommodate night and weekend programs; the Library and Resource Center Expansion & Renovation; Physical Education Field Improvements which encompasses improvements to various athletic fields; Utility and Drainage Infrastructure Upgrading; Site Improvements/Infrastructure/Signage which will improve students' safety; Maintenance Building Consolidation and Addition which includes the demolition of the stable and greenhouse and consolidation of equipment into a new storage area; Electrical/Mechanical Upgrade; Science Building Renovation to modernize labs, classrooms and building systems; and Hartford Hall Rehabilitation which will help preserve this historic building by doing upgrades consistent with its place on the historic registry.

Ms. Glusker continued showing slides of capital projects with funding requested for the years 2003 – 2004. These included several Building Renovations, including the Classroom, Health Science, and Administration buildings renovations. She mentioned two new projects which addressed upgrades and replacements of computers/printers/scanners and the acquisition of new technology such as SMART classrooms in both satellite facilities and the Valhalla Campus. Ms. Glusker said these projects were introduced at the request of the County Executive and a Blue Ribbon Panel. The final portion of the presentation provided an update on satellite locations. The Peekskill Extension Center was the first when it opened eight years ago. 800 students attend classes each semester and with the new expansion of space the program has been expanded as well as the floor space.

The Ossining site opened in the spring of 2001 and specializes in classes on life sciences and health care. A state-of-the-art facility is located in a shopping center where ESL programs as well as classes for older adults are offered.

The Yonkers site opened in the fall of 2001 at the Cross County Shopping Center, with a focus on information technologies. Students may take accelerated programs as well as ESL and mainstream courses for adults.

The Mount Vernon site has not opened due to construction and related problems in the building. When it opens, the focus will be on small business development and culinary arts.

B. Pettinichi Property/Lake Street Homes Update

Ms. Hadley informed members that she had received 12 proposals from developers in response to the RFP put out for this property. She said she is very pleased by this active expression of interest and will keep the Board informed as the process moves forward.

VIII. Matters for Board Action

A. Approval of FY 2003 Action Plan Amendment to Consolidated Plan for CDBG, ESG & HOME Programs

Ms. Drummond did not present material regarding the 2003 Action Plan as members heard her presentation at a recent lunch for the CDBG Consolidated Plan. Approval was given on a motion of Mr. Griffith, seconded by Mr. Douglas, and Mr. Smith abstained.

IX. Matters for Board Comment

A. Unification Church Property-Draft Master Plan

Mr. Williams gave a PowerPoint presentation to illustrate his remarks about the proposed master plan for this property that was acquired for a County Park. The County entered into an agreement with the operators of Lyndhurst, (the National Trust for Historic Preservation), and the operators of Sunnyside, (Historic Hudson Valley), to serve as managers of the property. Last June a consultant was retained to prepare a site history and evaluate current site conditions as part of developing a Master Plan for the park. The scope and phasing of improvements are based on an analysis of the property's history, its development pattern and current conditions. Mr. Williams discussed the ownership and history of the land since its use as a tenant farm in the 1680s through its days as an estate, and its interrelationship with the neighboring estates, none of which survive intact, although there are certain remains still in existence. These remains such as a stone pond, fountain bases and a pool, will be preserved. There will be connections from Sunnyside to Lyndhurst and pathways will be restored. Mr. Williams discussed the protection of on-site wetlands and the treatment of the vegetation, as well as the issue of controlling a large deer population which could destroy the landscape understory. He also pointed out water elements in the park and discussed the planned treatment of these historic features.

He asked the Planning Board for their input and will do the same for the Parks Board. Members discussed the report saying that retaining linkages between the properties is important, and that paths from Sunnyside to Lyndhurst should be constructed. They asked that the proposed parking lot be configured with pathways to facilitate linkages among adjoining properties. These comments will be incorporated into a letter that will be sent to Historic Hudson Valley and the National Trust. He gave members a view of subsequent planning documents to be drawn up for the park, and recapped the Planning Department's comments to date.

Members thanked Mr. Williams for his concise and informative talk.

B. Hudson Hills Phase II

Commissioner Joseph Stout presented an update of the Hudson Hills golf course project, and illustrated his remarks with a PowerPoint presentation. Mr. Stout said the course may be the most environmentally sound golf course ever built. He showed members the many detention basins which slow down the flow of water and filter pollutants. Special grass is used on several holes and erosion control measures have been used to stabilize slopes. A new technology which sprays paper product laced with grass seed was used. The course has over 700 sprinkler heads, a number of natural areas and wildlife corridors and also affords terrific views from its higher elevations. Mr. Stout illustrated his conviction that the course is a difficult one, showing a number of tees and greens with sand traps, water hazards and narrow straights, making it both challenging as well as environmentally sound. Members requested a tour of the course in the spring.

Mr. Mulligan commented on the extensive archeological investigation that was required by the NYS Historic Preservation Office (SHPO). He complimented Mr. Williams on his expert handling of this difficult effort, particularly, the close coordination that was needed with County DPW and the contractor to keep the project on schedule. He thanked Commissioner Stout for his informative presentation.

X. Adjournment

The meeting was adjourned at 9:55 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
March 4, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Dennis Robertson (City)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Anthony Landi, Commissioner, Department of Environmental
Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

BOARD MEMBERS ABSENT: Eileen Pilla (Village)

STAFF PRESENT: Jerry Mulligan, Acting Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Fran McLaughlin, Senior Management Analyst
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators
Robert Vrana, County Parks Department

I. Call to Order

The meeting was called to order at 8:20 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are April 1, May 6 and June 3, 2003.

III. Adoption of Minutes

The minutes of February 4, 2003 were approved on a motion of Mr. Fitzpatrick, seconded by Mr. Douglas.

IV. Chairman's Remarks

Mr. McKenna kept his remarks brief having been alerted by Mr. Mulligan to the need for ending the meeting early in order to allow members to attend a briefing at the County Center by the County Executive regarding a new proposal to increase energy supplies in the New York City region.

Mr. McKenna mentioned the recent presentation in Sleepy Hollow on the proposed redevelopment of the General Motors property, saying that this is one sign of a great deal of activity along the Hudson River waterfront. Mr. Mulligan said an article on the GM project was included in the Planning Board packet and suggested Mr. Douglas discuss the project if time permitted at the end of the meeting.

V. Commissioner's Remarks

Mr. Mulligan followed up on Mr. McKenna's remark saying that having recently heard from the Director of Scenic Hudson about the Hudson River side of the county, the Board will get a chance at the May meeting to hear about the Long Island Sound from Mark Tedesco, Director of the EPA office of the Long Island Sound Study based in Stamford, Ct. Mr. Tedesco will discuss the LIS Comprehensive Conservation Management Plan.

Mr. Mulligan also referenced the article included in the packet concerning the proposed Yonkers minor league stadium. Lack of decisionmaking appears to be stalling the project, which the Planning Board felt could prove to be a valuable economic boost to the downtown. The Planning Board's comment letter was previously sent to the City.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- January 16, 2002 through February 15, 2003

Members voted to ratify the actions of staff on a motion of Mr. Hosey, seconded by Mr. Douglas, with Mr. Smith absent during the vote.

Members discussed the issue of moratoria, several of which appeared in the Referrals listing. Mr. Hosey wondered about the specific intent and purpose of the moratoria because of concerns that they could be used to circumvent certain zoning ordinances, which might create affordable housing, or other issues which a community was trying to avoid. Mr. Buroughs replied that this was not the case in these instances and explained the purpose of the current local actions. Mr. Douglas wondered whether because of the economic slowdown there has been a slowing of referrals, and Mr. Buroughs felt that this was indeed the case.

VII. Matters for Board Action

A. Discussion and Adoption of Planning Board Report-WCC Capital

Ms. McLaughlin reminded members of the presentation by the Community College for the requested Budget and Five Year Plan. She mentioned two additions to the program, which are related projects in that both address new technology needs in the satellites and the main campus.

The Board adopted the report on a motion of Mr. Hosey, seconded by Mr. Fitzpatrick.

VIII. Matters for Board Comment

A. Proposed Planning Board Bylaws

Mr. Buroughs reminded members that bylaws for the Planning Board need to be initiated. The Law Department has offered its assistance once members have begun the process and identified the elements that they want to include in bylaws. A small group of members - Mr. Hosey, Mr. McKenna, Mr. Douglas and Mr. Smith - will convene and work on drafting bylaws.

B. Referral Process Revisions

Mr. Buroughs confirmed that the referral caseload has been somewhat lower than usual, which he said is welcome at this time since one staff member, Robert Burg, left the Department last month and the position may not be refilled in the near future. He said this is a good time to consider making changes to how referrals are handled. He said he does not have a specific plan for the Board to consider at this time but would like some direction on if revisions should be considered. If the Board agrees, then he would like to mention the possibility that changes may be in the works when he addresses the WMPF Land Use Institute in the near future.

Mr. Buroughs said that the emphasis of the revision should be on streamlining so as to eliminate or reduce the time that staff must spend on referrals that typically are of little concern to the County Planning Board or where the staff's focus would tend to be limited to matters that the local planners would address anyway. He said it is possible to identify categories of referrals that have these characteristics including: all area variances, subdivisions to create less than ten lots, site plans for less than 5,000 sq. ft. of new space, special permits unless the project meets another threshold and laws establishing or extending a moratorium. Certain other categories of referrals, such as the adoption or amendment of a comprehensive plan or zoning ordinances and any project with a SEQR positive declaration, would always be flagged for staff review.

The impetus to reform the process began with a joint WMPF/Planning Board discussion in December at which time participants discussed ways in which the referrals process might be improved. Mr. Mulligan said that such improvements would be very consistent with the Administration's approach to focus on work that produces results and adds value for local governments. Mr. Buroughs noted that the three elements of review specified in *Patterns* would still provide the framework for referral reviews but that, in addition, the review would be shaped with the Department's new focus on three core themes - smart growth, water quality and affordable housing. Mr. Mulligan added that the Department is also looking at streamlining other processes in the department, in particular capital project and environmental reviews where feasible and appropriate.

Members felt that overall streamlining and using staff time more efficiently was appreciated as, members noted, it would allow staff to focus on bigger projects and issues. However, members wanted to be sure that the Planning Board's obligations were properly fulfilled and that the Law Department is comfortable with the revisions. One member recommended that the referral process allow for projects to be flagged for review, even in the excluded categories if they contained features that would be of interest. Mr. Buroughs questioned if having such a provision would in fact defeat the purpose of streamlining but will take the suggestion under advisement. Another member questioned the impact on certain

municipalities who might depend on the Department's expertise to make up for their own lack of a planning staff. Others concluded that local officials should make their own decisions or hire their own experts. Mr. Mulligan suggested that the County's website could be used to provide help to municipalities needing advice.

The Chairman requested Mr. Buroughs to draft a detailed proposal on the possible revisions and provide it to the board in advance of the April meeting.

Mr. Buroughs then mentioned that there is an exciting opportunity for the Department and local governments to participate in the transit alternatives analysis for the I-287 corridor that is to be undertaken by Metro-North and the Thruway Authority as part of the bigger Tappan Zee/I-287 environmental analysis. He said that representatives of the I-287 corridor communities have been invited to meet and discuss the scope of work on March 12. He said it is a rare opportunity for the County and the municipalities to help shape and influence far-reaching decisions, without having to put up the funding.

IX. Matters for Board Information

A. Update on Lake Street Homes Project

Ms. Hadley updated members on the selection of a preferred developer for the 7 first-time homebuyer units known as Lake Street Homes on the Pettinicchi property. A Request for Developers was sent to 70 firms and related parties; 24 firms picked up the full package. Twelve development teams have responded to the February 3 deadline. The responses range in cost, design and strength of the development team. An extensive review and analysis is being completed by Planning staff. Five developers have been interviewed. Selection of a preferred developer will take place in the next two weeks. Subdivision and site plan approval must be received from the City of White Plains before the property will be bought by the County. The final development package including a bond act for the Housing Implementation Funds and transfer of the property to the selected developer will be sent to the Planning Board and Board of Legislature later this summer.

B. General Motors Proposed Redevelopment

Mr. Douglas discussed the proposed redevelopment of the former General Motors property in Sleepy Hollow by Roseland Properties, Inc. The site is almost 100 acres and has been cleaned up and is now ready to be developed. Village officials had toured developments in other areas to get ideas that could help shape the GM project. The proposal includes a mix of housing, retail, office and hotel units, as well as a riverfront park. Some of the units will be affordable and some will be made available to first time homeowners.

The issue of establishing a new Metro-North train station has yet to be worked out as the distance between existing stations is a concern. Traffic is also a consideration as vehicle access to the site is constrained. Mr. Douglas said that the Village of Tarrytown has been invited to sit in on the process. In response to a question, Mr. Douglas said that ferry service is not part of the plan at the moment. Members discussed the possibility of putting in a dock, even though no ferry service is planned and just excursion boats may use it. Mr. Douglas said that the SEQR process has been initiated and public input will occur first during the scoping process.

Westchester County Planning Board

March 4, 2003

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Mr. Mulligan said that he and Lukas Herbert, a planner on staff, had attended the presentation given by the developer and Village on February 27. He said the urban design concept presented by the developer came across very well. It calls for a mix of retail, office and residential uses along Beekman Place, and a new road off of Beekman Avenue. The plan provides for underground parking to take advantage of the difference in topography on the site and minimize the impact of large expanses of surface parking. Mr. Douglas agreed that the concept is appealing and said there are structural issues that still need to be looked at to see if this plan is feasible.

X. Adjournment

The meeting was adjourned at 9:20 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
April 1, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Eileen Pilla (Village)
Dennis Robertson (City)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Adam Zabinski for Anthony Landi, Commissioner, Department of
Environmental Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

BOARD MEMBERS ABSENT: Anthony Landi, Commissioner Department of Environmental
Facilities

STAFF PRESENT: Jerry Mulligan, Acting Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Fran McLaughlin, Senior Management Analyst
Patrick Natarelli, Program Director
Paul Gisondo, Associate Planner
Nancy MacMillan, Program Specialist
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators
Gail Abrams, Executive Director, Teatown Lake Reservation
Kieran Quinn, Executive Director, Federated Conservationists
of Westchester County

I. Call to Order

The meeting was called to order at 8:10 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are May 6, June 3 and July 1, 2003.

III. Adoption of Minutes

The minutes of March 4, 2003 were approved on a motion of Mr. Hosey, seconded by Mr. Douglas, with Ms. Pilla abstaining.

IV. Chairman's Remarks

Mr. McKenna said that the meeting regarding energy supply to the county had been very interesting and that the options seemed almost too good to be true. He will be very curious to see what happens. He commended the County Executive's new paper saving initiative, and remarked on the new project to revitalize the stream in Columbus Park, Mamaroneck Village. Mr. McKenna also briefly discussed the City of Yonkers' attempt to build a minor league stadium, which is running into trouble, and said that something may occur this month.

