

**Village of Cold Spring Code Update Committee  
85 Main Street, Cold Spring New York 10516  
November 16, 2016**

**Meeting**

The Village of Cold Spring Code Update Committee held a meeting on November 16, 2016 at 7:00pm at the Village Office, 85 Main St.

Attending were board members: Carolyn Bachan, Paul Henderson, Norah Hart, Donald MacDonald, Ethan Timm; and Trustee Marie Early

**1. CALL TO ORDER**

M. Early called the meeting to order at 7:03pm.

Early noted the next NYSERDA conference call would be on 11-19-16 at 2:30pm and that the recent payment request (for approximately \$12K) was filed on 11-11-16. The payment covers: project execution, member timesheets, Greenplan invoices, videotaping of public meeting, internet posting and advertisements.

**2. MINUTES**

C. Bachan made a motion to approve the 10-5-16 minutes as amended. P. Henderson seconded and the motion passed unanimously.

C. Bachan made a motion to approve the 10-19-16 minutes as amended. P. Henderson seconded and the motion passed unanimously.

P. Henderson made a motion to approve the 11-2-16 minutes as amended. D. MacDonald seconded and the motion passed unanimously.

**3. DISCUSSION OF OUTLINES AND CONTENT DEVELOPMENT OF APPEARANCE CATEGORIES**

- Work on fences (by E. Timm) is complete.
- Landscaping of parking lots (led by N. Hart) is in progress. Board members discussed:
  - Performing an inventory of parking lots in the Village.
  - Reviewing the Glenview, IL code for elements that may apply to Cold Spring.
  - Landscaping should not unduly reduce parking.
  - Cold Spring has separate storm water and sanitary waste systems, but the storm water system may not be village-wide.
  - A 2'-0" buffer (between a parking lot and adjacent property) may or may not be sufficient to allow storm water control and pollution prevention.
  - Options for storm water control include Green Infrastructure Practices (GIF) such as cisterns and rain gardens.
  - Regarding storm water run-off, rather than creating requirements for parking spaces and commercial lots, it may be more meaningful to establish criteria for impermeable

- surfaces (i.e. for spaces larger than 100SF code provisions would apply in conjunction with GIF measures) which would apply to residential areas as well as all zoning districts.
  - This category may be of better service if divided into two parts: screening and beautification.
  - D. MacDonald suggested a review of Larchmont codes that are scheduled to go into effect soon.
- Lot size and bulk (led by P. Henderson) is in progress. Board members discussed:
  - Use of form-based criteria rather than square footage to determine setbacks (though this may be too subjective and make every development unique and so require “starting from zero”).
  - Non-conforming lots are grandfathered and future development would not require referral to ZBA.
  - Minimum lot size should match existing lot sizes in village to maintain village character.
  - CUC should, in its deliberations on this topic, focus on lots that may be developed (i.e. empty or sub-dividable.)
  - What should criteria for sub-division of a lot be?
  - New code should reflect the village rather than simply modifying the current code, which is more suburban and doesn’t take into consideration the unique character of the village.
  - Sub-zones, each with their own unique requirements may achieve the goal of reducing the number of people seeking ZBA variances.

4. NEW BUSINESS

CUC briefly discussed 11-2-16 letter from Ted Fink (GreenPlan) in response to CUC comments. CUC action was tabled until the next meeting.

5. OLD BUSINESS

No applications have been received for committee membership (to replace departing member E. Timm.)

6. PUBLIC COMMENT

Sean Kearney requested a copy of Ted Fink’s letter. He noted that Beacon is form-based in selected areas to mimic Main Street and that this could be a case-study for CUC reference

7. ADJOURNMENT

D. MacDonald made a motion to adjourn the meeting. P. Henderson seconded and the meeting was adjourned at 9pm.

*Minutes prepared by M. Mell*

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Marie Early

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Date