

# VILLAGE OF HASTINGS-ON-HUDSON

## COMPREHENSIVE PLAN UPDATE & LOCAL WATERFRONT REVITALIZATION PROGRAM

### MEETING SUMMARY

**Purpose:** Comprehensive Plan Update (CPU) and LWRP Committee Meeting #3  
**Date and Time:** January 4, 2023, 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               |
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| <p><b>Welcome &amp; Introductions</b></p> | <p>Ray Dovell, CPU &amp; LWRP 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 &amp; LWRP Committee in attendance:</p> <ul style="list-style-type: none"> <li>• Ray Dovell</li> <li>• Trustee Drake</li> <li>• Trustee Fleisig</li> <li>• Chris Thomas</li> <li>• Dave Gunton</li> <li>• Edward Kuch</li> <li>• John Patrick Diggins</li> <li>• Meg Walker</li> <li>• Meghann Donahue</li> <li>• Natalie Barry</li> <li>• Richard Bass</li> <li>• Samantha Merton</li> <li>• Sarah Dupere Ostro</li> </ul> <p>Additional attendees included:</p> <ul style="list-style-type: none"> <li>• Fiona Matthews, Village Grant Administrator</li> </ul> <p>MJ Engineering and Land Surveying, P.C., the lead consultants assisting the Village with the Comprehensive Plan Update &amp; LWRP process, was represented at the meeting by:</p> | <p style="text-align: center;">N/A</p> |

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|  | <ul style="list-style-type: none"> <li>• Jaclyn Hakes, AICP</li> <li>• Sarah Starke Hesse</li> </ul> <p>Fiona Mathews, Village Grant Administrator, reminded Committee members to submit their volunteer hours. A follow-up email will be sent to Committee members with a link to the online logging system.</p>   |   |
| <b>Approval of Minutes/Meeting Summary</b> | <p>Ray Dovell, CPU/LWRP Committee Chair, initiated the approval of past meeting minutes and summaries.</p> <ul style="list-style-type: none"> <li>• Meeting Summary for December 7, 2022 meeting approved.</li> </ul>   | Meeting Summary for December 7, 2022 meeting approved |
| <b>Project Status Update</b>               | <p>Ray Dovell introduced Sarah Starke Hesse (MJ), who provided an update of the project status.</p> <ul style="list-style-type: none"> <li>• January/February will be a key timeframe for the initiation of public engagement with the first public meeting, online survey and stakeholder discussion.</li> <li>• The Consultant Team is continuing the Inventory and Analysis for the CPU/LWRP</li> </ul> <p>Key project milestones include:</p> <ul style="list-style-type: none"> <li>• Fall 2022 – Project kick-off, data collection, public participation plan and project website.</li> <li>• Winter 22/23 – First round of public engagement, comprehensive plan vision and goals, LWRP policies</li> <li>• Spring 2023 – Second round of public engagement, comp plan strategies and recommendations, LWRP proposed projects</li> <li>• Summer 2023 – Third round of public engagement, initiate Draft Comp Plan, and Draft LWRP</li> <li>• Fall 2023 – Public hearing, Draft Comp Plan, and Draft LWRP</li> <li>• Winter 2023 – Spring 2024 – Final Comp Plan, Final LWRP, Adoption</li> </ul> | N/A   |

