

D-1c

TOWN-VILLAGE OF HARRISON

MEMORANDUM

TO: Rob Belmont, Supervisor/Mayor  
FROM: Rosemarie Cusumano  
DATE: April 24, 2013  
RE: Zoning Board Classes

Request permission for Zoning Board Member, Paul Valentine to attend Westchester Municipal Planning Federation 2013 Land Use Training Institute on April 25, 2013. The cost for registration is \$20.00. This is a budgeted item.

Please put the request on the next Town Board Meeting, May 2, 2013.

Thank you.

Attachment

cc: Town Clerk

# WMPF 2013 Land Use Training, 1.31.13

## REGISTRATION FORM *(fill out one form per person)*

NAME: Paul Valentine DAYTIME PHONE: 914-670-3077  
ADDRESS: 1 Heineman Place, Harrison, NY 10528  
MUNICIPALITY/COMPANY AFFILIATION: Town/Village of Harrison Zoning Member  
E-MAIL: pcasmano@harrison-ny.gov

**LUTI Thursday, April 25 | Select one course from Session A and one from Session B**

### SESSION A 7:10-8:00 p.m.

- 1. Planning Board Primer : What You Need to Know**  
This course provides a basic overview of the responsibilities of Planning Boards.
- 2. Zoning Board Primer: What You Need to Know**  
This course provides a basic overview of the responsibilities of Zoning Boards.
- 3. Using Environmental Permits**  
Planning Boards do a lot more than review subdivisions, site plans and special permits. Increasingly these boards also issue permits to address specific environmental considerations including wetland activity, tree protection, steep slope disturbances, scenic roadway protection, etc. This presentation will address different types of environmental permits, their use and how their reviews differ from other Planning Board reviews.
- 4. Protecting Board Decisions**  
Consistent practices, through documentation and clear communications, help to support good decisions. This course provides an overview of the basics of administering land use applications including procedural considerations, managing public comment, the importance of minutes and writing defensible decisions.

### SESSION B 8:05-8:55 p.m.

- 5. Working Sustainability Into Development Projects**  
Learn what is being done regionally concerning sustainable development and learn how to incorporate sustainable best practices into development projects of all scales.
- 6. SEQR: Coming in October - the New EAF Forms**  
Learn about the new EAF forms and other changes which take effect on October 7, 2013.
- 7. New Uses for Outdated Facilities**  
Learn the options and possibilities for repurposing vacant facilities and out-of-date land uses such as office buildings, commercial sites and institutional campuses.

Fee:

Per Evening:  \$20 for WMPF members \_\_\_\_\_ \$25 for non-members

Students: \_\_\_\_\_ free with current I.D.

TOTAL PAYMENT: \$ \_\_\_\_\_ CHECK \_\_\_\_\_ VOUCHER \_\_\_\_\_

**REGISTER BY April 23, 2013. MAKE CHECKS OR VOUCHERS PAYABLE TO:**

**Westchester Municipal Planning Federation**

Fax to: (914) 995-3780; E-mail to: [pde1@westchestergov.com](mailto:pde1@westchestergov.com);

Mail to: Michaelian Office Building, Room 432, 148 Martine Avenue, White Plains NY 10601