

VILLAGE OF HASTINGS-ON-HUDSON

COMPREHENSIVE PLAN UPDATE & LOCAL WATERFRONT REVITALIZATION PROGRAM

MEETING SUMMARY

Purpose: Comprehensive Plan Update (CPU) and LWRP Committee Meeting #1
Date and Time: November 9, 2022, 7:00 pm
Location: James Harmon Community Center, 44 Main Street, Hastings-on-Hudson, NY 10706
Attendees: See Below

Agenda Item	Discussion	Key Decisions & Outcomes
Welcome & Introductions	<p>Richard Bass, CPU & LWRP Committee member and acting Committee Chair, welcomed Committee members, Village staff, consultants, and members of the public to the meeting and initiated introductions.</p> <p>Members of the CPU & LWRP Committee in attendance:</p> <ul style="list-style-type: none"> • Mary Beth Murphy • Trustee Drake • Dave Gunton • Edward Kuch • John Patrick Diggins • Meg Walker • Meghann Donahue • Natalie Barry • Richard Bass • Samantha Merton • Sarah Dupere Ostro <p>Additional attendees included:</p> <ul style="list-style-type: none"> • Fiona Matthews, Village Grant Administrator • Joshua Hunn, Department of State Representative <p>MJ Engineering and Land Surveying, P.C., the lead consultants assisting the Village with the Comprehensive Plan Update & LWRP process, was represented at the meeting by:</p>	N/A

<p>Welcome & Introductions (Cont'd)</p>	<ul style="list-style-type: none"> • Jaclyn Hakes, AICP • Sarah Starke Hesse • Jesse McCaughey <p>Jaclyn Hakes (MJ) provided an overview of the agenda.</p> <p>Ms. Hakes also provided an overview of members of the Consultant Team that are not present but will be assisting in the CPU and LWRP process.</p>	<p>N/A</p>
<p>Roles & Responsibilities</p>	<p>Jaclyn Hakes (MJ) described the roles and responsibilities of the following groups:</p> <p>Comprehensive Plan Update & LWRP Committee</p> <ul style="list-style-type: none"> • Review materials • Provide insight and direction • Project ambassadors <p>Village Staff</p> <ul style="list-style-type: none"> • Review materials • Assist with logistics • Institutional insight <p>Consultant Team</p> <ul style="list-style-type: none"> • Technical assistance • Facilitate/administer process • Public Engagement <p>Department of State (DOS)</p> <ul style="list-style-type: none"> • LWRP Program Assistance and Guidance <p>Jaclyn Hakes (MJ) noted that the Committee may wish to form subcommittees as the process continues.</p> <p>Fiona Matthews, Village Grant Administrator, provided an overview of the administration of the grant.</p> <ul style="list-style-type: none"> • Village applied for grant funding through the State for both the Comp Plan Update and LWRP. • Contract was executed between the Village and the State. • Mrs. Matthews will work with DOS on quarterly and half yearly reporting. • Mrs. Matthews as well as Mary Beth Murphy, Village Manager, will be collecting hours from the committee on time spent during and outside of meetings for this process. <p>Joshua Hunn, Department of State, noted that they type of work completed should be tracked a long with the hours.</p>	<p>N/A</p>