V. Commissioner's Remarks

Mr. Mulligan advised the Board that there would be an Executive Session relating to a personnel matter at the end of the meeting. He said the agenda was very full today so presentations would be made expeditiously.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- February 16, 2002 through March 15, 2003

Members voted to ratify the actions of staff on a motion of Mr. Hosey, seconded by Ms. Pilla. Mr. Smith was absent during the vote.

VII. Matters for Board Action

A. Proposed Acquisition of the Shadow Lake Property, Town of Yorktown

This action was deferred in order to await the arrival of a representative of Teatown Lake Reservation.

B. New Homes Land Acquisition Request: 259 Columbus Ave., Mt. Vernon

Ms. MacMillan presented the Mount Vernon property acquisition using an aerial view to illustrate her remarks. She described the proposal, sponsored by the Episcopal Housing Corporation, as a 20-unit rental project for seniors with incomes below 60 % of the county median income. The property will be returned to a vacant state with the clean-up or demolition of the existing structures on site. The County will not be responsible for the demolition and cleanup of the improvements. A three-story structure with nine parking spaces will be built to contain 20 affordable residential units which will be rented to seniors. A required zoning change has been approved and a site variance has been requested and is pending. This is a reuse of a site for multi-family residential purpose.

Members voted to accept the request on a motion of Mr. Hosey, seconded by Ms. Pilla.

C. Proposed Disposition of Nodine Terrace Property, Yonkers

Mr. Gisondo presented the Nodine (Parkledge) Terrace property which is a 1.01-acre site owned by the State of New York but subject to a reverter clause back to the County if declared surplus by the State DOT. Members received a photo of the site to which they were asked to refer in order to see its current use as a paved parking lot for the 310-unit Nodine

Terrace apartment complex. The County will sell to the Yonkers IDA with a deed restriction requiring that 90% of the apartments at Nodine Terrace remain affordable for 20 years.

Members asked that the wording in the Resolution reflect the fact that it would be sold subject to retaining no less than 90% of units for occupancy by households having incomes that are less than 60% of the adjusted median income for Westchester County and at a negotiated price to be agreed upon by the County and the City of Yonkers IDA.

The disposition was approved on a motion of Mr. Hosey, seconded by Ms. Pilla.

D. Proposed Disposition of 0.25 Acres in Cortlandt to Unitarian Church

Mr. Gisondo discussed the Route 9A parcel in the Town of Cortlandt and referred members to a photo in the packet as well as a location map showing the residual parcel. The approximately ¼-acre site is proposed for sale to the Unitarian Church which currently uses it as a driveway and for parking. Upon acquisition by the church, at its fair market value, it will continue to be used for parking and access.

A motion for the County to sell the property to the Unitarian Church was approved on a motion of Mr. Douglas, seconded by Mr. Robertson.

E. Capital Budget Amendments: RB105 Countywide Road Rehabilitation Program; Capital Budget Amendment: RB 106 Road Rehabilitation & Maintenance Equipment, Mt. Pleasant

Mr. Natarelli presented two budget amendments, the first a road rehabilitation project to repair roads damaged by the severe winter weather, fixing potholes, and in some cases doing more extensive rehabilitation because of road deterioration. The second, a transfer of ownership of County roads located in the Town of Mount Pleasant, which has indicated a willingness to take ownership of several road sections. In exchange the County would lease three pieces of road maintenance equipment to Mount Pleasant so that the Town can maintain the roads. This project provides funding for the equipment as well as design and construction for a minor rehabilitation of Kensico Road. Mr. Butler described it as a “break even deal” but it will save the County money in the long term.

Both amendments were approved on a motion of Mr. Smith, seconded by Mr. Fitzpatrick.

Proposed Acquisition of the Shadow Lake Property, Town of Yorktown

This proposed acquisition was presented by Mr. Mulligan, and Gail Abrams, Executive Director of the Teatown Lake Reservation. Mr. Smith recused himself because of his service on the Teatown Board. Mr. Mulligan used an aerial, a map and a plan of the area to illustrate his discussion. He said that last March the County was approached by the Teatown Lake Reservation and asked to acquire this property, which is approximately 50 acres, including a 9-acre lake. He indicated the purchase price is \$1.375 million and Teatown would be responsible for operation and management as part of their 784-acre Reservation. The property abuts the Reservation, and is also close to other open space properties such as Croton Gorge Park, Stokes Green Park and Kitchawan Preserve, all of which drain into the Croton Reservoir. This is a rare opportunity to preserve open space and achieve watershed protection by acquiring this environmentally sensitive piece of property. In addition to a lake, the site includes wetlands, fields and forested wildlife habitat areas which are environmentally sensitive. By acquiring the property the County would be able to develop

its trailway as well as protect the watershed. Mr. Mulligan reported that this is the first time that the County has been approached by Teatown, and that the acquisition affords a unique opportunity to partner with this organization which is highly regarded and has the same objectives as the County. He added that this property is one of several identified by Teatown as part of an overall land acquisition and preservation strategy.

Mr. Mulligan then introduced Ms. Abrams, who said she has been working for three years with the Parks Department to form an interconnecting trail system to the Hudson River and along the south side of the New Croton Reservoir. Teatown has also been working with NYC DEP to extend trails through New York City and watershed lands as part of the overall system.

Ms. Abrams reported that this property was identified many years ago as being critical for protection, and now through work with the County, the municipality and Teatown a partnership is possible to achieve the acquisition. Several private owners of properties in the vicinity are also working with the Reservation on easements and other possible land acquisitions.

A motion to approve the acquisition was made by Mr. Hosey, seconded by Ms. Pilla, and accepted.

VIII. Matters for Board Comment

A. Proposed Planning Board Bylaws

Mr. Mulligan said that at the urging of the Law Department, bylaws for the Planning Board should be developed. Mr. Buroughs had furnished members with examples of other local bylaws which could be of help. Mr. McKenna agreed to convene the committee and set a date for a meeting on April 8, at 8:15 a.m. Committee members are Mr. McKenna, Mr. Smith, Mr. Hosey and Mr. Douglas. A report will be given at the May Planning Board meeting.

B. Referral Process Revisions

Mr. Buroughs pointed out that the copy of the Referrals Report had been annotated to identify referrals that would not be reviewed in depth if the changes to the referral processing discussed last month had been in place. He said he is still concerned about eliminating the review of small subdivisions.

He told members about his presentation at the WMPF Land Use Training Institute last month, saying that because of the snow day change, there were less attendees than expected, however, those who were there were supportive of the County's approach and gave positive feedback. The board recommended that the same analysis of the Referrals Report be done next month and then the board will decide whether or not to implement changes.

IX. Matters for Board Information

None

Westchester County Planning Board

April 1, 2003

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X. Adjournment

The meeting was adjourned at 9:10 a.m. and went into Executive Session in order to discuss a personnel issue.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
May 6, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
George Hosey (Town)
Eileen Pilla (Village)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation
Anthony Landi, Commissioner Department of Environmental
Facilities

BOARD MEMBERS ABSENT: Marcus Griffith (City)
Dennis Robertson (City)

STAFF PRESENT: Jerry Mulligan, Acting Commissioner
Nancy Hadley, Deputy Commissioner
Ed Burroughs, Assistant Commissioner
Gina D'Agrosa, Director, Water Agency
Fran McLaughlin, Senior Management Analyst
Patrick Natarelli, Program Director
Sabrina Charney, Principal Planner
Rob Doscher, Associate Planner
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators
Nancy Seligson, Village of Larchmont Trustee
Kieran Quinn, Executive Director, Federated Conservationists
of Westchester County
Steven McCabe, Manager, Village of Irvington

I. Call to Order

The meeting was called to order at 8:15 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are June 3, July 1 and August 5, 2003.

III. Adoption of Minutes

The minutes of April 1, 2003 were approved on a motion of Ms. Pilla, seconded by Mr. Hosey.

IV. Chairman's Remarks

Mr. McKenna said that the scheduled field trip to Davids Island did not take place even though several members were on hand at the appointed time and place. No boat was available. It was not clear what had gone wrong, but Mr. Mulligan said he would look into it and try to reschedule.

V. Commissioner's Remarks

Commissioner Mulligan told members about a tour of the Hudson/Bergen Light Rail system scheduled for May 15. The tour is being sponsored by the Thruway Authority and will take about 2 hours. He said it should be of interest because of the Tappan Zee Bridge study, which includes the evaluation of a new light rail system as one alternative.

Commissioner Mulligan reminded members of the WMPF Awards Dinner to be held on June 5 at the Philipsburgh Performing Arts Center in Yonkers. He said members are invited to attend as guests of the Department and are encouraged to come as it is an enjoyable evening and a chance to mingle with municipal officials.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- March 16, 2002 through April 15, 2003

Mr. Hosey inquired about the Greenburgh moratorium extension, which he said is the sixth one. Mr. Buroughs replied that he understands this to be the last extension.

The Board voted to accept the Referrals on a motion of Mr. Hosey, seconded by Mr. Douglas, with Mr. Smith abstaining from all actions affecting Greenburgh and New Castle.

VII. Matters for Board Action

Capital Review Process 2004 – 2008

Ms. McLaughlin reminded members that a schedule of the annual capital projects presentations was sent to members. In the mailing, she recommended that members attend these presentations and ask questions directly to the Department heads and their staff. There are three dates on the schedule. Four departments will present on each date. Because of the difficult budget year, the Deputy County Executive has directed that all submitted projects be justified by life/safety and security reasons or be revenue-producing.

Capital staff will send overviews of each department's requests to the Board prior to the June meeting. Board members will be asked to indicate at that meeting which projects and issues they would like to focus on. A lunch work session was scheduled with the Board's agreement for Wednesday, June 11 in Room 420 to discuss the Capital program.

A. Westchester County Emergency Operations Center – Hawthorne Complex (B0078)

Ms. McLaughlin said that the renovation of space for the EOC and Joint News Center was previously reviewed and supported in Capital Project B0056, 375 Executive Boulevard. The

two operations are being relocated to a different space at the State's Hawthorne Complex where both State and County emergency service operations will be in a centralized location. There is no change in the cost of the facility.

The project was approved on a motion of Mr. Douglas, seconded by Mr. Hosey.

B. Capital Budget Amendment SOS04 Ossining WWTP Aeration Tank Mixers Replacement

Ms. McLaughlin said that a Capital Budget Amendment was sent to the Board of Legislators to add funds to the budget for the replacement of the existing aeration tank mixers at the Ossining Waste Water Treatment Plant. The project will be undertaken by the New York Power Authority, which will bond for it at a preferred rating, and it will lead to energy savings.

The project was approved on a motion of Mr. Douglas, seconded by Ms. Pilla.

C. Westwood Property

Commissioner Mulligan introduced Stephen McCabe, the Village Manager of Irvington. Mr. Natarelli used the map provided in the Planning Board packets to illustrate his remarks about the acquisition of the Westwood Property. The Village is ready to move ahead if the County can formalize its commitment with the approval of the County Board of Legislators. Mr. Natarelli explained that if acquired, this approximately 40 acres of property would be added to an existing open space area of approximately 300 acres that is owned by the Village and County. The Village would take on the management of the portion of the V.E. Macy Park located west of the Saw Mill River Parkway. The acquisition of this property would fulfill a number of objectives of *Patterns* and the County's Open Space policies including protection of environmentally sensitive features and the protection of the nearby Irvington Reservoir, a backup water supply for the Village.

The Village will operate and maintain the entire 340 acres. Commissioner Mulligan added that the Village has an excellent record on affordable housing. Mr. McCabe said that the Village is planning a nature center and trails, and intends to create a nature preserve which will connect to the South County Trailway.

Members discussed the acquisition and asked about public access as well as possible development of some of the acreage. Some limited development is possible on land not part of the County's participation. At least 40 acres will be protected. Mr. Smith asked for a schedule of acquisitions from the Legacy Program to be shared with the Board. He would like to see where the funds could be going as well as the timetable.

The Resolution was approved on a motion of Ms. Pilla, seconded by Mr. Smith.

D. Capital Budget Amendment AO095 Airport Miscellaneous Security Projects

Mr. Natarelli told members that the airport is receiving funds from the Federal Government in order to increase security at the airport. As a result certain projects are being moved up to 2003 instead of 2004 in order to take advantage of a 90 percent reimbursement rate.

The project was approved on a motion of Ms. Pilla, seconded by Mr. Fitzpatrick.

E. Capital Budget Amendment A056A Airport Heavy Equipment Acquisition

Mr. Natarelli said that this project will fund acquisition of certain heavy equipment needed at the airport and that federal funding has become available for this use. As a result the County would like to take advantage of the 90 percent funding available and purchase the equipment this year rather than next.

The project was approved on a motion of Mr. Hosey, seconded by Mr. Fitzpatrick.

VIII. Matters for Board Comment

A. The Croton Watershed Water Quality Protection Plan (Draft 2003)

Mr. Buroughs introduced the topic of the Draft Water Quality Protection Plan. He said it was funded by New York City Department of Environmental Protection (DEP), which set aside funds for planning for watersheds, in order to protect its resources in Westchester and Putnam counties. The process has been in the works for a number of years and results are being seen. He turned the presentation over to Sabrina Charney who gave a PowerPoint presentation to explain the Plan.

Ms. Charney told members that the Plan is a result of a cooperative planning process among the 10 Croton Watershed communities, Westchester County and the NYC DEP. The plan approaches protecting water quality from several different perspectives. She showed the distribution of land uses in the watershed by municipality and by drainage basin. An interesting finding was the large impervious surface created by large homes, pools and outbuildings. The predominant land use is single-family homes, which occupy 37 percent of the land. Retail/service uses occupy less than 1 percent of the watershed, while 20 percent is protected parks and open space. The Titicus Basin has the highest percentage of land with development potential, 42 percent, while the Muscoot and Croton basins have the most undeveloped land.

Ms. Charney discussed the findings of a development potential analysis. She pointed out that no-growth is not a guarantee of protection, because what already exists is still the issue. A study of impervious surfaces in the watershed shows 6 percent imperviousness as a whole. This would translate into a value of "some impact" as opposed to greater than 12 percent, which is "severe impact". The biggest impervious surface impact is transportation, namely roads and parking lots. Ms. Charney said the Plan has developed 100 actions to protect water quality, ranging from mapping of stormwater conveyance systems to exploring the creation of a regional stormwater authority, as well as sharing maintenance equipment and hiring enforcement officers. Managing the watershed is a shared responsibility among agencies, counties, municipalities and all levels of government.

This presentation will be presented to the 10 municipalities as part of the draft review process. The public review will begin during the summer.

Mr. Buroughs added that it is critical the municipalities buy into the plan and agree with it so that it becomes a regional plan. Commissioner Mulligan thanked the Department staff who helped put together the complex analysis contained in the Plan, and assured members that this is a continuing and cooperative effort.

Members asked for an executive summary because of the quantity of information, saying it would be helpful to have a distillation to read over.

