

Town of Plymouth Planning Board
March 2, 2026

The meeting was opened at 6pm, by Chair John Owens.

Present: John Owens, Gary Simpson, Dick Schutt, Kathy Clemens Excused: Sandy Pierce

Minutes: Gary Simpson moved to approve the minutes with the change in Dick Schutt named change, seconded by Dick, all ayes

Public Comments: Jim Lobdell came, on behalf of Lorri Race, to request a letter from the planning board-due to a bank requirement- stating dividing one lot into 2 lots does not require action from the Planning Board. John moved to approve the request, seconded by Dick all ayes.

Board Members: Members did not present any potential candidates at this time for the Plan Bd.

New Items to Discuss: Kathy noted the possibility of doing a training session on *Public Meetings & Hearings, pp4*, 1hr duration, NY DOS, Local Government Training Program Courses for Local Officials-2026. All members agreed this would be beneficial, and agreed the training will be 5pm, April 6th, prior to the Planning Board meeting. Members also agreed the Town Board would be notified and invited to attend.

Comprehensive Plan Survey: Kathy and John reviewed hard copy options for the survey tool. John did a great job. Kathy will be confirming consistency between the online version and the hard copy survey tool; and hopes the survey will be ready for public input after the April Town Board meeting. Kathy agreed to go to the County Tax Dept to attempt to receive an excel spreadsheet to use with voter election rolls to assist with mailing label development. The importance of a hyperlink or QR Code on the town webpage was discussed. Planning Board members would avail themselves to be present at community events to solicit community members to complete the survey, with assistance

Mail, notices, and Other: previously discussed.

Next meeting will be April 6, 2026, in the Fire House Community Room, Town Hall. John will contact Virginia Brown to ensure notices are posted on the sign board, Website and paper.

Dick moved to adjourn the meeting at 6:50pm, second by Kathy, all ayes.