<p>Overview of LWRP, Smart Growth and Comprehensive Plan</p>	<p>Joshua Hunn, Department of State, provided an overview of LWRPs, Smart Growth Principles and Comprehensive Planning.</p> <p>There are 15 primary Smart Growth Principles which include:</p> <ol style="list-style-type: none"> 1. Mixed Land Uses 2. Range of Housing Opportunities and Choices 3. Development and Redevelopment in Existing Communities 4. Distinctive, Attractive Communities with a Strong Sense of Place 5. Density 6. Clean Energy 7. Climate Change 8. Resiliency 9. Green Infrastructure. 10. Social Diversity and Integration 11. Regional Planning and Coordination 12. Walkable/Bikeable Neighborhood Design 13. Variety of Mobility Choices 14. Well-Planned and Well-Placed Public Spaces 15. Community and Stakeholder Collaboration in Planning <p>Comprehensive Plans are a consensus-driven land use tool that provides a vision for the community, a foundation of decision making, and establishes a set of short- and long-term goals. These plans are recommended to be updated regularly.</p> <p>Zoning ordinances are the legal documents that implement recommendations from the Comprehensive Plan.</p> <p>LWRPs are a long-term land and water use plan that provides a vision for the future of the waterfront, as well as a framework for implementation.</p> <p>LWRPs are connected with Comprehensive Plans and zoning and can provide a starting point to address a range of priorities specific to the waterfront. The LWRP is required to be adopted locally along with any local laws that come out of the process.</p> <p>The primary sections of an LWRP include:</p> <ol style="list-style-type: none"> 1. Waterfront Revitalization Area Boundary 2. Inventory and Analysis 3. Coastal Policies 4. Proposed Land/Water Uses and Projects 5. Techniques for Local Implementation 	<p>N/A</p>
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<p>Overview of LWRP, Smart Growth and Comprehensive Plan (cont'd)</p>	<p>6. State Actions and Programs Likely to Affect the LWRP 7. Local Commitment and Consultation</p> <p>Additional required elements include:</p> <ul style="list-style-type: none"> • Local Consistency Review Law • New or Amended Local Laws Necessary to Implement the LWRP and HMP • Comprehensive Harbor Management Plan (HMP) • Guidelines for Notification and Review of State Agency Actions <p>The Local Consistency Review Law ensures that future actions within the local waterfront are consistent with the LWRP and with State Coastal policies.</p> <p>The activities of all three levels of government (village, state, and federal) are required to be consistent with a locally adopted LWRP that has been approved by the Secretary of State with concurrence by NOAA's Office of Coastal Management (OCM).</p> <p>Discussion of Sawmill River and the designation as an inland coastal waterway.</p> <p>Discussion of potential Coast Guard stakeholder interest on the waterfront with respect to commercial barge traffic and mooring areas.</p> <p>Overview of LWRP Coastal Zone Management Act and the development of the current coastal area boundary.</p> <p>Section 1 - LWRP Revitalization Area Boundary will clearly define the land and waterside areas that are included in the LWRP. This boundary is the focus of the study area and describes the legal limits of the jurisdiction of the plans, projects, and policies of the LWRP.</p> <p>Section 2 - Inventory and Analysis will include a series of existing conditions mapping to help understand the LWRP area and determine opportunities and constraints. It should support the rationale for applicable NYS Coastal policies, as well as the water dependent uses in the Harbor Management Plan.</p> <p>Section 3 - Local Waterfront Revitalization Policies. The 44 New York State coastal policies address the use and protection and enhancement of the state's waterfront resources. Communities may refine the explanations of the</p>	<p>N/A</p>
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<p>Overview of LWRP, Smart Growth and Comprehensive Plan (cont'd)</p>	<p>policies by adding local conditions and/or geographic areas that are important to the community. Many of the coastal policy categories specifically reference the NYS Smart Growth Public Infrastructure Act.</p> <p>Section 4 - Proposed Land and Water Uses and Proposed Projects identifies potential long- and short-term projects to implement the policies and advance the desired land and water uses. Projects may identify further studies that need to be accomplished to determine feasibility, costs, and other in-depth information, or may be design and construction of physical improvements.</p> <p>Section 5 - Techniques for Local Implementation will describe how the policies, proposed uses and projects will be implemented and may include:</p> <ul style="list-style-type: none"> • Local Laws & Planning Actions, including the local consistency review law • Management Structure • Financial Resources • Future Actions <p>Section 6 - Federal and State Actions and Programs Likely to Affect Implementation (Provided by DOS). Federal and state projects or permits proposed in designated coastal zones receive consistency review. DOS reviews Federal actions and the applicable state agency (such as DEC) reviews state actions.</p> <p>Section 7 - Local Commitment and Consultation describes the local process engaged to prepare the LWRP, individuals and organizations involved, and how they have contributed to the LWRP.</p> <p>Mr. Hunn discussed the planning efficiency between completing and LWRP and Comprehensive Plans simultaneously, as they share many overlapping themes from Inventory and Analysis to Goals and Objectives. However, Comprehensive Plans and LWRPs differ in legislative authority, geographic area, required approval and implementation.</p> <p>Discussion of LWRP and Comp Plan review processes and timeframes.</p>	<p>N/A</p>
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<p>Project Scope & Schedule</p>	<p>Jaclyn Hakes (MJ) provided an overview of the project scope and schedule.</p> <p>The three-pronged project approach starts with understanding the existing state, mapping out where the community wants to be and finally identifying steps for implementation.</p> <p>The project tasks for the Comprehensive Plan include:</p> <ol style="list-style-type: none"> 1. Comp Plan Public Meetings 2. Community Outreach & Participation 3. Data Collection 4. Data Analysis 5. Goals & Objectives 6. Strategies 7. Develop Comprehensive Plan 8. Committee Updates 9. SEQRA <p>The project tasks for the LWRP align with State guidance and include:</p> <ol style="list-style-type: none"> 1. Section I: WRA 2. Section II: Inventory & Analysis 3. 1st Public Meeting 4. Section III: LWRP Policies 5. Section IV: Proposed Land/Water Projects 6. 2nd Public Meeting 7. Section V: Implementation Techniques 8. Section VI: Federal/State Action Affecting 9. Section VII: Local Commitment/Consultation 10. Draft LWRP 11. 3rd Public Meeting 12. Final LWRP 13. MWBE Reporting 14. Status Reports 15. Final Project Summary Report 	<p>N/A</p>
<p>Project Scope & Schedule (cont'd)</p>	<p>Public Engagement is critical for process and will be combined for the CPU and LWRP. Key project milestones include:</p> <ul style="list-style-type: none"> • Fall 2022 – Project kick-off, data collections, public participation plan and project website. • Winter 22/23 – First round of public engagement, comprehensive plan vision and goals, LWRP policies • Spring 2023 – Second round of public engagement, comp plan strategies and recommendations, LWRP proposed projects • Summer 2023 – Third round of public engagement, initiate Draft Comp Plan, and Draft LWRP 	<p>N/A</p>

