



# The New Comprehensive Plan for the Town of Southold

## COMPREHENSIVE PLAN TEAM

### MEETING MINUTES

February 13, 2019 3:00-4:00pm

#### Attending:

Planning Board: James Rich, Martin Sidor, Mary Eisenstein  
Planning Department: Heather Lanza, Mark Terry  
Government Liaison: Denis Noncarrow

1. Reviewed draft RFP's for SEQRA and Graphic Design. Edits and additions were suggested for each in the required qualifications and the deliverables, as well as the details to be provided in the proposals. Also ideas for advertising the RFP's were discussed, including the American Planning Association website.
2. Reviewed updated buildout spreadsheets and summaries along with the assumptions.
3. Next steps:
  - Await NYSDOS grant agency input and approval of RFP's
  - Advertise the RFP for consultants to conduct SEQRA and Graphic Design for the plan (Town Board reso was done 2/13)
  - Add updated stats to Land Use and Transportation Chapters
  - Update the Introduction Chapter to include an explanation and outline of duties for the Responsible Parties identified after each goal and objective.
4. Next meeting:

**Monday, February 25, 3:00pm (after Planning Board executive session at 2:30)**