B. Long Island Sound Comprehensive Management Plan, Mark Tedesco, LISS EPA CT

Ms. D'Agrosa introduced Mark Tedesco, Director of the LISS for the EPA in Connecticut. She also noted that Nancy Seligson, Chair of the LIS Citizens Advisory Committee, was also present. Ms. Seligson also chairs the County's Committee on Nonpoint Source Pollution. Mr. Tedesco used a PowerPoint presentation to illustrate the complexity of the drainage basin which empties into the Sound. Five states and 8 million people are contiguous to the water and 21 million lie within 50 miles; \$5 billion per year is spent on water quality-dependent activities. He told members about the Comprehensive Conservation & Management Plan and its areas of concern, as well as its priorities, implementation and the changes that have resulted so far. He also discussed the LISS budget and the structure of the committees, which work on directing, advising and implementing the goals set forth.

Mr. Tedesco told members that the goal and vision of the LISS is to restore the Sound to health by the year 2014, which will be the 400th anniversary of its exploration. He explained the cycle that leads to a major source of problems for the Sound, which is hypoxia, or low dissolved oxygen levels. Pathogens are another problem which leads to loss of shellfish and beach closures and could be helped by designations of no-discharge zones for boats. Measures are being taken for habitat restoration, in which the Planning Department is very active, as it is in watershed management in order to decrease nonpoint source pollution. This includes public education and involvement, which is where the CAC role is important.

Mr. Tedesco showed a number of technical charts illustrating among other measures the Dissolved Oxygen levels across the Sound as well as point source nitrogen loads and the distribution of eelgrass by town along the coastline. He pointed out that the worst area of dissolved oxygen is in the western portion of the Sound, and linked the highs and lows to weather related events. However, the trend is towards improvement, helped by treatment plant upgrades and restoration projects. Mr. Tedesco also discussed a new activated stewardship system which will attempt to raise public awareness and protect and preserve open space as well as attempting to find more areas for public access to the Sound.

Ms. Seligson then discussed the issue of nonpoint source reduction and retrofitting treatment plants. She said that Westchester is held up as a model in watershed planning, as well as for its restoration projects, which are being done by Planning and the Parks Department.

Commissioner Landi said that the County Executive is very concerned about water quality and the County is working to upgrade its treatment plants. However, the money it would take to upgrade the New Rochelle plant for example would have a huge sewer tax impact. Members discussed the obligation of the Federal government in this regard. They thanked Mr. Tedesco for his informative presentation.

C. Bylaws Committee

Held over due to lack of time.

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D. Referral Process

Held over due to lack of time.

IX. Adjournment

The meeting was adjourned at 10:40 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
June 3, 2003

BOARD MEMBERS PRESENT: Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Eileen Pilla (Village)
Dennis Robertson (City)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Paul Reitano, Assistant Director, for Joseph Stout, Commissioner,
Department of Parks, Recreation & Conservation
Anthony Landi, Commissioner Department of Environmental
Facilities

BOARD MEMBERS ABSENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

STAFF PRESENT: Jerry Mulligan, Acting Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Fran McLaughlin, Senior Management Analyst
Patrick Natarelli, Program Director
Paul Gisondo, Associate Planner
Lukas Herbert, Planner
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators
Kieran Quinn, Executive Director, Federated Conservationists
of Westchester County

I. Call to Order

The meeting was called to order at 8:10 a.m. by George Hosey, the Chair Pro Tem, for Frank McKenna, who was unable to attend.

II. Meeting Dates and Announcements

The next three meeting dates are July 1, August 5 and September 9, 2003.

III. Adoption of Minutes

The minutes of May 6, 2003 were approved on a motion of Ms. Pilla, seconded by Mr. Griffith.

IV. Chairman's Remarks

None

V. Commissioner's Remarks

Commissioner Mulligan was congratulated on his confirmation to the post of Commissioner of Planning by the Board of Legislators, which took place the evening of June 2. The Board unanimously endorsed his confirmation.

Commissioner Mulligan said that the two scheduled field trips to Davids Island and Hoboken, NJ, did not take place, the first because of bad weather and the second because the logistics involved were too complicated.

Commissioner Mulligan invited members to attend the WMPF dinner, to be held on June 5, saying there is still time to sign up. Mr. Smith and Mr. Griffith expressed interest in going.

Commissioner Mulligan briefly discussed the Houlihan Property in the Town of Lewisboro, which comprises 111 acres of which the County and Town will purchase 100 acres. The County has committed to a \$1 million share of the total purchase price of \$4.2 million, New York State has committed to \$1 million and the Town of Lewisboro committed \$500,000. The remainder is made up of private donations raised through the Westchester Land Trust. Eleven acres are being purchased by the Wolf Conservation Center. The Planning Board had approved a resolution of support for acquisition of the property for open space last year. Part of the deal involves implementation of an affordable housing plan adopted by the Town. Department staff have been working with the Town on both the housing plan and the drafting of an IMA. The Town will be responsible for operation and management of the property as a park for all county residents.

Mr. Mulligan said also that Ms. Drummond gave a very convincing argument to the Town of Mount Pleasant Supervisor to try and convince the Town to join the CDBG Consortium. However, they have determined they cannot do it at this time but will reconsider joining next year.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- April 16, 2002 through May 15, 2003

The Board voted to accept the Referrals on a motion of Ms. Pilla, seconded by Mr. Fitzpatrick. Mr. Smith asked that he be recused from projects in Briarcliff, New Castle and Somers.

B. Current Referrals: SLH 03-001B Lighthouse Landing Development (GM Site) Sleepy Hollow Positive Declaration & Draft Scoping Document for Environmental Impact Statement

Mr. Buroughs asked if there were any comments on the draft letter to be submitted to Sleepy Hollow. The scoping comment period has been extended to June 6. He said that the Planning Board's letter discussed issues that should be addressed in the Environmental Impact Statement and that as much detail as possible needs to be addressed up front in order to make sure that specific topics of concern are dealt with. Mr. Buroughs then showed

members a “concept plan” for the site. Several members raised issues of concern, which included traffic and the need to elevate the plan in a regional context in order to assess the impacts on neighboring communities and not just Sleepy Hollow. Ms. Pilla offered several specific changes in wording.

The topic of providing affordable housing along with the market rate units was stressed and the Board stated that the affordable housing should be mixed throughout the development. There was a discussion of train service should a new Sleepy Hollow station be built. The developer has discussed shuttle service to and from the station, which members agreed would be an important component of the plan. It was stated that because this would be one of the biggest projects undertaken in the county for a long time, it should be done right in order to show by example how things can be done, and done well. Drainage and stormwater issues will need to be addressed, particularly since the entire site is built on a landfill. Another concern was raised regarding the possible isolation of the housing units on the east side of the Metro-North tracks, which, in the concept plan, shows limited access and dead end streets. Mr. Buroughs said all the points raised would be included.

VII. Matters for Board Action

A. Capital Budget Amendment RWW02 Willson’s Woods Pool Modernization

Mr. Natarelli said that the Parks Department is re-evaluating the pool modernization project and requesting an Amendment in order to cover cost escalation and the construction of the project in one phase, rather than two.

Members voted to approve the Resolution on a motion of Ms. Pilla, seconded by Mr. Griffith.

VIII. Matters for Board Comment

A. Bylaws Committee

The revisions to the bylaws are not ready for approval yet, however, Mr. Hosey reported that they will be presented to the Board and be provided to the members in advance.

B. Referral Process Revisions

Mr. Buroughs commented that after three months of experience with evaluating the proposed streamlined referral process, things seem to be falling into categories. There are a number of referrals that would no longer require comments, simply a letter stating that the referral had been received and that no comment is necessary. These would include area variances, subdivisions under 10 lots, site plans for improvements of less than 5,000 square feet, or special permits that do not meet at least one other requirement. However, subdivisions should not be excluded, since those referred have a connection to a state or county road. As these connections require permits anyway, they will be reviewed. Site plans may also need review if there is site disturbance of 10,000 sq.ft., which could have a big impact. Area variances and special permits will remain excluded.

Mr. Buroughs said that guidelines will be drafted both for the municipalities and staff, and the new method should also cut the flow of paper. He mentioned a forthcoming WMPF seminar for planning and zoning board secretaries and clerks where the new process could

be discussed, which will help the municipalities to recognize that many small projects don't need so much paperwork.

IX. Matters for Board Information

Ms. Hadley gave members a briefing on a recent Board of Legislators Housing Forum held at Manhattanville College, where she presented "Mission (Im)Possible," the updated Megatrends slide show. Her sense of the meeting was that tensions were running high about the Houlihan property open space/affordable housing issue. She feels that this is a difficult subject but that linkages make sense. Ms. Hadley tried to explain the concept of the County being a gap financier, similar to a public bank, but she said the Board of Legislators would have none of it. Several Legislators expressed concern about affordable housing ownership because of the fear that owners would profit from selling units, and she noted the difficulty of convincing them that this is not the case.

Ms. Hadley expressed frustration with her inability to convince members of the Board of Legislators that the County is a bank that fills the gap between the owners or renters and the developers. Ms Dodds concurred saying that Ms. Hadley made a great presentation. She feels that it is a bad time for the Board now as there are many competing interests, but that Ms. Hadley did "a yeoman's job".

A. Update of June 11 Capital Discussion and Lunch

Ms. McLaughlin said that all capital presentations have been completed. Capital staff will now revise the write-ups in time for the Planning Board to adopt at its next meeting in July. Responding to a comment from Commissioner Landi that some of the presentations went off on a tangent and should stay on track, Ms. McLaughlin said that the capital budget process is being streamlined in order to improve the overall process including presentations. Projects submitted for 2004 have life/safety and revenue producing comments. The discussion at the luncheon will focus on security issues and projects on the Grasslands Campus such as the expansion of Labs & Research facilities.

She reminded members that the lunch discussion will take place at 12:15 in Room 420 on Wednesday, June 11.

B. Planning Department Proposed 2004 Capital Program

Commissioner Mulligan presented a PowerPoint presentation on the department's capital program focusing on open space and trailways, saying that this was the same show seen by the Board of Legislators. The Parkland Acquisition/Legacy Program is a 2004 request for \$10 million which, through partnership with municipalities, is intended to maximize and leverage County funds. Members were shown the County acquisitions in progress in Tarrytown, Hastings, Irvington, Lewisboro, Yorktown and Greenburgh.

The County trail system 2004 requests were also shown. Over 100 miles of County trail and bike routes are in existence with potential or planned trails or routes totaling 265 miles, for a total of more than 365 miles of on- and off-road trails. This year's capital requests include: the Hillside Woods Trail, an east-west trail which connects the South County Trailway with the Old Croton Aqueduct Trail; the Bronx River Pathway, a one-mile trail from Harney Road to the Scarsdale Train Station; and the Mahopac Branch Trail, a six mile trail which will connect Golden's Bridge to the North County Trail along a former railroad bed.

Recent Capital Planning studies, shown as examples, were Hudson Hills and Davids Island. The Hudson Hills archeological study found artifacts that will be on display at Croton Point Park in the Nature Building. The final request for \$300,000 for Facility Asset Management (floor plan, digitization) was submitted by Planning on behalf of DPW and Real Estate. The digitized floor plans would reveal the location of all existing assets and be used with facility management software to help reveal the conditions of each facility so that problems could be caught before any construction was undertaken. This could save a great deal of money, and can also be linked with emergency services as is already being done in some school districts. Commissioner Butler offered to make a presentation to the Board on this issue at a later date.

C. WMPF Awards Program

Members received a preview of the PowerPoint presentation to be shown at the June 5 WMPF Awards dinner. Ms. Eisenman explained the four awards winners: the Town of Cortlandt for the Bear Mountain Tollhouse; the Village of Irvington for the Scenic Hudson Waterfront Park; the Village of Tarrytown for a Senior Recreation Facility; and the Town of Yorktown for Wynwood Oaks, a senior affordable housing facility. There are also five Commendations to municipalities and seven citizens who will receive Citizen Planner Awards for their long and dedicated service on various municipal planning or zoning boards.

In addition, members will bid farewell to current President Haven Roosevelt who is leaving the area, and welcome the new President, Blanche Alter.

The event will take place at Philipsburgh Performing Arts Center in Yonkers, and all Planning Board members are invited to attend.

X. Adjournment

The meeting was adjourned at 10:05 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
July 1, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Eileen Pilla (Village)
Dennis Robertson (City)
Adam Zabinski, for Anthony Landi, Commissioner, Department of
Environmental Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

BOARD MEMBERS ABSENT: Clinton Smith, (Town)
Anthony Landi, Commissioner Department of Environmental
Facilities
Ralph Butler, Commissioner, Department of Public Works

STAFF PRESENT: Jerry Mulligan, Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Patrick Natarelli, Program Director
Fran McLaughlin, Senior Management Analyst
Sabrina Charney, Deputy Watermaster
Jeff Williams, Historic Preservation Planner
Ed Hoffmeister, Planner
Robert Lopane, Planner
Lukas Herbert, Planner
Karis Tenneson, Assistant Environmental Planner
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Peter Pucillo, Commissioner of Finance
Barbara Dodds, County Board of Legislators
Allen Elliott, Deputy Commissioner of Information Technology
Kay Foster, Information Technology

I. Call to Order

The meeting was called to order at 8:10 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are August 5, September 9 and October 7, 2003. Commissioner Mulligan brought up the possibility of canceling the August meeting, as many County boards do. Members agreed that this should be done, if there are no items requiring Board action. In that case, the next meeting would be on September 9.

Westchester County Planning Board

July 1, 2003

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III. Adoption of Minutes

The minutes of June 3, 2003 were approved on a motion of Mr. Fitzpatrick, seconded by Ms. Pilla.

IV. Chairman's Remarks

Mr. McKenna expressed his pleasure at the progress being made on acquisition of a number of properties for open space, as described in the July Announcements & Updates. Mr. Mulligan said that several projects will be completed the end of the year, although there are still some issues being worked out between the Town of Greenburgh and Unification Church regarding the Taxter Ridge property. Mr. McKenna congratulated the County saying it is a great accomplishment to acquire all these properties.

Mr. McKenna also congratulated Mr. Williams on his election to the Lyndhurst Property Council, and Ms. Drummond on her participation in providing training for the CDBG program. She was selected by HUD to participate in a recorded lecture series about the program, which is currently being prepared.

V. Commissioner's Remarks

Commissioner Mulligan told members that a new Planning Board member has been appointed and will begin attending meetings. Cheryl Lewy, former mayor of the Village of Larchmont, will fill one of the Village positions on the Board.

Commissioner Mulligan reminded members of the Workshops to be held in July to discuss alternatives for the Tappan Zee Bridge/I-287 corridor and urged that they get involved in this important study. Various scenarios for the corridor will be discussed and narrowed down for study in the coming EIS. Public reaction is important and meetings for various interest groups will be scheduled to increase participation. He asked if the Board would be interested in attending a joint meeting with the County Transportation Board at which time the study's consultant could give a presentation. Board members stated that this would be a good idea.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- May 16, 2002 through June 15, 2003

The Board voted to accept the Referrals on a motion of Mr. Hosey, seconded by Ms. Pilla.

