



Riverhead Comprehensive Plan Update

Ad-Hoc Central Advisory Committee (CAC) Meeting

October 18, 2021, 2:00 pm

DRAFT Meeting Minutes

Attendees (via Microsoft Teams): Sid Bail; Robert Carpenter, Administrative Director, Long Island Farm Bureau; Vin Corrado, LKMA; Lorianne DeFalco, AICP, Senior Technical Director, AKRF; James Rigert, Senior Planner, AKRF; Ray DiBiase, LKMA; Mark Haubner, North Fork Environmental Advisory Committee, Vice President, Town of Riverhead Environmental Advisory Committee, Chairman; Devon Higgins, Deputy Supervisor; Stephen J. Holley, Senior Vice President, AKRF; Tim Hubbard, Councilman; Ike Israel, Richmond Realty; Connie Lassandro, CML Consultant; Frank Mancini, Water District Superintendent; Andrew Mitchell, President and CEO, Peconic Bay Medical Center; Jefferson V. Murphree, AICP, Building & Planning Administrator; Mitch Pally, Chief Executive Officer, Long Island Builders Institute; Dawn Thomas, Community Development Director; Robert M. White, Senior Vice President, AKRF.

1. **Welcome and Introductions**— Devon Higgins, Deputy Supervisor. The Deputy Supervisor provided direction for the Comprehensive Plan Update.
2. **Project Update and Agenda**— Jeff Murphree, Building & Planning Administrator. The survey and interactive map will now be open through mid-December. The Town just completed four community meetings. Power point handouts have been posted to the project website (TownofRiverheadComprehensivePlanUpdate.com). Recordings of the meetings will also be made available on the project website. Topic meetings are being scheduled. After the topic meetings are completed, we will meet with the CAC again.
3. **Presentation/Handouts**—AKRF/LKMA
 - a. **Summaries of Comments from Community Meetings**—Lorianne DeFalco and James Rigert provided an overview of the comments received during the four September 2021 Community Meetings. It was noted that there were approximately 100 attendees in total; approximately 250 recorded comments (verbal, Zoom, and written). The vast majority of the comments pertained to townwide issues. The topic area with the most comments was “Other” (e.g., outreach, zoning, hamlet boundaries), followed by Environmental Protection and Sustainability.
 - b. **Draft Affordable Housing Analysis Memorandum (August 3, 2021)**—Lorianne provided an overview of AKRF’s Draft Affordable Housing Analysis. AKRF inventoried the income-restricted and other types of housing in the town and conducted a preliminary analysis of the amount of new designated affordable units that may be needed in the town over the next 10-20 years to support the town's existing and future workforce and lower-income populations. Future goals for affordable housing were determined based on

standard industry benchmarks of having 10-20 percent of the Town's units set aside as affordable. These were also the benchmarks that were used in the Town's prior affordable housing analysis that was shared with us from 2007. Based on the 10 percent goal, the Town is already meeting the affordable housing needs of the existing and future populations. However, based on the goal of having 20 percent of the Town's housing units be affordable about 300-500 new affordable units are needed over the next 10-20 years. It was noted that this is a draft analysis and feedback and suggestions are welcome.

4. **Questions & Discussion**—Jeff Murphree, Building & Planning Administrator

- Public Comments Gathered from the 4 Community Meetings
 - The Town requested a summary of the top 10-20 comments (see **Attachment A**)
- Draft Affordable Housing Analysis Memo
 - The draft affordable housing analysis was requested by Councilwoman Kent and is sparking good discussion.
 - It was noted that 203/213 East Main Street was listed as both market-rate and affordable. The Town clarified that there will be 158 market-rate units at that location. AKRF will update the memo accordingly.
 - The Town commented that we may wish to include the potential 200 new market-rate units anticipated to be developed in the TOD Overlay District.
 - Connie Lassandro commented that the analysis was a good start but that different levels of affordability need to be considered. The Town needs workforce housing for young professionals. The analysis should look at actual rents. Some residents cannot afford the rents.
 - Mitch Pally commented that the Long Island Workforce Housing Act should not be used as a threshold for affordable housing; income levels should be identified, such as the average incomes for different types of workers in the town.
 - Andy Mitchell commented that the need for affordable housing for service workers is there. Most service workers cannot afford to live in the town.
 - Ike Israel commented that the town doesn't have adequate affordable housing supply, which increases prices. A good portion of the affordable housing outside Downtown is designated for seniors. Most of the apartments going up are in the DC-1 Zoning Use District. The Town should look at zones that allow apartments and see what is working and what isn't; there hasn't been much development in the CRC district, which allows garden-style apartments and townhomes. Building in the DC-1 had the benefits of not requiring parking, which is starting to change, along with great downtown amenities. It will be important to continue to have DC-1 apartments.
 - Riverhead is affordable compared to the other East End towns; however, affordable housing is still needed.
- Housing
 - The Town will need to manage the conversion of single-family housing stock to short-term rentals.
 - It will also be important to create new single-family developments.
 - Apartments are currently not allowed above offices on Roanoke Avenue. This is something that needs to be looked at and can potentially create new housing opportunities outside of the DC-1.