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| <p><b>Overview of Existing Conditions</b></p> | <p>Sarah Starke Hesse (MJ) provided an overview of the Existing Conditions Mapping.</p> <p>The existing conditions mapping is completed as part of the Comprehensive Plan (Task 3) and LWRP Section II – Inventory and Analysis.</p> <p>The preliminary draft mapping reviewed included:</p> <ul style="list-style-type: none"> <li>• Study Area Map (WRA boundary)</li> <li>• Existing Zoning</li> <li>• Existing Land Use</li> <li>• Parks &amp; Recreation</li> <li>• Environmental Constraints</li> <li>• Sea Level Rise</li> </ul> <p>Highlights of the discussion included:</p> <ul style="list-style-type: none"> <li>• The Village encompasses roughly 1,440 acres.</li> <li>• Major waterways include the Hudson River and Saw Mill River.</li> <li>• There are 18 Zoning districts present within the Village, the majority of which are Single Family Residential Zones.</li> <li>• The Land Use Map shows that approximately 35% of the land area is Low-density (single family) residential.</li> <li>• The Parks &amp; Recreation map illustrates approximately 175 acres of park land, and 9 miles of trails within the Village.</li> <li>• Approximately 37% of the topographic slopes within the Village are greater than a 15% grade.</li> <li>• Flood Zones and Known Wetlands account for approximately 17% and 6% of the Village, respectively.</li> <li>• Sea Level Rise projection mapping shows that approximately 3% of the Village may be inundated at 6 feet of Sea Level Rise.</li> </ul> <p>Committee discussion about Sea Level Rise (SLR) mapping and its effect on erosion, shoreline plant life and existing bulkheads.</p> <p>Discussion of railroad proximity to inundation.</p> <p>Once reviewed by the Committee, these maps will be shared with the public during the first Public Workshop.</p> | <p>MJ to share mapping with Committee</p> |
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| <p><b>Public Engagement Update</b></p>                  | <p>Sarah Starke Hesse (MJ) provided an update on Public Engagement.</p> <p>The first Public Workshop will be scheduled toward the end of January 2023.</p> <p>The workshop will be held virtually via Zoom to gain the most community participation.</p> <p>The workshop will include an overview of the Comprehensive Plan Update and LWRP process, present the existing conditions mapping, and include a visioning, needs &amp; opportunity exercise.</p> <p>The virtual event will include a series of interactive polling to keep the public engaged throughout the event. The session will be recorded and available on the project website following the event.</p> <p>The consultant team is preparing publicity materials including a project website, press release and event flyers. The Committee will share these materials with their networks and through social media to help get the word out about the event.</p> <p>Committee discussion of publicity methods such as having an article or ad in the Enterprise.</p> <p>In addition, an online community survey will be launched in the January/February timeframe.</p> <p>Discussion of having a separate survey or engagement activity that is geared toward students. This will be explored later in the process.</p> | <p>MJ to prepare project website and publicity materials for the first Public Workshop.</p> <p>Committee to help advertise Public Workshop with their networks and through social media.</p> |
| <p><b>Subcommittee Roles &amp; Responsibilities</b></p> | <p>Jaclyn Hakes (MJ) provided an overview of the role and tasks for the Committee and potential subcommittees during the planning process.</p> <p>Active participation from Committee is critical for a successful planning process:</p> <ul style="list-style-type: none"> <li>• Review Materials</li> <li>• Provide Insight &amp; Direction</li> <li>• Sub-Committees</li> <li>• Project Ambassadors</li> </ul> <p>A discussion of Committee roles and tasks will be included in each subsequent meeting.</p>   |  |

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| <p><b>Subcommittee Roles &amp; Responsibilities (cont'd)</b></p> | <p>Throughout the process, there will be opportunities for Subcommittee review including:</p> <ul style="list-style-type: none"> <li>• Review specific sections of the CPU and LWRP once drafted</li> <li>• Review LWRP Proposed Land &amp; Water Projects</li> </ul> <p>Consultant team is preparing a matrix that identifies the overlap between sections in the Comprehensive Plan and sections in the LWRP. Further in the process, Committee members can form subcommittees to focus on the review of specific elements of each plan.</p> <p>The matrix will also identify potential organizational changes for the comprehensive plan such as:</p> <ul style="list-style-type: none"> <li>• Large Tracts to Opportunity Areas</li> <li>• Circulation to Mobility</li> <li>• Quality of Life to Placemaking</li> </ul> <p>Discussion of upcoming Committee tasks:</p> <ol style="list-style-type: none"> <li>1. Public Engagement Assistance       <ol style="list-style-type: none"> <li>a. Committee to provide input on draft Stakeholder List</li> <li>b. Committee to help promote the upcoming Public Workshop and Online Survey</li> </ol> </li> <li>2. Review Draft Existing Conditions Mapping</li> <li>3. Fill out Audit form for the current Comprehensive Plan       <ol style="list-style-type: none"> <li>a. Take existing review effort and share input on provided form:           <ol style="list-style-type: none"> <li>i. What is missing/gaps in info and actions?</li> <li>ii. What is no longer relevant?</li> </ol> </li> <li>b. Identify potential Climate Smart Community actions that may be applicable</li> </ol> </li> </ol> <p>The Subcommittees that reviewed the current comprehensive plan consist of 1-2 members of the Committee. Discussion to expand these groups if needed.</p> <p>MJ to provide materials for Committee review, including the audit form via OneDrive link.</p> | <p>MJ to provide materials for Committee review, including the audit form via OneDrive link.</p> <p>Committee to review materials and provide feedback via email.</p> |
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**Committee Discussion**

Jaclyn Hakes (MJ) led a discussion on the Community Vision.

