

TOWN OF EAST GREENBUSH COMPREHENSIVE PLAN UPDATE



MEETING SUMMARY

Purpose: Comprehensive Plan Steering Committee (CPSC) Meeting #7

Date and Time: August 24, 2020, 6:00-8:00 pm

Location: Red Barn, East Greenbush Town Park

Attendees: See Attached Sign-in

Agenda Item	Discussion	Key Decisions & Outcomes
<p>Welcome and Agenda Overview</p>	<p>The CPSC Meeting #7 was held at the Red Barn at the East Greenbush Town Park on Monday, August 24 from 6:00-8:00PM. The meeting was open to the public and all health and safety protocols related to COVID-19 were adhered to. Health and safety protocols included:</p> <ul style="list-style-type: none"> • Screening process upon entering building <ul style="list-style-type: none"> ○ Recorded name, performed temperature check and response to screening questions • Masks required • Social distancing maintained throughout meeting <p>In addition, the meeting was also live-streamed on the Town’s YouTube Channel for those unable to attend in-person. The meeting recording is available at: https://www.youtube.com/channel/UCzStopZCsgZKn_GV0i1WalA.</p> <p>The purpose of this meeting was to introduce the Draft Comprehensive Plan document to the CPSC and discuss any initial comments about the plan. The meeting also included a discussion of public engagement moving forward and additional next steps for the plan development process.</p>	

	<p>Jaclyn Hakes (MJ) welcomed the members of the committee and the public and provided an overview of the agenda.</p> <p>Comprehensive Plan Steering Committee (CPSC) members present included:</p> <ul style="list-style-type: none"> • John Conway, Jr. • Victoria Manieri <p>Town Staff Present:</p> <ul style="list-style-type: none"> • Jack Conway, Town Supervisor • Adam Yagelski, Director of Planning and Zoning • Dalia Szarowicz, Planner/Stormwater Management Officer <p>The MJ Team members present included:</p> <ul style="list-style-type: none"> • Jaclyn Hakes, AICP, Director of Planning Services • Andrew Gillcrist, Planner <p>The following items were included on the meeting agenda:</p> <ol style="list-style-type: none"> 1. Welcome and Agenda Overview 2. Project Update 3. Draft Comprehensive Plan Overview 4. Public Engagement Discussion 5. Next Steps 6. Public Comment 	
<p>Project Update</p>	<p>Ms. Hakes provided a project update that included actions that have been completed or are in progress.</p> <p>Actions that have been completed include:</p> <ul style="list-style-type: none"> ▪ Public Engagement <ul style="list-style-type: none"> ○ Community Outreach Plan ○ Public Open House #1 ○ Public Workshop #2 – Speed Round Discussions ○ Online Community Survey ○ Stakeholder Meetings ○ Online Community Survey ▪ Community Profile (Inventory) ▪ CPSC Meetings #1-6 ▪ Draft Vision, Guiding Principles, Goals, Preliminary Recommendations 	

	<p>Actions that are ongoing/in-progress:</p> <ul style="list-style-type: none"> ▪ Public Engagement <ul style="list-style-type: none"> ○ Public Open House #3 / CPSC Public Hearing ▪ Project Webpage / The Monthly e-newsletter ▪ CPSC Meetings ▪ Draft Comprehensive Plan Revisions 	
<p>Draft Comprehensive Plan Overview</p>	<p>Ms. Hakes then provided an overview of the Draft Comprehensive Plan document. Prior to the meeting the Project Team shared a preliminary draft with the CPSC to review. Following the meeting, CPSC members were asked to review the document and provide feedback over the next two weeks.</p> <p>The Draft Comprehensive Plan is divided into eleven sections, starting with information about the project and the plan development process. Following that the plan is organized into a series of Guiding Principle sections. The Guiding Principles have been established with the help of the CPSC and with input through the public engagement process. Each guiding principle section is topic-based and includes a guiding principle, goals and recommended actions to address the needs and opportunities identified as part of that topic area. Following the guiding principle sections is the Future Land Use section. This section provides the framework for future land uses in the community and provides direction for a future zoning code update. Lastly, the plan includes an implementation section that describes the steps needed to implement the plan.</p> <p>Plan sections include:</p> <ul style="list-style-type: none"> • Section One: Introduction • Section Two: Vision and Guiding Principles • Section Three: Placemaking • Section Four: Economic Growth • Section Five: Transportation and Mobility • Section Six: Neighborhoods and Housing • Section Seven: Recreation • Section Eight: Natural Resources, Agriculture and the Environment • Section Nine: Governance and Infrastructure • Section Ten: Future Land Use • Section Eleven: Implementation 	