B. Current Referral: Ridge Hill Village Center, Yonkers, Draft Scoping Document

Mr. Herbert gave a PowerPoint presentation to discuss the Ridge Hill Village Center which is planned as the first "lifestyle center" in the region. The concept is to try and recapture the "essence of a traditional American village center – a place where people and not parking lots, are paramount."

The proposal is for 1.3 million square feet of retail space; a 350-room hotel and conference center; 800 residential units; 150,000 square feet of office and research facilities; and 6,905 parking spaces, which is considerably larger than the GM Lighthouse Landing in Sleepy

Hollow. It will comply with the Yonkers affordable housing ordinance, and the apartments will be targeted at singles, couples and empty-nesters.

Public transportation could be provided to Metro-North stations and through new Bee-Line bus service. Mr. Herbert discussed how the proposed Village Center fits in with the Yonkers Comprehensive Plan. There could be concerns about the retail component 's impact on surrounding areas such as Central Avenue, as well as on the rejuvenation of the Getty Square area of Yonkers.

Although the Draft Scoping Session has already been held, the comment period is open until July 9, giving the Board a chance to comment. Some topics that could be added to the draft scope include: the impacts to existing Yonkers commercial areas; the relationship to other regional shopping areas; transit and bicycle access and relationship to the County's Sprain Ridge Park. Mr. Herbert pointed out the socioeconomic topics could be expanded.

Board members noted that the concept plan was very preliminary and would be subject to modification. It was noted that some elements, such as the size of the retail component, would be dependent on the findings of additional market studies. Chairman McKenna noted that the site was promising for a hotel and conference facility because of its proximity to New York City. Mr. Griffith noted that the target market for the retail aspects may well be residents of the Bronx. Ms. Pilla observed that the development at this time appeared to be very dense and she questioned how traffic could be managed. She noted that the site was very isolated. Mr. Fitzpatrick commented that traffic would be a major concern. Mr. Douglas noted that the site coverage was very high and that the development appeared to come up to the property line with the County park. He said that the project needed to take into account adjacent uses.

The Chairman requested staff to prepare and circulate to the Board a draft letter from the Board to Yonkers incorporating the points addressed in the presentation and in the discussion.

VII. Matters for Board Action

(The order of the Agenda items was changed to accommodate visiting staff members)

A. BIT08 Financial Systems Review – Capital Budget Amendment

Ms. McLaughlin explained that new systems and technologies need to be put into place to replace a 15-year old existing financial system that is obsolete. The existing vendor, AMS, has said it can not support the old system beyond 2005. Commissioner Pucillo explained that the Cobalt system is archaic and cumbersome and must be upgraded. He felt there was not much choice and that there are advantages to staying with AMS as they will work with us and are able to turn the conversion around in a short time. He said the new system will be paperless and that Human Resources likes it very much. It should be ready to come on board by January 1, 2005.

Members passed the Capital Budget Amendment on a motion of Mr. Hosey, seconded by Mr. Robertson.

B. Discussion and Adoption of Planning Board Report

Ms. McLaughlin said that the site visit to Public Safety had been very informative and she thanked members who came for attending. Ms. Pilla commented that the Department of Public Safety seemed to be in dire straits and needed more and better space. She felt that the it could not function well as presently configured. Mr. Hosey agreed and cited the fact that important equipment, such as the Bomb Squad truck, is housed separately from its trailer and necessitates a complicated system to be put in place before it can be fully functional. Ms. McLaughlin said that another site visit to Tibbetts Park is planned for July 21. She agreed that more frequent visits to the Grasslands Campus would be helpful because of the constant changes there.

Ms. McLaughlin reported that the 2004 requested County net is \$55,819,000, Airport net is \$5,450,000, Refuse District net is \$4,850,000 and Sewer and Water Districts net is \$31,317,000. As requested by the Deputy County Executive, most projects address life safety or security issues or are revenue-producing.

The Department of Public Works buildings, parking facilities and road and bridge projects are the result of long-range planning to address the structural needs of these facilities and forestall problems involving extensive repairs. DPW should be complimented on its well-balanced program.

The County Clerk has an interesting project to scan all land records from the 1600s to 1964. The completed project will generate revenue from title companies and eliminate expensive space now used for storage that will be reconfigured for other uses in a new capital project.

The Parks Department has two security projects that address the handling of over \$28 million in cash and merchandise each year.

The Department of Environmental Facilities has 15 projects that address security issues and involve the installation of fencing, locks, cameras, motion detectors and lighting. Two also address remote monitoring and alarm systems.

Mr. Hoffmeister gave an overview of the Valhalla Campus at Grasslands Reservation, which was purchased by the County early in the last century. Its first use was for those who were not wanted in urban areas such as the mentally ill, patients with contagious diseases or prisoners. The Mall or Oval was developed with Correction and the Hospital complex at either end. The County enhanced additional facilities at the Campus in the 1970s along Dana Road. In the 1970s, NY Medical College was constructed. The Medical Center has recently removed several buildings in order to construct the Children's Hospital and Trauma Center and has other development plans along the Mall.

The Armory, which is part of the Dana Road development, will revert to the County in the year 2012. The Fire Training Center has expanded its use also and needs storage space for its specialized vehicles, and Labs & Research must expand in order to meet its accreditation standards. Public Safety is planning to construct a firing range in the near future. All in all, this highly used site is in need of a number of expansions, renovations or improvements and requires a comprehensive review of all proposed projects.

The Planning Board Report was adopted on a motion of Mr. Douglas, seconded by Mr. Fitzpatrick.

C. Tree Permit, Westchester County Airport; Detention Basin Security Road

Mr. Natarelli discussed security issues at the County Airport, which necessitate cutting 14 trees in order to put in new fencing around the perimeter road. He described a geotextile fabric, which will be laid down to create a pervious surface and said there would be no work performed within the drip line of the trees.

He also discussed Detention Basins A & B which will divert stormwater carrying any pollutants away from the Airport and the reservoir.

The Tree Permit was approved on a motion of Mr. Douglas, seconded by Mr. Fitzpatrick.

D. Acceptance of Rockefeller Property Donation, Town of Mount Pleasant

Commissioner Stout showed Board members photos and described the property, which he said could be used as headquarters for the Parks Department in the future. The land is primarily vacant and is adjacent to the North County Trailway. It will provide an expanded parking area for users of the trailway and give access to wooded areas. Eleven acres will be donated to the County by a member of the Rockefeller family, and is consistent with the County's open space policies, as well as *Patterns*.

The Board voted in favor of acceptance on a motion of Mr. Douglas, seconded by Ms. Pilla.

E. HIF Amendment

Members were asked by Ms. Hadley to amend a Housing Implementation Fund (HIF) application for infrastructure items associated with development of affordable housing on East Grassy Sprain Road in Yonkers. There will be five affordable homes as part of the development of 34 single-family homes.

Funding was requested for additional components of construction. The Resolution was approved on a motion of Mr. Griffith, seconded by Ms. Pilla. Mr. Fitzpatrick abstained.

VIII. Matters for Board Comment

A. Draft Bylaws

Mr. Buroughs presented the second draft of proposed bylaws for the Board. He advised members that various boards' bylaws had been considered by the by-laws committee in order to draft these Rules of Procedure. If the Board agrees to the wording, he suggested that the draft be sent to the Law Department for review. Pending this review, the by-laws could be adopted at the September meeting.

The Board agreed to this course of action.

B. Referral Process Revisions

Mr. Buroughs said that the Referral Process revisions have been outlined in memo format. If the Board concurs, a Resolution to adopt the Referral Revisions will be drafted and submitted to the Law Department for review. Action may be possible in September. Once adopted, the municipalities will be advised of changes.

Mr. Hosey expressed satisfaction that these two pending items – by-laws and referral revisions – nearing implementation.

IX. Matters for Board Information

A. Citizens Volunteer Monitoring Program

Ms. Tenneson gave a PowerPoint presentation to explain the Volunteer Monitoring Program, a countywide program that comprises river and stream monitors, lake monitors (in 2004), monitoring networks and an online database. Volunteers may be anyone who is interested from 14 years and up. Generally, people join a team in their own local area and collect data weekly in the summer and fall. Stream monitors are currently working in 10 sites and 12 more will be added in July. Each volunteer chooses their role according to their likes and abilities, so that some may be schedulers/organizers, others recorders of data, or lab and field technicians, while others may help with all aspects of monitoring.

Volunteer monitors analyze the chemistry of stream water, sample the critters and document physical conditions such as stream size and appearance, temperature, algae, flow and water appearance. Various chemical conditions can then be assessed in order to ascertain the health of the stream.

Ms. Tenneson pointed out that all data can be viewed on-line at the County's Website www.westchestergov.com. Charts and graphs may be created on-line as well as simple statistics, all of which help volunteers interpret Westchester County's water quality. This program is not a policing program, and is being conducted for information purposes only in order to create a baseline of water quality information and connect communities with their water resources through hands-on involvement.

Mr. McKenna thanked Ms. Tenneson for her presentation.

X. Adjournment

The meeting was adjourned at 9:45 a.m.

MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD
Department of Transportation Conference Room
Mount Vernon, New York
August 19, 2003

BOARD MEMBERS PRESENT: Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Cheryl Lewy (Village)
Eileen Pilla (Village)
Clinton Smith (Town)
Adam Zabinski, for Anthony Landi, Commissioner
Department of Environmental Facilities

BOARD MEMBERS ABSENT: Francis B. McKenna, Chair (City)
Dennis Robertson (City)
Ralph Butler, Commissioner, Department of Public Works
Anthony Landi, Commissioner, Department of
Environmental Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation and Conservation

STAFF PRESENT: Jerry Mulligan, Commissioner
Nancy Hadley, Deputy Commissioner
Ed Buroughs, Assistant Commissioner
Anthony Zaino, Director of Program Development
Larry Kelly, Program Administrator
Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators

I. Call to Order

The meeting was called to order at 3:15 p.m.

II. Meeting Dates and Announcements

The next three meeting dates are September 9, October 7 and Wednesday, November 5, 2003.

III. Adoption of Minutes

The July 1, 2003 minutes will be considered at the September meeting.

IV. Chairman's Remarks

Due to the absence of Mr. McKenna, there were no remarks.

V. Commissioner's Remarks

Commissioner Mulligan asked all present to introduce themselves as there was a new member present, Cheryl Lewy, from the Village of Mamaroneck. Commissioner Mulligan welcomed Ms. Lewy to the Board and advised the Board that Ms. Lewy is the former mayor of Larchmont and has been involved in a number of civic activities including those related to Planning Department's work with the Long Island Sound Nonpoint Source Committee. Ms. Lewy expressed her pleasure at joining the Board and was welcomed by the members.

Mr. Mulligan said that he would not be present at the September meeting, as he had been invited to join the County Executive and other staff members on a working trip to Italy where various issues of interest to both sides will be discussed.

VI. Referrals

A. Ratification of actions taken by staff in response to planning and zoning actions referred to the County Planning Board

§ June 16, 2003 through July 15, 2003

Commissioner Mulligan requested that Mr. Buroughs give a brief overview of the referrals process for Ms. Lewy in order to bring her up to speed on how the referrals work. Mr. Buroughs explained the process saying that because the letters on behalf of the Board must go out in a timely fashion, routine actions are handled by staff on behalf of the Planning Board. The Board approves these actions at the monthly meetings. He noted that presentations are made to the Board on all major proposed developments and planning and zoning actions. Mr. Buroughs said that the Board has been exploring more expeditious ways of processing referrals and have identified categories of minor actions that can be predetermined not to raise any matter of interest to the County Board. He added that this would lead to a significant reduction in the amount of paperwork generated. The revised referral process should be on the Board's September agenda for review and action.

The Board approved the referrals on a motion of Mr. Hosey, seconded by Ms. Pilla, with Mr. Smith recusing himself from any referrals from New Castle.

VII. Matters for Board Action

A. Disposition of Residual Parcels to Municipalities for Park Purposes

Commissioner Mulligan discussed the proposed disposition of residual parcels using a map to illustrate his remarks. He explained that the County wishes to dispose of 34 residual parcels to the municipality in which each is located, for park purposes, in "as-is" condition. These parcels are the ones that were left over after parkway lands were transferred to the East Hudson Parkway Authority - now NYS DOT. Most are irregularly shaped, under one acre, and have physical constraints that make them impossible to use for almost any purpose except open space and buffer. They will revert to the County in the event that they are not used for park or municipal recreation within 5 years, or should that use not continue.

Mr. Mulligan further explained that no other County department has any use for the parcels, and they pose a major cost burden and liability for the County to own and maintain.

Mr. Mulligan indicated Mr. Griffith had suggested a possible revision to the draft Resolution to include the Board's recommendation that the land remain open to all county residents. The Resolution for Disposition was accepted on a motion of Mr. Douglas, seconded by Mr. Hosey.

B. Housing Implementation Fund, New Homes Land Acquisition, Transfer of Property to Lake Street Partners, LLC, Horton's Mill Village, Lake Street, City of White Plains

Mr. Zaino used an aerial photo and schematics to illustrate his presentation regarding the Lake Street property funding for an affordable housing project of 17 single-family first-time home buyers, modular townhouses. Mr. Zaino explained the concept, which although to be built as a modular, pre-manufactured project, will have architectural detail and variation that will create a neighborhood. The development will be clustered on 1.5 acres, thus preserving 8.5 acres of environmentally sensitive land, which also adds to existing parkland. Ms. Hadley stated her pride in the way Planning staff accomplished this project. She complimented the hard work of Mr. Zaino and the team who assisted him in helping White Plains for the first time to use HIF funds.

The Resolution supporting the request of the City of White Plains for funding and the Resolution recommending the transfer of the property were approved on a motion of Mr. Hosey, seconded by Ms. Pilla, with Mr. Fitzpatrick recusing himself.

C. Housing Implementation Fund, Warren Avenue Homes, Town of Greenburgh

Mr. Zaino gave an overview of this project using an aerial and a conceptual plan to show the development, which will comprise seven single-family homes. HIF funds are being sought for infrastructure items to facilitate construction.

Board members were satisfied that the proposal is a worthy one and approved the Resolution recommending the use of HIF funds on a motion of Mr. Griffith, seconded by Mr. Douglas, with Mr. Fitzpatrick recusing himself.

VIII. Matters for Board Comment

None

IX. Matters for Board Information

None

X. Adjournment

The meeting was adjourned at 4:10 p.m. Members moved to the 8th floor to convene a joint informational meeting between the Planning Board and the County Transportation Board to hear a presentation about the current Tappan Zee Bridge/I-287 Alternatives Analysis/Environmental Review.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
September 9, 2003

BOARD MEMBERS PRESENT: Dwight Douglas (City)
 Hal Fitzpatrick (Town)
 George Hosey (Town)
 Cheryl Lewy, (Village)
 Eileen Pilla (Village)
 Clinton Smith, (Town)
 Ralph Butler, Commissioner, Department of Public Works
 Robert Vrana for Joseph Stout, Commissioner, Department of
 Parks, Recreation & Conservation
 Adam Zabinski, for Anthony Landi, Commissioner, Department of
 Environmental Facilities

BOARD MEMBERS ABSENT: Marcus Griffith (City)
 Francis B. McKenna, Chair (City)
 Dennis Robertson (City)
 Anthony Landi, Commissioner Department of Environmental
 Facilities
 Joseph Stout, Commissioner, Department of Parks,
 Recreation & Conservation

STAFF PRESENT: Edward Buroughs, Assistant Commissioner
 Fran McLaughlin, Senior Management Analyst
 Kay Eisenman, Environmental Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators

I. Call to Order

The meeting was called to order at 8:10 a.m. by the Chair Pro Tem, George Hosey. Due to the absence of the Chair, Frank McKenna, on a motion of Mr. Douglas, seconded by Ms. Lewy, Mr. Hosey was designated Chair Pro Tem by the Board members present.

