Notice of Meeting

February 10, 2016 at 2:00 p.m.

Rose Caracappa Auditorium,
W.H. Rogers Legislature Bldg.,
725 Veterans Memorial Highway, Smithtown, NY

Tentative Agenda Includes:

1. Meeting Summary for December 2015 and January 2016
2. Public Portion
3. Chairman’s Report
4. Director’s Report
5. Guest Speaker
6. Section A 14-14 thru A 14-23 & A 14-25 of the Suffolk County Administrative Code
7. Section A-14-24 of the Suffolk County Administrative Code
8. Other Business:
   • Election of Officers
   • Rules of Proceedings
   • 2016 Calendar

NOTE: The next meeting of the SUFFOLK COUNTY PLANNING COMMISSION will be held on March 2, 2016 at 2 p.m. H. Lee Dennison Building 2nd Floor, 100 Veterans Memorial Highway, Hauppauge, NY 11788
AGENDA

February 10, 2016 at 2:00 p.m.

Rose Caracappa Auditorium,
W.H. Rogers Legislature Bldg.,
725 Veterans Memorial Highway, Smithtown, NY

1. Meeting Summary for December 2015 and January 2016

2. Public Portion

3. Chairman’s Report

4. Director’s Report

5. Guest Speaker
   • None

6. Section A 14-14 thru A 14-23 & A 14-25 of the Suffolk County Administrative Code
   • None

7. Section A-14-24 of the Suffolk County Administrative Code
   • None

8. Other Business:
   • Election of Officers
   • Rules of Proceedings - Proposed Amendments
   • 2016 Calendar

NOTE: The next meeting of the SUFFOLK COUNTY PLANNING COMMISSION will be held on March 2, 2016 2 p.m. H. Lee Dennison Building 2nd Floor, 100 Veterans Memorial Highway, Hauppauge, NY 11788
COUNTY OF SUFFOLK

STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

SUFFOLK COUNTY PLANNING COMMISSION
SUMMARY OF REGULARLY SCHEDULED MEETING

Chairman
Sarah Lansdale, AICP
Director of Planning

Date: February 10, 2016
Time: 2:00 p.m.
Location: Rose Caracappa Legislative Auditorium
William H. Rogers Legislature Building
North County Complex
Hauppauge, New York 11788

Members Present (15)

Ramon Accettella Jr. – Town of Babylon
Michael Kelly – Town of Brookhaven
Samuel Kramer – Town of East Hampton
Jennifer Casey – Town of Huntington
Matthew Chartrand – Town of Islip
Carl Gabrielsen – Town of Riverhead
Nicholas Morehead – Town of Shelter Island
John Finn – Town of Smithtown
Barbara Roberts – Town of Southampton
Nicholas Planamento – Town of Southold
Adrienne Esposito – Villages Over 5,000
Michael Kaufman – Villages Under 5,000
Kevin Gershowitz – At Large
Samuel Chu – At Large
Errol Kitt – At Large

Staff Present (7)

Sarah Lansdale – Director of Planning
Andrew Freleng – Chief Planner
Ted Klein – Senior Planner
John Corral – Senior Planner
Christine DeSalvo – Senior Clerk Typist
Robert Braun – Assistant County Attorney
Brittany Gelomino – Assistant County Attorney (Counsel to the Commission)
Meeting Summary (continued)  

February 10, 2016

Call to Order

- The Suffolk County Planning Commission meeting of February 10, 2016 was called to order by 1st Vice Chairperson Adrienne Esposito at 2:07 p.m.

The Pledge of Allegiance

Commission Membership

- The 1st Vice Chair announced that two (2) new members have joined the Commission, and asked that those new members introduce themselves and tell the Commission about what they believe they can bring to the Commission. The new Commission members then address the Commission in the following order;
  1. Errol Kitt – as an at-large member to the Commission.

Following the welcome and introductions some questions and answers were exchanged amongst the new and sitting members of the Commission.

Public Portion - No members of the public requested to address the Commission.

Chairman’s Report - There were no Chairman updates for the Commission.

Director’s Report - There were no Director updates for the Commission.

Guest Speaker(s) - None

Adoption of Minutes

- The adoption of the December 2015 Meeting Minutes. Motion to adopt the minutes as written was made by Commission member Accettella, seconded by Commission member Chu. Vote Approved: 13 ayes, 0 nays, 2 abstentions (Kitt and Morehead).

- The adoption of the January 2016 Meeting Minutes. Motion to adopt the minutes as written was made by 2nd Vice Chairman Kelly, seconded by Commission member Kaufman. Vote Approved: 13 ayes, 0 nays, 2 abstentions (Kitt and Morehead).

