

Town of Canadice Comprehensive Planning Committee (CPC)

Meeting Minutes 9/11/2025 (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), Jeremy Fraim (Highway Superintendent), Dwight Uthe (Planning Board Member)

Zoom: none

Approved minutes for 5/8/2025 meeting. Chair McCumiskey was not able to finish the meeting minutes for the 7/10/2025 meeting minutes. She will make them available via email or at the next meeting.

Chair McCumiskey reviewed the next steps for adopting the plan. The next step will be to send to the County Planning Board for review and comment. There is a deadline toward the end of September for the October agenda. Mr. Craig said that as the Canadice representative to the County Planning Board, he was comfortable representing the Comprehensive Planning Committee (CPC) at the meeting. After County Planning Board review, there will be a final Town Board meeting that will include a second public hearing, SEQR, and adoption. The CPC decided to meet once more after County Planning Board review and before the final Town Board meeting for adoption. Because of the timing of the County Planning Board meeting, there will not be enough time to incorporate the comments received into the draft plan by the second Thursday of the month in October when the CPC usually meets. The CPC decided that November would be best to meet to review the final draft. Then the final draft of the Plan will go to the Town Board for adoption at the December meeting.

Mr. Uthe asked about feedback received to date and specifically what feedback there was from the Town Board at the first public hearing. Chair McCumiskey shared that there was not a significant amount of verbal feedback from the Town Board at the first public hearing, but she had received written comments from Supervisor Vastola and Councilwoman Crowley. Verbal comments were also received from Planning Board Chairman Mayhood and some members of the public.

The CPC reviewed a comment received about incorporating additional language about green infrastructure into the plan. This type of language can earn the Town more points on certain grant applications in the future. Chair McCumiskey expressed concern that any additions should be in line with feedback received from the public via the survey, public engagement meeting, and public hearing. Public feedback supports language regarding drainage and water quality protection, but terms like green infrastructure can be polarizing.

The CPC reviewed a comment received about the charts and data in section three. There were some errors found in the data previously adopted. These errors will be fixed. Thank you to Councilwoman Crowley for her thorough review of the data.

The CPC reviewed an additional comment regarding water quality and drainage. Chair McCumiskey noted that historically, each Comprehensive Plan had a hot button issue that kept coming up. Her observation that it is water quality and drainage for this planning process.

The CPC reviewed a comment received about alternative housing options including accessory dwelling units (ADUs) and tiny homes. The CPC discussed the pros and cons of ADUs as they relate to feedback received from the community. It was decided to include some simple language, opening up the possibility of exploring changes to the code and zoning to allow ADUs in the future. It was noted that one of major themes of feedback received is maintaining open space and the rural character of the Town. By allowing ADUs, current parcels could be further developed rather than subdividing larger parcels into smaller parcels and spreading development over larger areas rather than concentrating it in currently developed areas.

Reviewed language about mobile home parks from two different subsections in section 6 to make sure they weren't in conflict with each other based on a comment received. It was decided that section 6.4 and further subsection headings were misleading and should be updated to reflect that they include goals and recommendations.

Mr. Fraim noted that the fire district map would need to be updated because as of January 1, 2026, Hemlock Fire Department would be dissolving. The entire Town will be covered by Richmond Fire Department. The map and Plan will be updated accordingly.

Other minor corrections were made throughout the review based on comments from the CPC, Town Board, and public.