II. Meeting Dates and Announcements

The next three meeting dates are October 7, Wednesday November 5 and December 2, 2003.

III. Adoption of Minutes

The minutes of July 1, 2003 and August 19, 2003 were approved on a motion of Ms. Pilla, seconded by Mr. Fitzpatrick. Ms. Lewy abstained from the July 1 vote, as did Mr. Smith.

IV. Chairman's Remarks

None

Westchester County Planning Board

Meeting of September 9, 2003

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V. Commissioner's Remarks

Mr. Buroughs reminded the Board that Commissioner Mulligan is in Italy as part of a group of County and other officials traveling with the County Executive

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- July 16, 2002 through August 15, 2003

In response to a question about the status of the New York Presbyterian Hospital expansion in White Plains, Mr. Buroughs said that the plan had been approved and that the only action before the County Planning Board was a referral of the applicant's request for a one-year extension of the approval. He added that such an action does not reopen the review of the site plan and therefore the response was to advise the City Common council that this was a matter for local determination. Mr. Hosey noted that lawsuits filed by neighborhood associations in opposition to the site plan approval are still pending.

Mr. Douglas voiced concern that the response the referral of a site plan amendment for the White Plains City Center was drafted as a local determination. He noted the size of the overall project and cautioned that any amendment could have wider implications including visual impact and overtaxing the parking supply. Mr. Buroughs said that he understood Mr. Douglas' concerns and that he would review the approach to local determination responses on amendments to large projects. With regard to this specific referral, he said that visual impact and parking had been investigated by staff. He reported that the visual impact was found to be minimal as the new construction would be on a section of the parking garage roof located on the interior of the site, away from Martine Ave. He said that the application described the new use, a fitness center, as intended for use by the new residents of the condominium tower. Other Board members expressed concern that if the fitness center were to be open to the public that there then could be an impact on parking availability and traffic. Mr. Buroughs said that he will check on the status of the application and, if a decision has not yet been made by the City, a letter will be drafted to highlight the concerns expressed by the Board.

The Board voted to approve the Responses to Referrals on a motion of Mr. Douglas, seconded by Ms. Pilla. Mr. Smith abstained from all matters affecting Briarcliff Manor, New Castle and Pleasantville.

B. Current Referrals: 221 Main Street Redevelopment, City of White Plains

Mr. Buroughs called the attention of the Board to the Staff Report that was prepared on this referral and previously distributed to Board members. He then used a PowerPoint presentation to show the site location, elements of the project and illustrations of the project's design as presented in the draft environmental impact statement (EIS). He summarized the proposal as a request for site plan and special use permit approvals for two connected buildings with a total of 1.06 million square feet of floor area and 1,365 parking spaces on a site located between Main Street and Hamilton Street bounded by a new extension of Court Street on the west and Grace Church on the east. The buildings, proposed for a height of 350 feet, would contain hotel rooms, condominium units, street level restaurant/retail and 520,000 square feet of office space. Four levels of parking will be

underground and six above ground. A plaza would be built along Main Street adjacent to Grace Church. The existing 11-story Bar Building located on Main Street at Court Street is not part of the development site. Much of the site is owned by the City and is part of a designated urban renewal area. The applicant has requested that this development be considered part of the City Center site for zoning purposes which would allow a transfer of density. The project also incorporates the development rights of the Grace Church property.

Members held a detailed discussion of the project, voicing particular concern about the traffic impact and the layout of the buildings and public spaces. In addition, questions were asked about the sufficiency of infrastructure (i.e., water, sewage collection/treatment, power) underlying all the development currently on-going and planned in White Plains. Mr. Zabinski advised members that water and sewer needs could be met. No one had a handle on the subject of power supply. Ms. Pilla emphasized the importance of the comment in the Staff Report that the newest US Census figures from 2000 be used in determining traffic patterns.

Ms. Lewy remarked on the importance of the streetscape on Main Street and of the setting of Grace Church as a focal point for downtown. She and others noted that the proposed site plan had the new buildings facing backward from Main Street and Mamaroneck Avenue. It was discussed that the proposed plaza on the extension of Court Street would have little utility for the public and that the space would be more effective if added to the proposed Grace Church plaza. Such a change would provide public open space where it is needed. An expended plaza incorporating building entrances would also enhance the setting of Grace Church which, on the current plans, would be boxed in and isolated by the walls of the new buildings. Mr. Smith noted that consideration needs to be given to the relationship of the project to the Barr Building. He noted that the current plans would create an odd and possibly unattractive streetscape.

Mr. Buroughs thanked members for their comments. He said that he will convert the Staff Report into a response letter to the City and add a section to focus on the site plan layout, public spaces and Main Street/Mamaroneck Avenue as a focal point. The draft letter will be distributed to the Board for review and comment prior to be submitted to the City.

VII. Matters for Board Action

Mr. Buroughs advised the Board that the Law Department has reviewed the draft Rules of Procedure and has recommended that the revisions to the referral process be incorporated in these rules rather than be acted upon separately. Also, he said, the lawyers identified a few items that require direction from the Board and that is why adoption of the Rules is not an action item on this meeting's agenda. Mr. Hosey suggested that the revised Rules be sent to Board members for review and comment. He said that the points in question were few and that they were highlighted in bold type within the text. He asked members to reply to Mr. Buroughs if they had any comments so that the Rules could be revised in time to be placed on the October agenda for adoption.

A. Capital Budget Amendment-BIT011 MOB I Data Center Power Backup Upgrade

Ms. McLaughlin explained to the Board that the Capital amendment is a request for an additional \$380,000 to provide for installation of an emergency generator in order to sustain power to computer systems and servers during a power loss, such as the recent August blackout.

The amendment was recommended by the Board on a motion of Mr. Douglas, seconded by Mr. Smith.

B. Capital Budget Amendment-B0079 Access Control Enhancements-Various County Facilities

Ms McLaughlin briefly discussed another amendment which would provide funding for access control enhancements to County facilities outside of White Plains. The projects would include card access control, closed circuit TV cameras, motion detectors, fences and gates. The first facilities to be provided access enhancements would be Labs and Research and the Transportation bus garages.

Members questioned if security is to be provided at unstaffed facilities such as sewer pump stations which could be vulnerable to vandalism or attack. Mr. Zabinski replied that facilities belonging to the Department of Environmental Facilities are covered by another capital budget project and will have security updates performed in early 2004.

A motion to recommend the Amendment was made by Mr. Fitzpatrick, seconded by Ms. Pilla, and approved.

VIII. Matters for Board Comment

A. Tappan Zee/I-287 Environmental Review

Mr. Buroughs asked members if there were any comments they wished to share as a follow-up to the joint meeting held in August in Mount Vernon with the Transportation Board to hear a presentation on the Tappan Zee Bridge/I-287 environmental review project. Members then had a lively discussion about a number of issues and concerns pertaining to the meeting and to the presentation by the Thruway Authority and Metro-North Railroad.

Mr. Hosey commented that the presentation was not detailed or informative enough as it was not geared to a knowledgeable audience. Too much of the data was presented in very broad terms and it was not made clear how the decision-making process would work and how the Thruway Authority and Metro-North will make decisions. Mr. Smith noted that the agencies approached the study from the perspective of how to move people whereas the Planning Board looked at the topic as what happens when you move people.

Mr. Douglas was concerned that several of the options to be studied appear to be science fiction whereas others such as the concept of holding to six lanes with one or two dedicated transit lanes had been dismissed without further study. Several members spoke in favor of creating dedicated bus or transit lane(s) all the way from the bridge to Port Chester. It was noted that every scenario was based on an increase in automobile capacity and the Board questioned if this made sense. Mr. Fitzpatrick quoted the 'if you build it, they will come' axiom. Mr. Smith noted that an objective of the study should be to identify the point at which transit is forced to become a viable option for commuters, not to make driving easier.

Ms. Lewy questioned why some of the transit options deleted the White Plains to Port Chester/Connecticut link. She stated that such a design would be unfair to Westchester residents and business in the long term. She noted that the agencies seemed intent in defining the study as an access to New York City study with a focus on the Hudson Line instead of a regional access plan that would serve Westchester's interests.

Mr. Douglas noted that the physical constraints facing a Hudson Line connection were beyond formidable but are to be studied while the concept of adding a track for commuter service on the West Shore Line appears to be dismissed. Mr. Hosey commented that some logical solutions appear to be placed on the back burner. Mr. Douglas noted that many of the scenarios could place significant growth incentives on the west of Hudson communities and further aggregate traffic conditions.

Ms. Pilla recalled a presentation made by William Fahy of Liberty Lines some time ago that emphasized the flexibility that would come with an express bus/bus land system as opposed to a more limited role by fixed transit such as light rail. Mr. Douglas noted that light rail, if properly planned, could encourage smart growth at station areas. He noted that it is critical that a light rail route plan be designed and that development opportunities be identified. He added that it was equally important that there be a discussion of who could pay for such a system and who would operate it. Ferry service was also discussed but Mr. Douglas noted that this was not an equivalent option based on capacity, operating characteristics and weather limitations.

Mr. Buroughs asked if the Board wanted to convey their observations to the Thruway Authority and Metro-North. Mr. Hosey requested that a letter be drafted for the Board's review and then sent to the project sponsors, with a copy to the County Executive. Mr. Buroughs will prepare a draft letter based on the discussion.

IX. Matters for Board Information

A. Reorganization of Planning Department

Mr. Buroughs advised the Board that Commissioner Mulligan has initiated a reorganization of the Department and that he would provide more details at the October Board meeting. He pointed out charts on the wall showing the present two division configuration of the department and the proposed restructuring into five sections. He passed out sheets showing the reorganization. He noted that the new structure evolved from surveys of the staff that were followed by discussions. Staff had expressed a desire for clearer lines of responsibility. He added that the Commissioner wanted to make the structure truly reflect the work and focus of the Department.

One member asked about the Water Agency. Mr. Zabinski gave a brief history of its evolution from the Department of Environmental Facilities, where it was mostly concerned with the engineering operations of the water districts, to the Planning Department, where it is now focused on water supply and conservation with a planning perspective under its director, Gina D'Agrosa.

In reaction to the discussion of the Department's focus, Ms. Pilla brought up the topic of the numerous plans for large development projects in the county, particularly but not only on waterfront sites. She questioned if anyone was addressing in a comprehensive manner the adequacy of infrastructure, water usage and sewage treatment. Mr. Zabinski commented that the Department of Environmental Facilities tracks building permits within the service area of the Yonkers plant and that, at present, there is sufficient capacity in the treatment plants to accommodate what is planned. He said there has been a moratorium on extensions of the New Rochelle district for several years but that this does not affect sites already within the district. He noted that some plant rebuilding plan will be needed at New Rochelle.

Westchester County Planning Board

Meeting of September 9, 2003

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Mr. Smith noted that it might be useful for the Department to consider producing an overview of major developments and of potential new development sites. Mr. Douglas agreed that preparation of such an overview would be useful.

Mr. Hosey noted that one topic about which little seems to be known by the Board is energy supply. He suggested that a speaker from Con Ed and the Power Authority be invited to a future meeting to present an overview of energy supply issues. The other members agreed that this could be productive if an appropriate speaker were identified.

X. Adjournment

The meeting was adjourned at 10:10 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
October 7, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Cheryl Lewy, (Village)
Eileen Pilla (Village)
Christina Selin (City)
Clinton Smith, (Town)
Joseph Stout, Commissioner, Department of Parks, Recreation
and Conservation
Adam Zabinski, for Anthony Landi, Commissioner, Department of
Environmental Facilities

BOARD MEMBERS ABSENT: Ralph Butler, Commissioner, Department of Public Works
Anthony Landi, Commissioner Department of Environmental
Facilities

STAFF PRESENT: Jerry Mulligan, Commissioner
Ed Buroughs, Assistant Commissioner
Gina D'Agrosa, Director, Water Agency
David Kvinge, Director of Environmental Planning
Fran McLaughlin, Senior Management Analyst
Jeff Williams, Historic Preservation Planner
Paul Gisondo, Associate Planner
Valerie Monastra, Environmental Planner
Bill Brady, Associate Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators

I. Call to Order

The meeting was called to order at 8:12 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are Wednesday, November 5, December 2, 2003, and January 6, 2004.

III. Adoption of Minutes

The minutes of September 9 were approved on a motion of George Hosey, seconded by Cheryl Lewy.

Westchester County Planning Board

October 7, 2003

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IV. Chairman's Remarks

None

V. Commissioner's Remarks

Commissioner Mulligan welcomed the Board's newest member, Christina Selin of the City of New Rochelle. As noted by Mr. Mulligan, she is currently a member of the City of New Rochelle City Council until the end of the year. The Board members and staff introduced themselves, and welcomed Ms. Selin to the Board.

Mr. Mulligan and Ms. D'Agrosa introduced two new Planning Department staff members, David Kvinge, Director of Environmental Planning, most recently with a consulting firm in Massachusetts, and Valerie Monastra, Environmental Planner, a recent graduate of Tufts University.

Mr. Mulligan noted a press event to recognize the recent acquisition of a portion of the Graham Windham Property in the Village of Hastings-on-Hudson, scheduled for Monday, October 27 at 10 a.m., at the site on Warburton Avenue. County and State funds were used to purchase a 14.25-acre portion of the Graham Windham School's property. An invitation was given to Board members.

Mr. Mulligan and Mr. Stout briefed the Board on their recent trip to Italy with a County contingency led by the County Executive Andrew Spano to promote economic links between the County and Italy. The group visited Genoa, Turin and Milan, with a particularly interesting visit to a unique park system in Milan. The County will work with Milan on such issues as park planning and water quality. An Italy Desk has already been opened at the County offices to encourage such links, and a new America Desk was opened in Italy during the trip. Coordination with these towns in Italy are intended to help spur opportunities for small and medium size economic development here in the County.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- August 16, 2002 through September 15, 2003

As a follow up to the Board's discussion last month on the development of a Health Club facility above the parking garage recently constructed at the White Plains City Center, Mr. Buroughs noted that construction on the new portion has proceeded quickly, leaving the Board without an opportunity to provide comments to the City. Board members had previously expressed concern over potential incremental traffic and parking impacts of the proposed addition to the development.

The Board voted to approve the Responses to Referrals on a motion of Mr. Hosey, seconded by Ms. Pilla. Mr. Smith abstained from all matters affecting Briarcliff Manor, New Castle and Pleasantville.