	<p>The Draft Vision was developed with input from the public, stakeholders and the CPSC and establishes the direction of the community over the next 5, 10 or 20 years. The draft Vision is as follow:</p> <p><i>In the year 2040, the Town of East Greenbush is a desirable live/work community that encourages a thriving walkable central town area surrounded by historic hamlets, well-connected neighborhoods, rural lands and active agriculture.</i></p> <p><i>Balanced, sustainable growth within the community maintains the small town feel while providing a range of employment opportunities, supporting a diverse tax base, encouraging locally owned businesses and promoting emerging business sectors.</i></p> <p><i>A range of quality housing options are available, and the town takes pride in its well-maintained streets, parks, businesses, and neighborhoods.</i></p> <p><i>East Greenbush is a community aware and respectful of its important natural resources and the health of the environment.</i></p> <p><i>This safe, welcoming town has a strong sense of community and is a place for multiple generations to call home.</i></p> <p>Mr. Gillcrist then provided an overview of the Guiding Principle and Goals for each of the guiding principle sections.</p> <p>Guiding Principles and Goals include the following:</p> <p>Placemaking Encourage a strong sense of place and unique identity, including recognized town and hamlet centers with a mix of land uses, that attract residents, businesses and visitors and are supportive of all generations, while celebrating the Town’s history and small-town feel.</p> <p>Goals:</p> <ul style="list-style-type: none">• Goal 1: Create vibrant, active, attractive and functional community gathering spaces within key nodes.• Goal 2: Strengthen community identity by prioritizing and preserving historic resources.• Goal 3: Manage new development in the Town’s rural areas to protect the resources and unique rural	
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	<p>identity, create new places, and balance cost of providing public services.</p> <p>Economic Growth Engage in sustainable, managed growth that balances community character and quality of life with tax-base generating opportunities and increased access to employment. Focus commercial growth along key corridors and support thriving town and hamlet centers with local businesses.</p> <p>Goals:</p> <ul style="list-style-type: none"> • Goal 1: Develop and maintain a strong, diversified and sustainable local economy. • Goal 2: Promote investment and re-investment in key areas along the Columbia Turnpike and Route 4. • Goal 3: Foster job growth by retaining existing businesses and attracting new businesses. • Goal 4: Ensure growth occurs in a manner that preserves the quality of life and character of the community. <p>Transportation and Mobility Enhance walking and biking facilities to create better connections between neighborhoods, town and hamlet centers and encourage transit choices. Evaluate and apply methods to improve circulation for people and goods along key commercial and residential corridors.</p> <p>Goals:</p> <ul style="list-style-type: none"> • Goal 1: Maintain a safe, reliable and efficient transportation system that provides multi-modal access while maintaining the character of East Greenbush. • Goal 2: Support complete streets and encourage expanded bicycle, pedestrian and public transit options to improve and create connections between residential areas and key commercial centers. <p>Neighborhoods and Housing: Preserve the character of existing neighborhoods and historic hamlets while creating new quality housing options. Provide housing options to attract new community members that may work in town or surrounding communities and retain existing residents while providing housing opportunities for residents of all ages.</p>	
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	<p>Goals:</p> <ul style="list-style-type: none"> • Goal 1: Provide a variety of housing options that are available to a range of income levels. • Goal 2: Provide a variety housing options that meet the needs of multiple generations. • Goal 3: Preserve and Enhance the character of existing neighborhoods and historic hamlets. <p>Recreation Expand inclusive passive and active recreational spaces and programming of all scales throughout the Town. Create gathering places and activity centers which foster community-oriented activities and pride in the Town.</p> <p>Goals:</p> <ul style="list-style-type: none"> • Goal 1: Expand active and passive recreation opportunities for the health and enjoyment of all residents and visitors. • Goal 2: Maintain and upgrade existing parks and recreational facilities. • Goal 3: Create or pursue recreation opportunities which connect residents and foster community engagement and identity <p>Natural Resources, Agriculture & the Environment Embrace, promote and celebrate important natural resources. Maintain and improve water and air quality as well as wildlife habitat. Support active farms, agribusiness, and agritourism.</p> <p>Goal 1: Preserve and protect key natural resources. Goal 2: Protect farmland and support an agricultural economy.</p> <p>Governance and Infrastructure Promote fiscal responsibility and enhance governmental efficiencies with a positive service approach. Ensure transparency and equity in decision making. Allocate adequate resources for the community to provide essential services. Upgrade infrastructure to support a growing community and its need to adapt to emerging technologies.</p> <p>Goals:</p> <p>Goal 1: Ensure the availability of public facilities, infrastructure and emergency services that adequately serve the present and future needs of East Greenbush. Goal 2: Maintain fiscal responsibility among all Town departments.</p>	
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	<p>Goal 3: Continue operating a transparent Town Hall that seeks active community involvement.</p> <p>Prioritization of Recommendations: An important part of the implementation process is understanding the prioritization of recommendations. The CPSC was asked to provide feedback regarding the prioritization of the plan recommendations. To provide feedback, the members of the CPSC were asked to complete a Draft Comprehensive Plan Recommendation Worksheet.</p> <p>The purpose of the worksheet is to establish a prioritization of recommendations for the Draft East Greenbush Comprehensive Plan Update. For each guiding principle and accompanying section in the draft plan, the worksheet includes a table of recommendations. Within the table is a prioritization column to gather Committee feedback on whether a recommendation should be a short-term, mid-term or long-term action.</p> <p>The prioritization of recommendations indicates the timeframe to initiate the implementation of a recommendation. Short-term indicates the highest priority with implementation being initiated within 0-2 years, mid-term priorities are to be implemented between 2-5 years and long-term are to be initiated in 5+ years. This prioritization does not indicate how long a particular recommendation may take to implement; it is an indication of when to initiate that recommendation.</p> <p>Committee Discussion:</p> <ul style="list-style-type: none"> • Consider removing "2040" from the Vision as this suggests a 20-year plan and may be perceived as a plan that does not need to be implemented immediately. <p><i>The CPSC was asked to review the Draft Comprehensive Plan and Recommendation Worksheet and provide feedback by Friday, September 4 to the Project Team.</i></p>	
<p>Public Engagement Discussion</p>	<p>Next, Ms. Hakes led a discussion about public engagement for the remainder of the project.</p> <p>Following any revisions to the draft plan, based on a review by the CPSC and Town staff, the draft plan will be made available for the public to review and provide comments.</p>	

