



# The New Comprehensive Plan for the Town of Southold

## COMPREHENSIVE PLAN TEAM

### MEETING MINUTES

January 7, 2018 3:00-4:00pm

#### Attending:

Planning Board: James Rich, Martin Sidor, Mary Eisenstein  
Planning Department: Heather Lanza, Mark Terry  
Government Liaison: Denis Noncarrow  
Town Attorney: Bill Duffy

1. Reviewed Human Services Chapter update in detail. Edits from Karen McLaughlin, department head of the Town's senior programs, were incorporated. Updates to the data, where available, were also added.
2. Reviewed clean final draft of previously updated chapters:
  - a. Land Preservation
  - b. Agriculture
  - c. Natural Hazards

Some minor additional edits and formatting were done.

A suggestion was made to have our clerical staff work on reviewing the chapters for formatting and punctuation to make it consistent and in good shape for the RFP and presentation to the Town Board as a completed plan.

Another suggestion was to add an explanation to the plan about what it means to be identified as a Responsible Party. Responsible Parties are identified after each objective to give the plan a better chance of being implemented.

3. Next steps:
  - Finish updating the buildout and stats, add to Land Use and Transportation Chapters
  - Update the Introduction Chapter to include an explanation and outline of duties for the Responsible Parties identified after each goal and objective.
  - Draft the RFPs for SEQRA and Graphic Design
  - New timeline goal, according to Town Board's at our last meeting with them – is for public hearings to be held in the early summer.
4. Next meeting:

**Tuesday, January 22, 2019:**  
Review draft RFPs for SEQRA and Graphic Design  
Review updated stats/buildout in Land Use & Transportation Chapters