B. Current Referrals

None

VII. Matters for Board Action

A. Adoption of Supplemental Planning Board Reports

Ms. McLaughlin briefly outlined the six capital projects that have been introduced into the 2004 proposed Capital Budget since the Planning Board voted to approve the Planning Board report on July 1, 2003. A memo describing these projects was provided to the Board.

Regarding BES02 Emergency Field Communications Unit and Equipment, Mr. Hosey asked whether the unit would be located at the Grasslands Reservation, or perhaps at the County Police Headquarters facility. Ms. McLaughlin said that it would be located somewhere in central Westchester and be available to all municipalities.

Regarding RCC10 County Center Site Improvements, Mr. Smith asked if the number of parking spaces at the County Center would be increased or decreased. Ms. McLaughlin noted that the space count would be decreased from the current total, but would be an increase over the amount prior to the establishment of the temporary lot. Mr. Douglas also asked if plans for the site work at the County Center can be made available for the Board's review, and Ms. McLaughlin said staff had reviewed the plans and they would be presented to the Board at a future meeting. Mr. Williams also provided background on the site work proposed at the County Center, including pathway improvements and streambank stabilization to the Bronx River.

B. Capital Budget Amendment – B0065, Motor Pool Facility

Ms. McLaughlin discussed the proposed \$200,000 addition to the 2003 Budget to finance the replacement of the existing motor pool facility with a similar modular building at the Michaelian Office Building. The existing building has reached its useful life and has shown signs of rapid deterioration. Public Works would like to replace before winter, necessitating an amendment now. Copies of the draft Planning Board Report and draft Resolution on the matter was provided to the Board.

The Board voted to approve the Resolution on a motion by Mr. Hosey, seconded by Ms. Pilla.

C. Proposed Acquisition of Taxter Ridge Property, Town of Greenburgh

Mr. Mulligan noted that while the Board had been forwarded materials on the proposed acquisition of the approximately 200-acre site in the Town of Greenburgh and the Village of Tarrytown, some details of the acquisition still had not been finalized, and that the action on the Board's support resolution should be postponed to the November meeting. Mr. Mulligan introduced the proposed acquisition indicating it is one of the largest undeveloped parcels in lower Westchester.

Mr. Hoffmeister gave a brief summary of the Taxter Road site and acquisition. Currently owned by the Unification Church, the property would help serve as a buffer between urbanized areas and would help preserve existing open space corridors in this part of the County. Mr. Hoffmeister noted that the exact boundaries of the property, as well as the future use of a building on the site had not been finalized. The site has extensive areas of environmentally sensitive features, including approximately 80 acres of steep slopes and

wetlands. The purchase price for the property is \$10.9 million, which will be split between Westchester County, New York State, the Town of Greenburgh and the Village of Tarrytown.

Mr. Mulligan informed the Board that the County has been requested to consider the purchase of the nearby Gracemere property, in the Village of Tarrytown, that is being considered for a residential subdivision by the Village. The County recommended the Village provide for easements to enable trailway linkages through the property. Mr. Mulligan highlighted the former Unification Church property recently purchased by the County in Tarrytown that, along with the Westwood property and other public open space linkages, will result in a very important open space network in lower Westchester. Ms. Pilla asked about the status of the Kraft property, also located between Broadway and the Hudson River in Tarrytown. Mr. Mulligan noted that while the current owners have not expressed interest in selling the property or giving the County the right of first refusal, discussions are continuing with the owners to secure access for the RiverWalk trail along the site's Hudson River frontage. Staff of the Planning Department have recently flagged a proposed RiverWalk trail route through the property.

Mr. Mulligan also indicated to the Board that the proposed acquisition of the Shadow Lake property in the Town of Yorktown was on the agenda that day for action by Board of Legislators.

D. Resolution of Appreciation

Mr. Mulligan informed the Board that Dennis Robertson of the City of Yonkers was not re-appointed to the Planning Board by the County Executive upon the expiration of his term on the Board. A draft resolution was provided to the Board expressing appreciation of Mr. Robertson's services and of his value to the Board during his time of service.

The Board approved the resolution as drafted on a motion by Mr. Fitzpatrick, and seconded by Mr. Hosey.

E. Planning Board Rules of Procedure

Mr. Buroughs gave an overview of the recently drafted procedures for the Board. The Board currently does not have written procedures. Draft procedures were assembled by a committee of the Board and forwarded to the County Law Department for review and comment; final sign-off from Law is expected shortly.

Several Board members discussed the section of the procedures regarding Public Hearings/Comments (Article IV, Section B. Public Comment) and expressed a desire for more defined time limits for public comment at public hearings, while others on the Board supported the current draft which does not include specific time limits for public comment. The Board did agree that the above cited section be amended to include language which would allow the Chair to establish time limits for public speakers at meetings and hearings on a case by case basis.

Some members also asked for clarification regarding the draft procedures for Municipal Referral to the Board (Article V), including Section B, which discusses categories of actions not requiring Board review. Mr. Buroughs provided background on the topic, and the Board

was satisfied with the language as drafted. Mr. Hosey also complemented the language regarding Executive Session (Article III, Section F) as appropriate.

It is expected that the Board will adopt the new procedures at their November meeting. Mr. Buroughs also noted that notification of the changes in referral procedures would be sent to the municipalities immediately following an approval by the Board at the November meeting. The adopted procedures will also be included in a Planning Board Manual, which will be updated and distributed to the Board.

F. Letter on Tappan Zee Bridge/I-287 Environmental Review

Mr. Buroughs noted that a draft letter had been sent to the Board for review. The Board had some discussion on the subject of the Environmental Review at the September meeting, as a follow up to a presentation given by staff of Metro-North Railroad and the New York State Thruway Authority at the special August Board meeting. The letter includes comments of the Board including the need for focus on Westchester County, integration with regional planning, focus on moving people as opposed to cars, and inconsistency in applying criteria to proposed corridor scenarios.

The Board requested that the letter include a call for Metro-North and Thruway Authority staff to return to the Board responses to the letter and to provide an update on the status of the environmental review. The Board members stated an interest in hearing more about the process of involving municipalities in the I-287 corridor as more detail designs are developed for the corridor improvements.

Mr. Douglas asked whether the County had considered hiring its own consultant to review and comment upon the environmental review process. Mr. Mulligan noted that the County has not hired such a consultant and that staff in Planning and Transportation are working with the Thruway's consultant to see that the County's issues are identified and addressed.

Ms. Lewy asked several questions regarding recent news reports on the significance of the Secaucus Transfer Station in New Jersey. She also expressed concern that parking needs at transit stations were not being considered adequately. Mr. Buroughs noted that these concerns would be added to the letter. He added that at a recent meeting, the County expressed concern that the reduction of alternatives to one final alternative was proposed to be completed shortly, perhaps by the end of 2003 and that such a reduction in alternatives would likely not occur that quickly. He said that the review of the alternatives would continue into 2004. Mr. Mulligan indicated that future Planning Board meetings will focus on this topic.

Mr. Buroughs informed the Board that County Transportation Commissioner Larry Salley had requested that the Planning Board consider sending a comment letter on this matter jointly with the Westchester County Transportation Board. The Board felt that a separate letter from the Transportation Board would be more effective, and could include comments more traditionally the purview of the Transportation Board.

The Board supported the letter as amended on a motion by Mr. Douglas, seconded by Ms. Pilla.

VIII. Matters for Board Comment

None

IX. Matters for Board Information

A. Reorganization of Planning Department

Mr. Mulligan gave an update of the Planning Department's recent reorganization. Using a chart, he outlined the functions of the department's five newly structured sections. The new sections are Administration, Design, Land Use and Development, Housing and Environment. Each section would have a staff person to head the section. Norma Drummond and Ed Buroughs will become Deputy Commissioners. Mr. Mulligan noted that the new structure is intended to focus the department's work on its major programs and projects and enable services to be delivered in a more efficient way that promotes smart growth using all the resources that the County or other agencies have to offer. It will also allow for greater professional development of staff by allowing a greater variety of work among staff. A new Project Tracking System is being developed to assist in managing the work program of the department and tracking and funding of staff assignments and project milestones, and deadlines. Mr. Mulligan told the Board that he would host a tour of the department following upcoming staff moves and renovations to help Board members become familiar with new locations of staff. The Board will also be provided with an updated organizational chart, as well as samples of the Project Tracking System.

B. RiverWalk Plan

Mr. Gisondo gave an overview of the recently released Hudson RiverWalk Trailway Plan. He presented excerpts of the report, including maps, photos and sample text descriptions of the plan's 29 trail sections. The report is also available for viewing on the Department's web site. Mr. Gisondo noted that the RiverWalk effort is unique and ambitious. Unlike other County trails, the RiverWalk route is owned by a variety of entities. The 46-mile route includes existing trails within existing parks, including several portions of the Old Croton Aqueduct State Trailway. The route often closely follows the shoreline of the Hudson, though other portions travel inland, including through several downtown areas. Several local parks already include trails along the river. In some portions the route will be bikable, while other portions, particularly at its northern end, are only walkable. The route may change as new properties and trails are secured and improved. The report provides maps of the proposed route as well as photos and text descriptions of each of the 29 segments, including steps needed to implement the trail.

Mr. McKenna asked whether access to the portion of the trail within Camp Smith Military Reservation in the Town of Cortlandt has been restricted recently because of general security concerns at such facilities. Mr. Gisondo noted that no changes in access have occurred along the Camp Smith trail that connects the new tollhouse visitor center to the Appalachian Trail.

Mr. Gisondo noted that the consulting firm of Cherbuliez-Munz is under contract by the County to develop design standards for the trailway, including pavement, signage and furniture designs. Mr. Mulligan noted that the County Executive desires a high level of design and consistency for RiverWalk. Ms. Pilla noted that the Hudson River Towns of Westchester (HRTW) have given their support to the Trailway Plan. Mr. Mulligan noted

that several property owners have recently come forward to discuss the sale or use of their properties for the trail. The Hudson River Museum in the City of Yonkers has expressed a desire to link RiverWalk to their facility and related programs.

Mr. Buroughs noted that funding for preparation and production of the report came from Federal Transportation Planning grants, with the County providing a 20% match of the project cost. A goal of the plan is to secure other funding sources, such as Hudson River Greenway funds, to help assemble the pieces of the trail. Mr. Douglas asked about the relationship of the RiverWalk signage to the roadway signage proposed by HRTW. Mr. Mulligan noted that the Planning Department is continuing to work with the New York State Department of Transportation on approving the proposed HRTW signage system for roadways. While the process has taken a long time, Regional DOT staff has been supportive.

X. Adjournment

The meeting was adjourned at 10:15 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
Wednesday, November 5, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
George Hosey (Town)
Cheryl Lewy (Village)
Eileen Pilla (Village)
Christina Selin (City)
Clinton Smith (Town)
Ralph Butler, Commissioner, Department of Public Works
Robert Matarazzo, for Anthony Landi, Commissioner, Department
of Environmental Facilities
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation

BOARD MEMBERS ABSENT: Dwight Douglas (City)
Anthony Landi, Commissioner Department of Environmental
Facilities

STAFF PRESENT: Jerry Mulligan, Commissioner
Ed Buroughs, Assistant Commissioner
Norma Drummond, Assistant Commissioner
Fran McLaughlin, Senior Management Analyst
Sabrina Charney, Principal Planner
Tracey Corbitt, Associate Planner
Jeff Williams, Associate Planner
Kay Eisenman, Environmental Planner
Karis Tenneson, Assistant Environmental Planner
Bill Brady, Associate Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators
Kieran Quinn, Executive Director, Federated Conservationists
of Westchester County

I. Call to Order

The meeting was called to order at 8:10 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are December 2, 2003, January 6, 2004 and February 3, 2004. Mr. McKenna asked the Board to consider alternate meeting dates for several dates in 2004 which currently fall on Tuesdays after a Monday holiday. Those dates are June 1, July 6 and September 7. The Chair asked that the Board agree to have these meetings on the following, or second, Tuesday of the month. The Board agreed; the new dates are June 8, July 13 and September 14.

III. Adoption of Minutes

The minutes of October 7 were approved on a motion of Ms. Pilla, seconded by Mr. Hosey.

IV. Chairman's Remarks

Mr. McKenna acknowledged that the quality of Updates and Announcements has improved in recent months. He noted that they have become better organized and much more informative.

Mr. McKenna complimented staff on the letter to New York State Thruway and Metro-North officials on the Tappan Zee/I-287 Environmental Review. He felt it was forceful and reflected the Board's concerns. Mr. Buroughs noted that he'd recently spoken to the project's managers and discussed the letter. They are reviewing the Board's comments, will respond in a letter, and are willing to discuss the matter further at a future Board meeting. The managers have already revised the project's alternatives, including alternatives for the crossing of Westchester County in accordance with the Board's recommendations. They will likely respond and visit the Board before January 2004. Commissioner Mulligan noted that the Chairman of the Westchester County Transportation Board and Commissioner of the County Department of Transportation, Larry Salley, stated that the joint meeting of the boards was useful and they would like to continue this practice on issues of common concern.

Mr. McKenna complimented the staff on the RiverWalk report, *Hudson River Trailway Plan*, as excellent. He looks forward to having this document widely distributed and utilized in the Hudson River communities. Commissioner Mulligan noted the recent ceremony held to celebrate the acquisition of the Graham Windham property in Hastings, which will help connect portions of the RiverWalk route and preserve a sensitive open space property. He noted both good press coverage and attendance at the event.

Mr. Mulligan noted that the County is currently working with almost all the Hudson River communities on trail planning, design and potential property acquisitions. He recently met with the Mayor of Ossining, and will be meeting with Scenic Hudson on projects in Peekskill and Sleepy Hollow. Former County Planning Board Chairman, William Cassella, offered to assist in planning efforts in Dobbs Ferry. He also recently met with Mayor Paul Janos of the Village of Tarrytown on segments of RiverWalk and a park project funded with Community Development Block Grant funds from the County. These projects need to be coordinated with the Master Plan and a Waterfront Plan that are being done by the Village.

The Department has contracted with the landscape architecture firm of Cherbuliez and Munz on design guidelines for the trail to ensure both continuity and a high level of design for the full length of RiverWalk. These issues are of particular concern of the County Executive.

V. Commissioner's Remarks

Commissioner Mulligan updated the Board on his recent meeting with delegations from Italy. He discussed the County's Watershed Planning efforts with a group from Abruzzi region. With Commissioner Stout of the County Department of Parks, Recreation and Conservation, open space and parkland planning efforts were discussed with the delegation. Other groups planning a visit include a delegation from Calabria and there will be a teleconference with a group in Milan.

Mr. Mulligan noted that staff relocations within the department should be completed by the end of the year. The relocation of the reception area directly across from the elevator lobby is under way to provide for more direct access by visitors and to save time of various staff who will no longer need to meet visitors at the lobby. Ms. Drummond has organized the several phases of moves and minor rehabilitation and has done a great job with excellent assistance from the Department of Public Works. Mr. Mulligan said a tour of the revised office layout will be arranged for the Board in January.

