

July 10, 2008

Town Board of Putnam Valley
265 Oscawana Lake Road
Putnam Valley, N.Y. 10570

Dear Town Board Members:

Putnam Valley Residents Coalition recently did an email wide cast and a postal mailing to our membership asking for their opinions on a wide range of topics to assist us in determining what issues we should focus on in our community.

Of close to 400 members contacted, 20% of our roster responded .We would like to share these views with the Town Board and ask that you consider implementing their suggestions.

The priority issue for our respondents was a recommendation that public notice requirements for items appearing on an agenda for Planning Board meetings include full descriptions. This can be accomplished by doing the following:

1. The name of the project and the parcel number would include a one or two sentence summary statement of the project. And there would be a link to all pertinent attachments.

While we value the fact that our town government televises planning board meetings, we also recognize that without visual documentation it is impossible to fully understand or follow the proceedings.

2. To facilitate this documentation, we recommend that all commercial and residential development involving more than two houses be required to provide all related documents in a downloadable pdf format to accommodate posting on the town website.

This transparency in notification will be a benefit to the public and to the members of the Planning and Zoning Boards, providing ease of access and accurate information on the project. It will discourage uninformed speculation on the developers intent or the extent of a project .

3. A brief description and attachments would be posted with the agenda item, in advance of any planning and zoning meetings. The cost for any information gathering and posting on the town website would be borne by the applicant. Since this will require no further documentation on their part than what is originally submitted on hard copy, it will not pose an undue burden on the applicant.

By implementing this simple requirement for all commercial development and residential development involving more than two houses, there would be a link for every agenda item posted that would reveal the full application, site plans including the EIS (Environmental Impact Statement) and any SEQR related documents.

We appreciate the consideration of the board and look forward to assisting you as a resource for community responsiveness.

Sincerely,

Mary Beth Becker
President
Putnam Valley Residents Coalition