	<ul style="list-style-type: none"> • Fall 2023 – Public hearing, Draft Comp Plan, and Draft LWRP • Winter 23 – Spring 24 – Final Comp Plan, Final LWRP, Adoption 	
<p>CPU Interactive Work Session</p>	<p>Sarah Starke Hesse (MJ) led an interactive exercise to elicit committee input on key challenges and opportunities in the Village of Hastings-on-Hudson.</p> <p>Committee members offered the following list of challenges facing the Village:</p> <ul style="list-style-type: none"> • Affordability, affordable vs. market-rate housing • Waterfront contamination and ownership • Important to build consensus on values, come to consensus and be more of a positive platform • Increase in severe weather and impact on stormwater infrastructure • Sense of place for downtown, more focused growth and density • Disconnect between Village and Schools • Village has experienced growth and success in proximity to NYC, but need to focus more on Main Street and Village as remote work becomes more common <p>Committee members offered the following list of opportunities in the Village:</p> <ul style="list-style-type: none"> • Waterfront • Rich history and shared values, but important to build consensus on those values • Creative community • Engage groups that aren't typically involved, go out to the community • City Bank & Supermarket have back to Main Street • Include short- and long-term goals • Involve politically active High School students <p>Monthly meetings will alternate in focus between Comprehensive Plan and the LWRP with some overlap.</p> <p>Discussion of building on past planning efforts.</p>	<p>Committee to continue to share thoughts and ideas with MJ Team.</p>

<p>Next Steps</p>	<p>Jaclyn Hakes (MJ) provided an overview of the next steps in the process:</p> <ul style="list-style-type: none"> • Confirm a regular meeting schedule <ul style="list-style-type: none"> ○ 1st Wednesday of Month • MJ to prepare Public Participation Plan • MJ to Prepare Draft Project Website & Branding Materials • Initiate Data Collection & Analysis <p>Discussion of “Urban Dashboard” Land Use planning tool developed by private firm. Firm is seeking projects to showcase their platform. Discussion of applicability for this process.</p> <p>Approval of past meeting minutes moved to next meeting.</p>	<p>Committee Members selected the 1st Wednesday of the month as a regular meeting time.</p> <p>The next CPU & LWRP meeting is scheduled for Wednesday, December 7, 2022 at 7:00 PM</p> <p>MJ to send Calendar Invitation and share materials in advance of next meeting.</p>
<p>Public Comment</p>	<p>There will be a dedicated time for public comment at each CPU & LWRP meeting. The following comments were provided by members of the public present.</p> <p>A member of the Conservation Commission was present and noted they would follow the process and update the Commission on the project.</p> <p>Richard Bass thanked all those in attendance and closed the meeting.</p>	<p>N/A</p>

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:
Sarah Starke Hesse, MJ Engineering and Land Surveying, P.C.
cc: Consultant Team, Comprehensive Plan Update Committee, Village, File

Comprehensive Plan Update & LWRP Committee

Name	Present
Ray Dovell	
Mary Beth Murphy	<input checked="" type="checkbox"/>

Trustee Drake	<input checked="" type="checkbox"/>
Trustee Fleisig	
Chris Thomas	
Dave Gunton	<input checked="" type="checkbox"/>
Edward Kuch	<input checked="" type="checkbox"/>
John Patrick Diggins	<input checked="" type="checkbox"/>
Meg Walker	<input checked="" type="checkbox"/>
Meghann Donahue	<input checked="" type="checkbox"/>
Natalie Barry	<input checked="" type="checkbox"/>
Richard Bass	<input checked="" type="checkbox"/>
Samantha Merton	<input checked="" type="checkbox"/>
Sarah Dupere Ostro	<input checked="" type="checkbox"/>

Town Representatives & Planning Support

Name	Present
Fiona Mathews	<input checked="" type="checkbox"/>

Consultant Team

Name	Affiliation	Present
Jaclyn Hakes, Project Manager	M.J. Engineering	<input checked="" type="checkbox"/>
Sarah Starke Hesse	M.J. Engineering	<input checked="" type="checkbox"/>
Jesse McCaughey	M.J. Engineering	<input checked="" type="checkbox"/>

Members of the Public

- Paul Molinari
- John Castiglione