

**Village of Cold Spring Code Update Committee  
85 Main Street, Cold Spring New York 10516  
August 17, 2016**

**Meeting**

The Village of Cold Spring Code Update Committee held a meeting on August 17, 2016 at 7:00pm at the Village Hall, 85 Main St.

Attending were board members: Trustee Marie Early and committee members: Carolyn Bachan, Donald McDonald, Paul Henderson and Nora Hart. Ethan Timm was absent.

**1. CALL TO ORDER**

M. Early called the hearing to order at 7pm. She noted that the video, slides and handouts from the Aug. 3, 2016 public meeting have been posted to the Village's YouTube page and website. She also informed board members that the next NYSERDA conference telephone call would be on Aug. 26, 2016.

**2. MINUTES**

P. Henderson made a motion to accept the minutes of the July 6, 2016 CUC meeting. C. Bachan seconded and the motion passed unanimously (N. Hart was absent for the vote).

The CUC minutes of July 27 were deferred to the next CUC meeting.

C. Bachan made a motion to accept the minutes of the August 3, 2016 Public Meeting as amended. P. Henderson seconded and the motion passed unanimously (N. Hart was absent for the vote).

**3. EVALUATION OF AUG. 3, 2016 PUBLIC MEETING**

During the discussion, the following points were made

- A moderator is useful and should ask speakers for their names
- Slides should be more legible
- Audience comments should be limited to a fixed length of time
- Board members should not try to answer questions or respond to comments. Responses to clarify an issue would be acceptable
- Part of the next public meeting should include a verbal explanation of any diagrams, illustrations and maps
- All CUC members should be in agreement with all materials to be presented
- CUC is not bound to follow the Comprehensive Plan or LWRS as long as its decisions are documented
- CUC members need to be able to articulate the rationale behind arguments/ideas presented
- A side-by-side listing of current code sections with proposed changes would be a useful feature as the CUC continues its work

- A searchable code will be desirable for a comprehensive analysis of proposed changes to evaluate intended and unintended consequences
- Google Docs will continue to be used to allow CUC member access, editing and communication

Final CUC work product will be a report with an executive summary of proposed code changes, followed by a detailed discussion of the board's recommendations. Draft copies of the report will be sent to the Village attorney for review and comment. A public hearing will be held and the Village Board will vote on whether to accept the recommendations and modify the Village Code.

4. ASSIGNMENT OF TOPICS FOR APPEARANCE CATEGORY

- Area and Bulk Regulations (P. Henderson)
- Maximum Lot Coverage and Setbacks (D. McDonald)
- Standards for the Preservation and Restoration of Cultural Features (Historic District Review Board will lead this effort and their results will be incorporated into the CUCs work)
- Signs (???)
- Standards for Three Story Buildings (C. Bachan)
- Landscaping Within and Around Parking Lots (N. Hart)
- Fences (E. Timm)

CUC members will prepare topic outlines for the next meeting.

5. COMMENTS FROM AUG. 3, 2016 PUBLIC MEETING

Two written comments have been received.

6. OLD BUSINESS

Time sheets are required in order for CUC to be reimbursed per NYSERDA guidelines.

7. NEW BUSINESS

CUC members expressed a desire to meet with Ted Fink (GreenPlan) the board's consultant.

There were no comments from the public.

The CUC will hold a meeting on August 31, 2016

8. ADJOURNMENT

P. Henderson made a motion to adjourn the meeting. N. Hart seconded and the meeting was adjourned at 8:20pm.

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Marie Early, Trustee

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Date