



**Town of Shelter Island
Community Housing Board Special Meeting
June 27, 2016
Minutes**

Members Present: Co-Chair Mary Faith Westervelt, Bruce Saul, Richard Zaun,
Members Excused: Co-Chair Sherman, Michael Bebon, Town Liaison Councilwoman
Lewis

Open meeting at 7:00 PM

The May 23, 2016 Minutes will be approved at the July 25, 2016 meeting.

Housing Registry Advertisement Reponse

Only one application for the Housing Registry was submitted in response to the recent advertisement in the *Shelter Island Reporter*. The Board is aware of anticipated housing opportunities that will be available in the near future. The Board agreed to place another advertisement in the *Reporter*; Member Saul undertook the action item for this.

Special Community Housing License Application:

**Lafferty –Lowe
10 Great Circle Drive
PO Box 1291
Shelter Island Heights, NY 11965**

Co-Chair Westervelt noted that the application is incomplete. In particular, the site plan with the square footage of the parcel, locations of all structures, walkways, driveways, parking areas, and landscaping features as required by the Town Code was not submitted. Attorney Patricia Quigley, representing the applicants, agreed to provide this information. In response to a question from Ms. Quigley, Co-Chair Westervelt explained that, unlike a Community Housing Floating Zone, the Board has the authority to grant a Special Community Housing License and can grant relief from the Town Zoning Code. However, the structure must meet all Building Code requirements such that the Town Building Department will grant a Certificate of Occupancy to the structure. The Board will review the additional required information at its next meeting on July 25 and indicate whether it would be willing to grant a Special Community Housing License to the applicant subject to inspection by the Town Building Inspector to confirm that it meets all Building Code requirements necessary to issue a Certificate of Occupancy.

Other Business

The Board discussed inviting Jo Anne Durovich from St. Joseph's College, who is a resource on regional housing planning in Suffolk County, to discuss ideas for encouraging community housing. The Board agreed to consider this in the fall.

Meeting Adjourned 7:32 PM

Respectfully Submitted,

Jeanette Flynn
Clerk to the Committees & Boards