Mr. Mulligan recognized the recent 50th wedding anniversary celebrated by Ms. Eileen Pilla and her husband. The Board's members and staff joined in wishing her congratulations and best wishes.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- September 16, 2003 through October 15, 2003

On the matter PKS 03-031, Omnipoint Communications, Mr. Hosey discussed the Board's previously expressed concerns toward particularly large and visually impacting antenna proposals such as this. The proposal includes an antenna monopole in a key point on the Hudson River. The response letter recommended that the City of Peekskill be sensitive to the river's viewshed. The Board discussed the county's installation of antennas and poles on county properties and facilities. It was pointed out that, several years ago, the Board had recommended that the department conduct some research into the topic of communications antennas and dishes. Mr. Mulligan noted that an informational "monograph" report had been prepared on the topic by staff and widely distributed. Mr. McKenna and Mr. Fitzpatrick noted that perhaps five years ago the Board thought there was a need for more research, including a list of all antennas approved throughout the county, as well as a map of antenna coverage in the county and incorporated most of the Planning Board's recommendations. Mr. Mulligan said that he would look into the need for additional research and report back to the Board.

Ms. Pilla asked about the status of the Ichabod's Landing project in Sleepy Hollow. Mr. Buroughs noted that the Final Environmental Impact Statement (EIS) had been submitted to the Village. The revised project described in the Final EIS was an improvement over the earlier proposal. Mr. Buroughs noted that, based on the referrals that have been received in recent years, the construction of free-standing towers has subsided and most new applications were for building mounted units. He said that because this particular proposed tower would be in a highly visible site, the response letter expressed serious concern about potential impacts. Ms. Selin expressed caution that the Planning Board not infer to local governments that they have unbridled ability to disapprove all communication towers since there are limitations on local regulation. Mr. Buroughs said that he would provide an update to the Board on the status of this application at the December meeting. Mr. Mulligan noted that Martin Ginsburg of Ginsburg Development Corporation, the project's developer, had asked to meet with Planning Department staff on this project and RiverWalk issues.

On the matter of HAR 03-002E, Manhattanville College Sanctuary, Mr. McKenna noted the Board's comment letter regarding support of the public education on water quality issues associated with this project. Mr. Mulligan noted that public education on water quality issues and implementation of various county programs on improving water quality are a big

part of the County's environmental planning work program. Mr. Williams noted that he reviewed plans for the Manhattanville proposal and said that there were no negative impacts on historic elements at the campus.

The Board voted to ratify the actions of staff taken in response to referrals on a motion of Mr. Hosey, seconded by Ms. Pilla. Mr. Smith asked that he be recused from projects in New Castle and Pleasantville.

B. Current Referrals

None

VII. Matters for Board Action

A. Proposed Acquisition of Taxter Ridge Property

Mr. Mulligan gave an update to the October presentation on the proposed acquisition of the approximately 200-acre site in the Town of Greenburgh and the Village of Tarrytown. The County is continuing to work with the Town, Village and the Trust for Public Land on the acquisition. The main issue still to be worked out includes a 17-acre portion of the site, which primarily consists of wetlands, and which is mostly located in the Village of Tarrytown. The ability of the Village of Tarrytown to participate in the acquisition of this parcel still needs to be supported by the Village Board. The overall property will serve as a buffer between urbanized areas, with potential railway connections being planned. Mr. Mulligan noted that a management agreement for the site will be discussed at an upcoming meeting. Legislation approving the acquisition is being submitted to the County Board of Legislators for their consideration this month. The County's share of the purchase price is not to exceed \$3,633,337.

Ms. Pilla discussed the proposed acquisition of the Neperan Road property, also in the Village of Tarrytown. While the Planning Board supported the participation of the County in the property's acquisition, Mr. Mulligan said that the Village of Tarrytown purchased the property without funding assistance from the County.

The Board adopted the resolution recommending the purchase of the property on a motion of Mr. Hosey, seconded by Ms. Pilla.

B. Disposition of Residual Parcel DD to City of New Rochelle

Mr. Mulligan gave background on the County's efforts to dispose of residual properties that are left over from former parkway lands. Approximately 300 parcels, most very small and of limited use, were left in County ownership when parkways were conveyed to New York State, but 64 parcels remain. The properties were offered to municipalities for \$1 if the land is to be used as parkland. Otherwise the municipalities may purchase for fair market value. If the municipality is still not interested, the properties are being offered to adjacent property owners for fair market value.

Mr. Mulligan discussed the location of Parcel DD, an area of 0.13 acres, which is needed by the City for the adjacent New Rochelle Intermodal Transportation Center. The City of New Rochelle will purchase the site from the County for \$6,950. Mr. Hosey asked that the

purchase amount be included in the Board's resolution to recommend the sale. The Board agreed.

The Board adopted the resolution as amended on a motion by Ms. Lewy, seconded by Ms. Pilla. Ms. Selin recused herself from the vote.

C. Rules of Procedure

Mr. Buroughs asked whether the Board had any reaction to the latest draft Rules of Procedure for the County Planning Board. The County Attorney had made several changes to the draft rules since the Board's last review.

Mr. Smith and Mr. Hosey had some comments on the matter of Public Hearings/Comment (Article IV). Mr. Smith felt that the length of comments should be made consistent for particular issues or topics, and that the Chairman be able to adjust accordingly. Mr. Hosey pointed out that even though the County Attorney suggested that a specific time limit be set in the by-laws, he thought the wording should stay unchanged to provide the Board flexibility on this matter. The Board agreed to change the phrase "case-by-case" basis to "item-by-item" in Article IV, Section B (ii).

Mr. Butler raised the topic of Change or Cancellation of Meetings (Article III, Section G). He noted that it may be difficult to cancel a meeting based on the current wording. It was agreed to change "other events" to "other considerations" to give the Board additional flexibility.

Mr. Buroughs pointed out language in Municipal Referrals to the Board (Article V, Section A). He recommended that the phrase "listed under subsection (B)" be added after "Actions" in (iv) so as to clarify that this provision applies only to those actions with a Positive Declaration that are otherwise referable. The Board agreed with this change.

Mr. Griffith discussed a matter of conducting meetings and actions in the absence of a quorum (Article III, Section H). It was agreed that the words "meeting of the Board shall be conducted nor shall any" should be deleted to give the Board flexibility to hold meetings without quorums, though no actions can be taken. It was seen as helpful to have the Board able to discuss matters should there be no quorum.

Mr. Hosey and other Board members also discussed the matter of "open" sessions and minute-taking, but decided no changes were required.

Returning to the subject of public comment, a few members noted that the Board may not want to place itself under an obligation to entertain public comment during the discussion of items that are not part of a public hearing. Mr. Smith noted that replacing the word "shall" with "may" in the first sentence of Article IV-B(ii) would provide the Board with this flexibility. Other members expressed concern that the exercise of such discretion could prove troublesome. It was noted that the County Attorney may not recommend such a change in any event. It was decided that this aspect should be further discussed with the County Attorney and then brought back to the Board for further discussion.

It was suggested that the Board adopt the Rules of Procedure as written with the understanding that amendments could be made by the Board after further discussion.

The Board voted to approve these Procedures with the four revisions on a motion by Mr. Hosey, seconded by Ms. Pilla.

D. Notification to Municipalities of Referral Revisions

Mr. McKenna noted that he thought the draft letter to be sent to municipal officials advising them of the revised referral procedures will be very helpful. Mr. Mulligan said that the County Executive supported the revisions. Mr. McKenna also noted that the Board has received approval of these changes from the County Attorney's Office.

The Board approved the letter and procedures on a motion by Mr. Hosey, seconded by Ms. Pilla.

VIII. Matters for Board Comment

A. Guide to Westchester's Innovative Land Use Laws

Ms. Corbitt gave a PowerPoint presentation outlining the newly drafted Guide. The Guide will help officials and the public find sample excerpts from zoning ordinances in Westchester County on specific topics, including particularly innovative ordinances. Ms. Corbitt compiled the Guide with the use of General Code, an on-line service which lists many of the County's and State's zoning regulations. Thirty Westchester municipalities list their zoning ordinances on General Code. The Guide will help municipalities research land use and zoning topics more easily, and at a lower cost. It will be particularly helpful to be able to see ordinances already adopted and utilized by other municipalities in Westchester. The Guide came about as part of the Department's involvement in the New York State's Hudson Valley Greenway's Compact Plan. Several members of the Board highly commended Ms. Corbitt for her effort on pulling together the Guide. The Guide will be made available on the Department's website in the coming weeks following review and approval by the Office of the County Executive.

Mr. Mulligan noted that, through the efforts of Ms. Corbitt, the County received a \$15,000 grant, out of the total of \$35,000 available for all counties, from the Greenway to complete the Compact Plan. It was suggested that the Department make a particular effort to show the Guide, and the benefits of having codes available on-line, to the 13 municipalities currently not participating. It was suggested that a presentation possibly be made to the Municipal Officials Association. Mr. Corbitt noted that contact will be made to all county municipalities to recommend adoption of the Greenway Compact Plan, and that the Guide will be discussed at that time as it is part of the Compact Plan.

IX. Matters for Board Information

A. National Register: Process and Tracking

Mr. Williams gave an overview of the process and criteria by which properties are nominated and listed on the New York State and National Register of Historic Places. He noted that he maintains a list of the various properties on the registers and those considered eligible for listing. Several lists had been provided to the Board. He mentioned the existence of other local and county lists of historic properties that are not on the State or Federal Registers, but are considered important. He noted that several County properties are listed

on the National Register, with some also being given the designation of National Historic Landmark. Mr. Williams then spoke about the County's Community Development Block Grant Program projects and his review of their potential to impact historic sites. Mr. Williams also noted the recently published book, "Picturing Our Past, National Register Sites in Westchester County" by Gray Williams, which will serve as a good reference and resource on historic properties in the County.

Mr. McKenna noted that the Board has had meetings held at some County-owned historic properties in the past, such as Merestead in the Town of Bedford. He suggested that the Board consider having Board meetings at other such sites in the future. Mr. Williams noted that an inventory of historic places is on the Department's website. Links to other websites, including application forms for properties to be considered for the Registers, are also available on the website.

Mr. Griffith asked whether the Board could submit an application for a property to be considered. Mr. Williams noted that any person, organization or agency can submit such an application. Mr. Williams discussed the pros and cons of listing on the Registers; for example multi-family residential buildings can take advantage of historic tax credits, while some private property owners may not prefer having a property listed because of the perceived limitations on improvements permitted to the property. Mr. Williams was asked whether any historic or National Register properties are currently in danger in the County. Mr. Williams noted that the Bronx River Parkway Reservation had been listed as endangered in the past, but is now more strongly protected. Mr. Mulligan mentioned an upcoming Westchester Municipal Planning Federation workshop, Historic and Landmark Preservation, to take place on November 12 at 7 p.m. in the Town of Yorktown.

B. 2003 Year-End Report of Citizen's Volunteer Monitoring Program

Ms. Tenneson gave an overview of Westchester County Citizen's Volunteer Monitoring Program (WCCVMP). Staff of the department work with students and other volunteers to conduct field visits to monitor conditions in various streams and rivers in the county. A database has been developed to track conditions. During 2003, 58 volunteers participated in monitoring nine sites in the County. Data collected is also available to the volunteers for review through the department's website. Ms. Tenneson used a PowerPoint presentation to discuss the nine sites and their associated overall water quality results, including the physical, chemical and biological characteristics of the sites. Funding for the program is provided through a grant from the New York State Department of Environmental Conservation. About half of the current \$160,000 grant has been used to date. The most recent monitoring visit, at the Pocantico River in the Town of Mount Pleasant, included students from the Hackley School in Dobbs Ferry. Volunteers generally include adults during the summer months and students during the school year. Department staff provide technical training to all volunteers. Ms. Tenneson hoped to recruit more volunteers and monitor more sites in the future, and that this program be seen as a model for other similar volunteer programs. She also mentioned that Chairman McKenna has participated as a volunteer. Mr. McKenna said he thought this was an excellent program, and enjoyed his time volunteering.

C. Hudson Valley Planners Forum

Ms. Drummond noted that the forum, held in Orange County, discussed affordable housing issues in several of the Valley's counties, including Orange, Sullivan, Dutchess and Columbia. She said it was particularly interesting to see that affordable housing concerns and needs similar to those experienced in Westchester County are now being discussed in these northern counties. She said that several counties are exploring the creation of housing commissions to look at these issues.

D. Extension of Housing Opportunity Commission

Ms. Drummond noted that the County Board of Legislators is currently considering extending the Housing Opportunity Commission for a period of one year. The Commission would otherwise expire at the end of 2003. She noted that a draft of the new study on housing needs is expected to be delivered by the consultants from Rutgers University on November 18. An action by the Board of Legislators on extending the Commission is expected by the end of 2003. Mr. Hosey, a member of HOC, requested that a copy of the draft study be provided to the Board as it is available.

X. Adjournment

The meeting was adjourned at 10:15 a.m.

**MINUTES OF THE MEETING
WESTCHESTER COUNTY PLANNING BOARD**

Cassella Conference Room
White Plains, New York
Tuesday, December 2, 2003

BOARD MEMBERS PRESENT: Francis B. McKenna, Chair (City)
Dwight Douglas (City)
Hal Fitzpatrick (Town)
Marcus Griffith (City)
Cheryl Lewy (Village)
Eileen Pilla (Village)
Clinton Smith (Town)
Joseph Stout, Commissioner, Department of Parks,
Recreation & Conservation
Ralph Butler, Commissioner, Department of Public Works

BOARD MEMBERS ABSENT: George Hosey (Town)
Christina Selin (City)
Anthony Landi, Commissioner,
Department of Environmental Facilities

STAFF PRESENT: Jerry Mulligan, Commissioner
Ed Burroughs, Deputy Commissioner
Norma Drummond, Deputy Commissioner
Patrick Natarelli, Chief Planner
Fran McLaughlin, Senior Management Analyst
Tracey Corbitt, Associate Planner
Michael Lipkin, Associate Planner
Dana Sanchez, Associate Planner
Bill Brady, Associate Planner

OTHERS ATTENDING: Barbara Dodds, County Board of Legislators
Kieran Quinn, Executive Director, Federated Conservationists
of Westchester County

I. Call to Order

The meeting was called to order at 8:10 a.m. by the Chair, Frank McKenna.

II. Meeting Dates and Announcements

The next three meeting dates are January 6, February 3 and March 2, 2004.

III. Adoption of Minutes

The minutes of November 5 were approved on a motion of Ms. Pilla, seconded by Mr. Griffith.

IV. Chairman's Remarks

Mr. McKenna noted a recent article in the New York Times regarding the design of cell towers and antennas, including examples of towers disguised as trees and other objects, or hidden within structures. He asked that staff look further into such techniques as they follow up on the Planning Board's recent request to research cell tower and antenna issues. Mr. Mulligan noted that staff would be following up on these types of issues.