Section A14-14 thru A14-25 of the Suffolk County Administrative Code - None

Other Commission Business

Election of Officers for 2016

- 1st Chair Esposito announced that she will run the meeting until a new Chairperson is elected and then at that point turn the meeting over to that person. The 1st Vice Chair stated that there are two nominees to each of the three commission officers’ positions and that the Chair election will take place first.
Meeting Summary (continued)  
February 10, 2016

Other Commission Business

Election of Officers for 2016 (continued)

- A motion to have ‘write-in’ ballots cast for the current election of officers was made by 2nd Vice Chair Kelly, seconded by Commission member Gershowitz. Vote Approved: 9 ayes, 6 nays, 0 abstentions.

- Commission member Roberts then requested a legal opinion regarding the ‘public’ aspect of the forthcoming elections and whether the ‘write-in’ ballots meet the criteria of a public hearing. Counsel to the Commission advised the Chair and the Commission that the actual vote is required to take place in a public forum and that there is nothing prohibiting ‘write-in’ ballots as long as the ballots were available to the public to view. Commission member Accettella indicated that during similar votes in other public bodies, such as fire departments, the Chair would appoint a ‘teller’ to collect and count the ballots. 1st Chair Esposito then appointed the Commission’s Counsel to be the ‘teller’ and authorized the staff to distribute paper ballots for the Commission members to fill out. After confirmation with the Counsel to the Commission, 1st Chair Esposito announced paper balloting will take place; the ballots will not be destroyed after the vote but kept on file in the County Attorney’s Office, and would be part of the public record and therefore FOIL-able as the Commission is a public entity. Commission’s Counsel confirmed what the 1st Chair Esposito stated, reiterating that today’s date and the name of the voting member of the Commission must be on each ballot sheet, in addition to the name of the nominee they are voting for as per the specific office; staff distributed 3 sheets of paper to each Commission member to act as their ballot sheets to the vote in the election.

- 1st Chair Esposito announced that the two nominees for the office of Chair of the Planning Commission will each now have the opportunity for two minutes to address the Commission before the vote for the Chair of the Suffolk County Planning Commission would take place, and that thereafter the nominee with the most votes would be declared the new Chair of the Commission for 2016 and take over running the meeting from that point on. Commission member Jennifer Casey was the first of the two nominees to address the Commission followed by sitting 2nd Vice Chair Michael Kelly.

- The election of Chair of the Planning Commission via write-in ballots took place, and Jennifer Casey was elected as the new Chair of the Suffolk County Planning Commission by a vote of 8 to 7, and assumed the Chair seat upon the announcement.

- The two nominees for the office of 1st Vice Chair of the Suffolk County Planning Commission each had the opportunity for two minutes to address the Commission before the vote via write-in ballots took place. Commission member John Finn was the first of the two nominees to speak to the Commission followed by sitting 1st Vice Chair Adrienne Esposito.
Other Commission Business

Election of Officers for 2016 (continued)

- The election of 1st Vice Chair of the Planning Commission via write-in ballots took place, and Adrienne Esposito was re-elected to the office of the 1st Vice Chair of the Suffolk County Planning Commission by a vote of 8 to 7.

- The two nominees for the office of 2nd Vice Chair of the Suffolk County Planning Commission each had the opportunity for two minutes to address the Commission before the vote via write-in ballots took place. Commission member Michael Kaufman was the first of the two nominees to speak to the Commission followed by Commission member Samuel Chu.

- The election of 2nd Vice Chair of the Planning Commission via write-in ballots took place, and Samuel Chu was elected to the office of the 2nd Vice Chair of the Suffolk County Planning Commission by a vote of 8 to 7.

Adoption of Commission Meeting Schedule for 2016

- After a short discussion regarding the locations of future meetings and acknowledgement by the Chair that there would be opportunity to amend the Commission’s meeting schedule at a later date a motion was made to adopt the 2016 Commission Meeting Schedule as presented by Commission member Kaufman, seconded by Commission member Chu; Vote Approved: 14 ayes, 0 nays, 1 abstention (Kramer).

Adoption of Rules of Proceedings for 2016

- After the Commission reviewed and deliberated the existing Rules of Proceedings a motion to adopt the 2015 Rules of Proceedings as the 2016 Rules of Proceedings pending further discussion and possible future amendments was made by Commission member Kelly, seconded by Commission member Accettella; Vote Approved: 15 ayes, 0 nays, 0 abstention.

Meeting Adjournment (3:38 p.m.)

- The motion to adjourn the meeting was made by Commission member Kaufman, seconded by Commission member Accettella; Vote Approved: 15 ayes, 0 nays, 0 abstentions.