	<p>Public engagement to be scheduled includes:</p> <ul style="list-style-type: none"> • Public Open House #3/Committee Public hearing • Town Board Public Hearing <p>Ms. Hakes then led a discussion about the format and timing of upcoming engagement opportunities.</p> <p>Discussion of Format for Engagement:</p> <ul style="list-style-type: none"> • In light of the COVID-19 situation, engagement will likely need to be modified accordingly • Ideas for format include: <ul style="list-style-type: none"> ○ Outdoor event ○ Webinar ○ Interactive website to view draft plan and provide comments • An Interactive website available, followed-up with an in-person public hearing is a potential option. Public comment can remain open beyond the public hearing. <p>Discussion of Timing of Engagement:</p> <ul style="list-style-type: none"> • After CPSC review and revisions, the Draft Plan would be available for public review prior to the Committee Public Hearing/Public Event #3 <p><i>Project Team to provide an outline of public engagement options.</i></p>	
<p>Next Steps</p>	<ul style="list-style-type: none"> • CPSC review of draft plan and Recommendation Worksheet • MJ team to revise draft Plan • Draft available for public review • Committee public hearing/Public Workshop #3 	<p>CPSC feedback for draft plan and Prioritization Worksheet to be sent to Project Team by 9/4</p>
<p>Public Comment</p>	<ul style="list-style-type: none"> • A concern was raised about the pace of the project moving too fast given the COVID-19 situation. Town Supervisor, Jack Conway, reassured that the public review would set the pace of the project and the pace could be slowed down if need be depending on the results of public feedback about the draft Plan. • Supervisor, Jack Conway, mentioned that he is pleased with the progress of the draft Plan and that the project is on track to be completed by the end of the year. However, should more time be needed to shape the Comprehensive Plan based on feedback 	

	from the CPSC, Public and Town Board, then the schedule can be modified as needed.	
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This meeting summary conveys our understanding of the items discussed and agreements reached at this meeting. Please forward any additions, corrections and/or questions to my attention.

Submitted by:
Andrew Gillcrist, MJ Engineering and Land Surveying, PC

cc: Consultant Team, CPSC, Town Planning & Zoning Department

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