The 2011 Comprehensive Plan did not specify a vision, but identified three key issues:

- Economic Development
- Environmental Sustainability
- Preservation of Community Character

A vision statement should be considered for the Comprehensive Plan Update:

- A vision statement establishes the direction of the community over the next five to ten years.
- It forms the basis for the comprehensive plan.
- All subsequent recommendations aim to achieve the established vision.
- Uses present tense (as if you are 10 years in the future).

The statement can address:

- Common values of a community
- Qualities, resources are assets that make a community unique or describe its identity
- Attributes people like and want to be sure to keep or want to change about their community
- Preferred future for each subject area of the community

Discussion with committee members on what elements/values should be highlighted in a Community Vision. Highlights of the discussion included:

- Community Character – including diversity and affordability
- “Fostering” vs “preservation of”
- Community Character difficult to define, could be ambiguous
- Tradeoff of affordability and concentration/ type of housing
- Walkability
- Ballance between keeping Hastings “preserved” and current economics, climate change
- Vibrancy of Downtown
- Arts & music
- Creativity
- Diverse
- Economic and housing equity
- Job opportunities

Committee to identify ideas for Community Vision in Comprehensive Plan Audit Form

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|  | <ul style="list-style-type: none"> <li>• Balance character with meeting community’s needs</li> <li>• Balance of development and areas of focused growth</li> <li>• Think holistically about environmental sustainability</li> <li>• Adaptation</li> <li>• Climate resilience</li> <li>• Equity</li> <li>• Biking</li> <li>• Charm</li> <li>• Diversity of housing types</li> </ul> <p>Discussion of infill development, focused growth, current accessory dwelling unity (ADU) policy.</p> <p>Discussion of infrastructure such as stormwater, key to environmental sustainability.</p> <p>Committee to identify any additional ideas for the Community Vision within the Comprehensive Plan Audit Form.</p> <p>Jaclyn Hakes provided an overview of comprehensive planning goals &amp; objectives.</p> <ul style="list-style-type: none"> <li>• Goals (guiding principles) assist in achieving the community vision and are detailed, attainable and action – oriented</li> <li>• Objectives are the specific action items to achieve these goals (recommendations)</li> </ul> <p>The 2011 Comprehensive Plan identified goals based on the three key issues – Economic Development, Environmental Sustainability, and Community Character.</p> <p>The 2011 Plan identified objectives (or recommendations) by subject areas such as: Downtown, Large Tracts, Circulation, Environmental Sustainability, Infrastructure and Quality of Life.</p> <p>Discussion of using “Guiding Principles” as the terminology for goals in the Comprehensive plan Update. Consensus to use the terminology “Goals”.</p> | <p>Committee to identify ideas for Community Vision in Comprehensive Plan Audit Form</p> |
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| <b>Next Steps</b>     | <p>Jaclyn Hakes (MJ) provided an overview of the next steps in the process:</p> <ul style="list-style-type: none"> <li>• The next CPU &amp; LWRP meeting is scheduled for Wednesday, February 1, 2023 at 7:00 PM</li> <li>• Committee to review and provide feedback: <ul style="list-style-type: none"> <li>○ Stakeholder List</li> <li>○ Draft Public Participation Plan</li> <li>○ Existing Conditions Mapping</li> <li>○ Comprehensive Plan Audit Form</li> </ul> </li> <li>• MJ to Continue Data Collection &amp; Analysis</li> <li>• MJ to work with Village to schedule Public Workshop #1 and prepare publicity materials.</li> </ul> | <p>The next CPU &amp; LWRP meeting is scheduled for Wednesday, February 1, 2023 at 7:00 PM</p> <p>MJ to share materials in advance of next meeting.</p> |
| <b>Public Comment</b> | <p>There will be a dedicated time for public comment at each CPU &amp; LWRP meeting. No members of the public in attendance wished to comment.</p> <p>Ray Dovell thanked all those in attendance and closed the meeting.</p>  | N/A   |

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       | <input checked="" type="checkbox"/> |
| Mary Beth Murphy |                                     |
| Trustee Drake    | <input checked="" type="checkbox"/> |
| Trustee Fleisig  | <input checked="" type="checkbox"/> |
| Chris Thomas     | <input checked="" type="checkbox"/> |

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| 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"/> |

## Village Representatives & Planning Support

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

## State Representatives

| Name        | Present |
|-------------|---------|
| Joshua Hunn |         |

## Consultant Team

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

## Members of the Public