- The Town needs to examine the housing types permitted in each of the DC zoning use districts to determine what makes the most sense. DC-3 does not currently allow apartments.
- Riverhead is starting to formulate a community housing plan.
- There needs to be support for first time homebuyers; there needs to be a way to step up from a market-rate apartment to a single-family home.
- There is a need for assisted living facilities.
- The Town should consider whether single-family homes are desirable to the younger populations.
- Post-pandemic conditions and trends toward working from home will also need to be considered.
- Public Survey
 - Sid Bail and Mark Haubner suggested that the Town consider a direct mail survey to get more responses.
 - The Town invited CAC members to send email blasts to their members to advertise the survey.
 - It was noted that some community members took hard copies of the survey at the community meetings to bring to their neighbors.
- Visioning
 - Andy Mitchell asked which organization would be responsible for the vision.
 - The Town explained that all of the community input will help to formulate the vision. We will also consider what was achieved and what was not achieved with the 2003 Comp. Plan.
- Agriculture
 - The Town needs farmland preservation but it also needs to preserve the economics of farming. Housing is a key need for farm workers.

5. Next Steps

- Draft meeting minutes will be circulated for review and posted to the project website when finalized.
- Demographic information will be made available as it is completed.
- A Doodle Poll will be circulated for future meeting scheduling once the five topic-oriented meetings have been completed.
- Any questions may be directed to Jeff Murphree, ext. 239 or murphree@townofriverheadny.gov
- A recording of the meeting is available on the project website at TownofRiverheadComprehensivePlanUpdate.com

ATTACHMENT A: TOP 20 COMMENTS RECEIVED DURING COMMUNITY MEETINGS

1. The Jamesport hamlet boundary is not correct. It should include an area west of Washington Avenue that includes Jamesport Hardware and Jamesport Country Store. Northville appears large; consider an eastern boundary that runs along Sound Avenue to Pier Avenue.
2. The Town should prioritize getting clean drinking water to Manorville residents.
3. The comprehensive plan update should consider prior goals and include a new vision.
4. The location on Shade Tree Lane is difficult for residents farther west to access. Meetings for the western half of the Town should be held at Riley Avenue School.
5. The Town should reach out to the unhoused population.
6. The Town should strengthen the zoning code to retain rural character. Agritainment uses need to be addressed. Special permit requirements need to be tightened.
7. The Town should consider requiring buffers around solar development to preserve open space.
8. The Town needs a long-term vision for EPCAL; the sale of EPCAL should not be considered final.
9. The Town should eliminate or raise the apartment cap in the DC-1 Zoning Use District. This will help to address public safety and support downtown revitalization.
10. The Town needs housing options other than single-family homes which can be cost prohibitive (e.g., denser housing, assisted living, veteran housing, and short-term rentals).
11. More flexibility in the zoning is desired to build a variety of housing types and other uses (e.g., schools). A small lot ordinance may also be needed.
12. Besides housing, other uses are needed Downtown, such as family-oriented uses, specialty grocery store, and recreational cannabis sales.
13. Riverhead schools are at capacity. How will the ongoing development in Riverside be addressed?
14. The Town needs to change the perception that Downtown is unsafe.
15. The 5-story buildings Downtown do not reflect the historic character of the neighborhood.
16. Reuse of the vacant retail buildings on Route 58 should be prioritized over building new buildings.
17. The Town needs to step up law enforcement (e.g., for noise violations, speeding, short-term rentals).
18. Flooding and drainage is an issue in several areas throughout the town.
19. The Town needs to address the effects of climate change and work on completing the Climate Smart Community Program.
20. The Town should consider the designation of scenic/historic roads to limit their use and protect the character of the surrounding neighborhoods.