

Town of Canadice Comprehensive Planning Committee (CPC)

Meeting Minutes 7/10/2025 (Recording available on [Town of Canadice YouTube Channel](#))

Attendees Present:

In person: Kaitlynn McCumiskey (Planning Board Vice Chair and Comp Plan Team Chair), Burch Craig (Planning Board Member), Dwight Uthe (Planning Board Member)

Zoom: none

The Comprehensive Planning Committee (CPC) reviewed recent actions that were taken in the planning process and what the next steps were. After review and editing of the current draft, it will go to the Town Board several weeks before the first public hearing for their review. The public hearing will be for the Town Board and public to provide comments on the draft. After these comments are incorporated, the draft will go to the County Planning Board for review. Then SEQR, the second public hearing, and adoption at a final Town Board meeting.

Reviewed the draft Plan provided by Chair McCumiskey. CPC members provided feedback and comments on the draft. Most corrections were minor clerical and grammatical changes.

There was a discussion about how to include studies. It was decided to put all links in the appendix rather than include links in the Plan itself. It was determined full studies would be very long and links in the appendix would be appropriate.

It was noted that Rob's Trail needed to be added to the existing conditions section.

The CPC reviewed the additions to section 4.6, issues identified by the survey. Chair McCumiskey noted that concerns related to drainage, water quality, and high-speed internet connection were all new issues that were added. The CPC did not have any other issues to add.

The CPC reviewed the sections regarding maintaining the Plan. The current adopted Plan has a provision for reviewing the Plan every 2 years and preparing written reports, amongst other actions. It was decided that there was not enough capacity for this, it was overly burdensome, and unnecessary. It was proposed that the Planning Board could have an agenda item once per year to discuss the Plan. They would decide if an update, amendment, or further review was necessary based on current issues or themes identified during the previous year. If concerns or issues were identified, a special working group would be formed to address any items of note. This would be an informal review on a more regular basis, versus a formal review on a less frequent basis (which is how the Plan is currently written).

The CPC reviewed the sections related to implementation. Of note were updates to the communication goals and a section was added regarding public utilities. Part of the reason for these additions is that if grants become available, having identified and detailed these goals, the Town can earn points and have a better chance of being awarded the grant. The CPC will look to the Town Board for other long-range projects that could be identified here to be more eligible for grants, should they become available. There was also a lengthy discussion about communication. Significant gaps were identified through the survey and this planning process and one of the main goals is to address changing and future communication needs.

The changes made to the amendment process were reviewed. The section was shortened for clarity and simplicity.

It was discussed that there will need to be some edits made for a print and a digital version. One example is that the maps will need to be rotated. For the digital version they will be horizontal, but for the print version they can be rotated vertically so that they are slightly larger.