

**Minutes of the Comprehensive Planning Committee
Wednesday, November 19, 2014**

Committee: Ted Brumleve, Chairman
Bettie Jackson
Ray Clifford
Laura Fallon
Paul Doyle
Ann Gallelli, Village Board Liaison

Absent: Jeremy Ezra

Also Present: Daniel O'Connor, Village Engineer

Chairman Brumleve called the meeting to order at 7:30 p.m.

1. Approval of Minutes

Mr. Doyle made a motion to approve, as amended, the minutes of October 1, 2014, seconded by Mr. Clifford, and carried, all in favor, by a vote of 5-0.

2. Accessory Apartments

The committee continued to discuss the draft revision to Section 230-41 of the village code on accessory apartments. The discussion focused on what zoning district the accessory apartment code would apply.

The recommendation for Section 230-41 (A) is as follows:

Accessory apartments shall be permitted in single-family detached dwellings in zoning districts permitting single-family residences upon issuance of a special permit by the Planning Board, subject to the conditions and limitations contained in this section.

3. Commercial Development and Planning

Chairman Brumleve noted that having read the 2003 Comprehensive plan, it had seemed to him that there were few ideas that had been enacted since 2003, and therefore, the question to the committee was how to make an actionable plan and how to accelerate the pace of implementing ideas.

Mr. Clifford stated that there needed to be a near-term, short-term and long-term list of ideas to recommend—those ideas that could be more immediately put into action, and those ideas that might take longer to put into action.

As a near-term plan, Mr. Clifford strongly recommended a signage plan to review the gateway and secondary areas in the village in an effort to provide direction to the business district and waterfront. Chairman Brumleve agreed that way-finding signage was a good place to start to answer the question of where things are in the village.

Ms. Jackson stated that branding was a concept that had been discussed previously, and the committee should be clear how to brand the signage, and to that end, we needed to keep in mind what Croton prides itself in. She recommended hiring sign experts to work on this.

Mr. Clifford noted that he had twenty-five years experience in sign design and could give some guidance in formulating a vision for signage. He recommended looking at the signage in Ossining and Bedford—all the signs in these villages were consistent and part of an overall cohesive plan. The committee should give some thought as to what the signage should say and where they should be located.

Chairman Brumleve suggested that the committee, prior to the next meeting, be mindful of way-finding signs, and take a look at the different iconic elements that support a sign (landscaping, lighting).

Ms. Gallelli suggested that at some point the committee may want BFJ consultants to conduct community input surveys/meetings, although signage does not necessarily need community input.

Mr. Doyle commented that he believed that the commercial signage in Croton could greatly be improved. Mr. Clifford agreed and stated that a strategy for retailers to agree and adhere to was desirable. Ms. Fallon noted that awnings, such as on the Black Cow, have a certain uniformity and are visually appealing. Mr. Clifford suggested that one possibility was to create a template for signs that were given to merchants. Mr. Doyle agreed that standardizing village signs was desirable.

Chairman Brumleve preferred that there be a unified quality but not necessarily a uniformed look. The Village Engineer responded that the sign code does not speak to design or color, but permanent signs do need approval.

Ms. Gallelli suggested that since the demographics have changed since 2003, it would be helpful to review again the topics specified in the Section 4.1 (a) (p.76). Mr. Clifford suggested that it would be helpful not only to talk with residents about these topics but to initiate a dialogue with businesses as well.

Chairman Brumleve suggested that the committee should take an inventory as to what has been accomplished and what was not accomplished in these areas.

Ms. Gallelli stated that the Village Board is supportive of taking on a professional consultant to hold public workshops in order to get public input on these issues.

Chairman Brumleve asked how the committee could start to get to a place where there is an agenda for a community meeting. Ms. Jackson stated that the committee should ask what has been accomplished and what hasn't, for example, what happened to some of the properties mentioned in the comprehensive plan (e.g. Katz property). Ms. Gallelli agreed with Ms. Jackson about the committee looking at what has been accomplished.

Mr. Doyle agreed that the committee was not ready for community input, rather the committee should review the recommendations of the 2003 Comprehensive Plan to see what progress has been made. Chairman Brumleve stated that, signage notwithstanding, committee members should review the recommendations for the next meeting and to begin to think about where the committee needs to get started.

The next meeting will be held on the second Wednesday of the month, December 17, 2014, at 7:30 p.m.

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Ronnie L. Rose
Secretary to the Comprehensive Planning Committee