Comprehensive Plan Work Group

Town of North Dansville & Village of Dansville
14 Clara Barton Street
Dansville, NY 14437

Minutes for Monday, June 16 **2025**

Meeting was called to order by Nancy Nice at 6:00pm

Work Group members:	Chairperson, Nancy Nice (Planning Board)	Present
	Co-Chair, Quinn Golden (Community)	Present
	Katie Infantino, Secretary (Planning Board)	Present
	Ann Lafford (Community)	Present
	Karen Schleyer (ZBA)	Absent
	Marcia Miller (Community)	Present
	Chuck Infantino (ZBA)	Present
	Susan DeMuth (Community)	Absent
	Kathy Button (Village Board)	Present
	Jeff Weidrick (Village Board)	Present
	Bob Infantino (Town Board)	Absent
	David Luce (Town Board)	Absent
	Jared Bridge (Planning Board)	Absent

Guests: Ted Griswold, LC Planning Dept, Jeff Cappello, Margaret Cappello, Bill Waterhouse, Tom Maracle

Minutes: A motion was made by Quinn Golden to accept the May 19, 2025 minutes. **2nd by** Chuck Infantino. No discussion. All in favor 0 AYE, 0 NAY, 0 ABSTAIN, **motion passed.**

New Business

Grant Process - Ted Griswold, Livingston County Planning Dept.

- A consultant will guide the municipality through the grant process.
- The grant is a 90%/10% grant. Livingston County wil match ½ of the 10% after the grant is received.
- The Comprehensive Plan must include **Smart Growth Principles.** They include: (AI Overview)
    - Mixed Land Uses - Integrating residential, commercial, and recreational areas to reduce the need for long commutes and promote walkability.
    - Compact development - Prioritizing development in existing urban centers and along transit corridors to make efficient use of infrastructure and resources,
    - Range of housing - Providing diverse housing options to meet the needs of different income levels, family sizes, and lifestyles.
    - Walkable neighborhoods- Designing streets and public spaces that encourage walking, biking, and other forms of non-motorized transportation.
    - Preserve open space- Protecting natural resources, farmland, and recreational areas from development.
    - Transit-oriented development - Focusing development around transportation hubs to reduce reliance on cars.

    - Strong sense of place - Creating attractive and distinctive communities with unique character and identity.
    - Community collaboration - Engaging residents and stakeholders in the planning and decision-making process.
    - Predictable, fair, and cost-effective development - Streamlining the development process to ensure transparency and efficiency.
    - Environmental Justice - Ensuring that the benefits of smart growth are shared equitably across all communities and populations.
- Deadline for the grant application is July 31st at 4pm.
- We will not be applying for this grant this year. We are looking at 2026.
- It is usually available every year. It opens mid May and closes July 31st.
- There are certain certifications needed to apply for the grant:
    - The municipality must be a member of the **Climate Smart Community** at the bronze level. The village is a registered member but may not have reached the bronze level. That will need to be investigated. Unsure whether the Town is registered. The bronze level means the municipality has completed certain things and submitted reports.
    - There is a question of which municipal board is responsible for submitting the reports and applying for the certifications. Sometimes it is the Planning Board, sometimes it's a collaboration between public and private entities. There needs to be a discussion.
    - Genesee Finger Lakes Regional Planning Council (GFL) will help us get to the bronze level. Ted will send us the contact person for that group.
    - Grants are awarded in late October.
    - The second certification they are looking for is the **AARP- Age Friendly Network.** Ted will send us the contact person to assist with this application. This certification offers survey opportunities for the comprehensive plan. They will also need a letter from the highest elected official from both municipalities.
- This grant is fairly competitive because they pay for 90% of it. Last year there were approximately 75 applications and 20 were awarded grants.
- What we need to do now is become a bronze member of the Climate Smart Community and be certified with the AARP Network. Once we are members of both GFL will help us set up a portal where we can self-report what is being accomplished.
- Village Board and/or the Town Board may have to spearhead the certification processes. Village and Town should both get certified. It may be difficult to get the bronze level by the deadline this year.
- If Livingston County Planning were to help us with the grant process they would need a resolution for both of the municipalities allowing them to work on their behalf.
- Ted gave us a packet that included the following:
    - Description of the Smart Growth Community Planning Program
    - Sample of the resolution for municipal consent.
    - Sample letter of community/business support.
    - NYS Department of State MWBE Compliance Form. The grant usually requires about 15-20% of contractors be minority or women owned businesses.
    - Template for letters of support. Six to eight letters are needed.
    - The breakdown of points necessary to receive the grant.
    - Membership application for the AARP Network of Age-Friendly Communities.
    - Schedule for Consolidated Funding Application (CFA) Timeline.
    - Letter from the county is also required for the grant application.

    - Grant application is a total of 120 points. References are only about 2 points. Explanations of how the Smart Growth Principles will be included is 36 points.
- It was noted that the Nunda Planning Board wrote their own plan. Ted reviewed it and said it was a good plan.

Draft Writing Committee

- Nancy Nice, Ann Lafford, Jeff Weidrick, Derek Wadsworth, Sue DeMuth, Quinn Golden, and Jeff Cappello will comprise the draft writing committee. They will meet at 5pm before each Comprehensive Plan Meeting.
- This group will write the preliminary plan that will include all the points that are important to our community.
- Katie will supply the group with the meeting minutes from all the CPWG meetings.

Next Meeting: July 21, 2025 at 6PM in the North Dansville Town Hall.
Motion by Quinn Golden to adjourn, 2nd by . No Chuck Infantino. All in favor 8 AYE, 0 NAY, 0 . Meeting adjourned at 7:45pm
Respectfully Submitted,
Katie Infantino, Secretary Comprehensive Plan Work Group (CPWG)