V. Commissioner's Remarks

Commissioner Mulligan discussed the recently proposed County Budget presented by the County Executive and now being considered by the Board of Legislators. A summary of the Planning Department's Operating Budget was shown to the Board, and Mr. Mulligan noted that copies would be made available to Board members if requested. He noted that the County's budget included layoffs of County staff in other departments through the Board of Legislators may propose a budget without layoffs. A request will be made to the New York State Legislature to permit the County to increase the sales tax, which would help prevent layoffs and more significant property tax increases. The State will decide on this matter in early 2004. The County Executive expressed optimism that the State would allow the sales tax increase. Mr. Mulligan passed around a copy of the County Executive's budget presentation, which is also available on the County's website.

Mr. Mulligan told the Planning Board that no layoffs are currently proposed within the Department of Planning. Five positions have been abolished from the Department's operating budget included two staff positions moved to the trusts and grants thanks to the extra administrative revenues the Department will collect through two new federal Lead Safe Westchester grants. At a recent Board of Legislators Committee meeting on the Department's budget, the Board had questions on the lead program.

Mr. Douglas noted that many municipalities are feeling the burden of rising Medicare, pension and workers' compensation costs. Commissioner Stout and Commissioner Butler described how the County could be seen as burdened by its success since other counties in the state are "bailed out" and receive help to address their financial difficulties.

Mr. Mulligan noted that Department staff will soon publish a 2004 Calendar. In previous years the calendar highlighted housing and community development accomplishments, but this year will highlight various efforts and accomplishments of the entire department. The calendar will be made available to the members of the Planning Board in the coming weeks.

Mr. Mulligan also pointed out that the presentation on Stormwater Programs and Initiatives was removed from the final Agenda for this meeting and will be discussed at the January meeting.

Mr. Mulligan noted that office moves and minor renovations to the Planning Department, part of the Department's reorganization, are due to be completed prior to the Board's January meeting. A tour of the Department will be scheduled as part of the January 2004 meeting.

VI. Referrals

A. Ratification of Actions Taken by Staff in Response to Planning and Zoning Actions Referred to the County Planning Board

- October 16, 2003 through November 15, 2003

The Board voted to ratify the actions of staff taken in response to referrals on a motion of Mr. Smith, seconded by Mr. Griffith. Mr. Smith asked that he be recused from projects in New Castle and Lewisboro.

B. Current Referrals

Bedford Park South Senior Development BED 03-003 – Zoning Map Amendment, Draft EIS

Mr. Buroughs noted that a draft letter that staff prepared was mailed separately to the Board and that a presentation by Ms. Corbitt would provide background to help the Board determine whether they supported the draft letter or would like to make revisions. Ms. Corbitt gave a PowerPoint presentation describing the location and plans for the development of 47 units of senior townhouses on a 12.6-acre site. The site was a former residential estate with several outbuildings remaining. Ten of the units will be considered affordable as per the Town of Bedford's zoning ordinance. The development would require rezoning of the site from two-acre single-family to an elderly housing district. On-site septic and well water is proposed. Access to the development from Bedford Road (NYS Route 172) will be through an existing adjacent office park.

Ms. Corbitt noted that 80% of the site would be disturbed. Buffers are very limited between the proposed development and adjacent properties, particularly around the proposed detention basins and in the area of the adjacent office development. Other concerns include extensive removal of trees and lack of sidewalks within the proposed development. Difficult access for seniors, including stairs to second floor units, was also noted. Ms. Corbitt also noted that several aspects of the proposal are consistent with *Patterns*, including the provision of affordable housing, a range of housing types and higher densities near developed centers. Ingress and egress at the two existing driveways is difficult, and traffic on Bedford Road was also noted as heavy during certain times of the day.

Mr. Butler noted that the development is located within the Croton watershed area. Ms. Lewy and Mr. Douglas discussed the challenge of reducing density and its impact on the feasibility of the project. Several Board members noted their concern over the high density of the proposal. Mr. Buroughs noted that the Town of Bedford will take a very careful look at the proposed development as their review proceeds.

On the topic of referral reviews, Mr. Mulligan noted that the staff and Board will generally focus attention on larger, more intermunicipal and regional issues. It was agreed that the draft letter reflected the concerns and policies of the Board, and should be sent as written.

VII. Matters for Board Action

A. RMAC2 V.E. Macy park Ballfield Improvements – Capital Budget Amendment

Mr. Natarelli described the recent request by the County Parks Department to amend the County's 2003 Capital Budget to add \$2,150,000 for the renovation of two baseball fields and the construction of two new soccer fields at Macy Park in Ardsley. Through the use of an aerial photograph, Mr. Natarelli described the location of the proposed work. Lighting and irrigation would be part of the improvements. The two baseball fields have been unused and covered for the past several years with dredge materials from the nearby lake in Macy Park. In response to a question, Mr. Butler noted that the dredge material was tested for safety before and after its removal and location on the ball fields. The area of the proposed soccer fields, now used informally for soccer, is located in a flood-prone area. That area will not be raised but will be improved with irrigation to help maintain the field in times of drought.

Mr. Griffith asked who would be responsible for maintaining and scheduling the operation of the lighting. Mr. Stout answered that Parks Department staff would be responsible. He also noted that the new type of lighting being proposed would particularly limit the amount of light spillage onto surrounding properties. The light structures would be no higher than the existing tree line.

Mr. Natarelli also noted that the County Executive has added active recreation to his Legacy Program and these proposed uses would be consistent with the program. The improvements would also be consistent with *Patterns* in that they provide active recreation near centers and are accessible by public transportation. A Planning Board Report and draft resolution were provided to the Board in their pre-meeting packets. A typographical error was noted in the draft resolution - the amount of \$1,250,000 was corrected as \$2,150,000.

The Board supported the proposed budget amendment and adopted the corrected resolution on a motion by Mr. Fitzpatrick, seconded by Ms. Lewy.

B. Planning Board Rules of Procedure – Amendment

Mr. Buroughs noted that a memo had been included in the Planning Board's pre-meeting mailing which describes the County Law Department's review of the Board's revisions to the draft rules and procedures made at the Board's November meeting. He noted that the Law Department expressed concern about one of the revisions – the language in Article III (H) regarding meetings. The Law Department noted that there can be no official meeting of the Board in the absence of a quorum.

On a motion by Ms. Pilla, seconded by Mr. Douglas, the Board voted to amend the Rules of Procedure as drafted and recommend it to the Law Department so as to restore the originally proposed text of Article III (H).

VIII. Matters for Board Comment

A. Update of Planning Board Manual and Member Profiles

Mr. Mulligan noted that staff would soon be updating the *Westchester County Planning Board Manual*, last revised in April 1998, in light of the recently adopted Planning Board Rules and Procedure. A copy of the current Manual was passed around to the Board members for review and they were asked to provide any comments to staff.

Mr. Mulligan also discussed a possible update of the brochure, *Profiles in Planning, Meet Our County Planning Board Members*. The last brochure was prepared in 1994 and includes photos and brief biographies of the Board members highlighting professional experiences and accomplishments. The Board agreed that an update would be helpful. Mr. Mulligan noted that the profiles would likely be accessible on the Department's website. Mr. Mulligan said that photos of Board members would be taken following the January Board meeting. He invited members to submit professional photographs if desired.

IX. Matters for Board Information

A. Proposed Taxter Ridge Property Acquisition – Update

Mr. Mulligan updated the Board on the progress of the acquisition of the Taxter Ridge property in the Town of Greenburgh and Village of Tarrytown. Using a map of the property and surrounding area, he pointed out that a 17-acre property previously considered part of a joint purchase by the Town, County and Village, would be purchased outright by the Village of Tarrytown. The Village determined that the relatively low price of \$27,000 was within their budget and felt that it would be better preserved in perpetuity in Village ownership. The Village has expressed willingness to work with the Town and County to provide trail access through the 17-acre property, located along Sheldon Avenue, to allow trail connections between the Taxter Ridge property, the Old Croton Aqueduct Trailway to the west, and several other open space properties in the area if needed. Mr. Mulligan added that portions of the nearby Gracemere property, key in these open space linkages, may be purchased by the Village. Easements through other residential properties are also being pursued by the Village. Mr. Mulligan noted that an additional property to the south of the subject property and adjacent to the Town of Greenburgh Nature Preserve property may be donated by the Unification Church to the Town and that would further the open space linkages.

Mr. Mulligan noted that potential locations of parking for the Taxter Ridge property are under review. Also, it has been found that the house on the subject property is in poor condition and beyond repair. It had been suggested by the Town that Habitat for Humanity could possibly renovate the building for use as affordable housing, but that is not possible due to its condition. The owners of the property, the Unification Church, will be requested to remove the buildings and restore the site prior to the sale. The County Department of Public Works has estimated the removal cost at \$100,000. Mr. Mulligan noted that the Trust for Public Land, the lead in the acquisition and negotiations with the owners, will need to work to expedite the removal of the structures on the property.

Mr. Mulligan also noted that a water tower on the property, owned by the Village of Tarrytown, will remain, though appropriate easements for the tower could not be found. Therefore, an easement is now being drafted, and will be incorporated in the closing documents for the property acquisition. Mr. Mulligan noted that the acquisition has been presented to the Budget Committee of the Board of Legislators and the Committee was supportive of the acquisition. The matter must still be presented to the County Board's Parks Committee – it may be presented and voted upon by the Committee and the full Board as early as Monday, December 8. Should the Board not vote on the matter in December, it would need to be resubmitted in 2004. This could be problematic with deadlines for the purchase set for the end of 2003. Extension into January 2004 may be possible according to TPL.

B. Consolidated Plan FY 2004-2008 – Streamlined Pilot Demonstration

Ms. Drummond reported that she would like to update the Board on the status of the new FY 2004-2008 Consolidated Plan. She first, however, gave the Board a brief update on the Housing Needs Study prepared by Rutgers University for the County. A draft of the study was received the previous week and is being reviewed by staff and the Westchester County Housing Opportunities Commission (HOC). The HOC is meeting on December 10, with staff from Rutgers presenting and discussing the draft report. Also, the HOC is being considered for a one-year extension on its existence by the County Board of Legislators at its December 8 meeting. The one-year extension would allow the Commission to provide guidance as the Needs Study is completed.

Ms. Drummond also gave an update on the status of the Town of Mount Pleasant joining the Westchester County Consortium. The Town is the only remaining eligible County municipality that has not joined the Consortium. Ms. Drummond has continued discussion with Town Supervisor Robert Meehan. She also noted that, in discussions with staff of the U.S. Department of Housing and Urban Development, a change in the cooperation agreements between the County and the municipalities may be allowed, particularly the language regarding the provision of undertaking urban renewal and publicly assisted housing. Such a change may give the Town the incentive needed to join the Consortium. The Town would need to give approval to join during June 2004, in time for membership in FY 2005.

Ms. Drummond noted that federal regulations require that a Consolidated Plan be written and approved by the Consortium every five years. The Plan presents the County's community development and housing goals to the federal government to justify and plan for the several funding programs administered by the County on behalf of the 40 communities in the Consortium.

Ms. Drummond recently co-chaired a task force directed by HUD to provide recommendations on several ways to streamline the Consolidated Plan process for counties. She noted that it is difficult to prepare a plan which covers so many different communities with many different needs and priorities. Also, it is difficult to develop a five-year plan while the County's local cooperation agreements and the CDBG funding occur in three-year cycles. The current format of the plan, which she likened to a thick telephone book, also presents difficulties for the incorporation of citizen participation.

As a result of the task force's work, eight pilot ideas were developed by HUD, three of which Westchester County volunteered to study. These include:

- Develop an alternative to the assessment of non-housing community development needs
- Develop an alternative to the current format
- Enhance citizen participation

Regarding the second topic above, Ms. Drummond said that staff has tried to incorporate many of the elements of the Department's recent *MegaTrends* report, so as to create a web-based plan with tables and graphs, and thus avoiding a large paper-bound publication. The plan can be viewed more like an indexed PowerPoint presentation in developing the draft, staff has met with a variety of County departments and other groups and agencies such as housing authorities, Section 8 offices and disabled advocates to assess the needs and gaps in community development, social services and housing. One issue raised, for example, is childhood obesity and how some community development projects such as parks and sidewalks to connect to recreation and other uses may be appropriate to fund so as to address this need. Ms. Drummond also introduced two staff involved in the draft plan's preparation: Dana Sanchez and Mike Lipkin. She also recognized the assistance of Robert Saccardi, a college intern at the Department this past summer.

Ms. Drummond showed the Board some of the various components of the draft, including how the report will be presented on the County's website. Executive Summary slides will assist in understanding the various chapters. One of the plan's chapters details the 19 areas of the County now eligible to be analyzed as Neighborhood Revitalization Strategy Areas. Only seven such areas were eligible in the previous plan – permission from HUD to utilize "true" income limits as opposed to "capped" income limits have allowed more households within census tracts to be recognized as low and moderate income.

The current document is still in draft and will require extensive review. The draft plan will require Planning Board approval in February 2004, County Board of Legislators approval in February or March, and submission of the plan to HUD by March 15, 2004. Approval is also required by the Community Development Advisory Group (CDAG), made up of citizen representatives of the Consortium communities. The Urban County Council, made up of the Consortium's mayors and supervisors, will also review and comment on the plan. The draft plan will be available for review on the Department's website beginning in January. Comments will be accepted by the public until the final plan is prepared in February. Ms. Drummond noted that the plan can be made available on compact disc for members of the Planning Board. Several members requested a disk.

Ms. Lewy recommended that the Department provide a direct link in electronic correspondence sent to officials in order to ease accessibility to the plan. She also thought that a brief presentation on the plan to the Westchester Municipal Officials Association (WMOA) would be appropriate.

C. Census 2000 Information on Website

Mr. Lipkin gave a brief overview of the Census 2000 information now available on the County's website. Tables on various topics as well as many of the Department's reports on

population, housing and economic data are available. The 2001 Databook is also on the website with Census information presented in folders by subject area. Data is presented by municipality, zip code and school district and is often interfaced with maps. Mr. Lipkin noted that most counties in New York State are making Census information available on their websites. The Census Bureau website makes data available for all counties, thus allowing easier comparisons on certain data among counties.

Mr. Mulligan noted that a training session on accessing Census data was arranged earlier this year at Westchester Community College. Approximately 40 persons attended from non-profit groups, County agencies and municipalities. He noted that further training can be arranged if Board members or others were interested.

Mr. Griffith commented on the recent opening of the Westchester Community College satellite facility in Mount Vernon; he was impressed by the quality and variety of the facilities, particularly the kitchen facilities for culinary education. Mr. McKenna noted the Planning Board's past efforts to advocate for such satellite facilities.

Ms. Dodds asked whether any of the Census data could be presented by County legislative district. Mr. Mulligan and Mr. Lipkin noted that the Department has assembled such data and maps in the past, though it is a difficult task due to the lack of information provided by the Census at the block level, which is the smallest, or lowest, geographic level of information made available. Legislative district information would need to be assembled using such block information.

X. Adjournment

The meeting was adjourned at 9:55 a.m.