

# VILLAGE OF HASTINGS-ON-HUDSON

## COMPREHENSIVE PLAN UPDATE & LOCAL WATERFRONT REVITALIZATION PROGRAM

### MEETING SUMMARY

**Purpose:** Comprehensive Plan Update (CPU) and LWRP Committee Meeting #2  
**Date and Time:** December 7, 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
<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>• Mary Beth Murphy</li> <li>• Trustee Drake</li> <li>• Trustee Fleisig</li> <li>• Dave Gunton</li> <li>• Meg Walker</li> <li>• Natalie Barry</li> <li>• Samantha Merton</li> <li>• Sarah Dupere Ostro</li> </ul> <p>Additional attendees included:</p> <ul style="list-style-type: none"> <li>• Joshua Hunn, Department of State Representative (Participating Virtually)</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> <ul style="list-style-type: none"> <li>• Jaclyn Hakes, AICP</li> <li>• Sarah Starke Hesse</li> </ul>	<p style="text-align: center;">N/A</p>

<p><b>Approval of Minutes/Meeting Summary</b></p>	<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 Minutes for October 12, 2022 meeting approved.</li> <li>• Meeting Summary for November 9, 2022 meeting approved.</li> </ul>	<p>Meeting Minutes for October 12, 2022 meeting approved</p> <p>Meeting Summary for November 9, 2022 meeting approved</p>
<p><b>Project Status Update</b></p>	<p>Ray Dovell introduced Jaclyn Hakes (MJ), who provided an update of the project status.</p> <ul style="list-style-type: none"> <li>• The Consultant Team has begun the Inventory and Analysis for the CPU/LWRP</li> <li>• A Draft Public Engagement Plan is being prepared and will be shared with the Committee following review by the Village and Chair.</li> <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> </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>	<p>N/A</p>

<p><b>Overview of LWRP Waterfront Revitalization Area Boundary</b></p>	<p>Ray Dovell noted that there is a slight change in the order of the agenda. The committee will talk through the Overview of the Waterfront Revitalization Boundary and Discussion before discussing the Public Engagement Plan.</p> <p>Jaclyn Hakes (MJ) provided an overview of the Waterfront Revitalization Area.</p> <p>The Waterfront Revitalization Area (WRA) for coastal communities is, by default, the area within the municipality that falls between the NYS Coastal Area Boundary (the upland boundary) and the municipal boundary (the waterside boundary).</p> <p>The NYS Coastal Boundary was established as part of the State Coastal Management Program in 1982</p> <p>The waterside WRA boundary is typically the municipal boundary.</p> <p>The Harbor Management Plan (HMP), one component of the LWRP, can establish a “Harbor Management Area” boundary. The HMA can identify a waterside boundary that is 1,500 feet from the mean high-water line of the waterfront (Hudson River). For the Village of Hastings, this would extend further than the municipal boundary. The boundary for the HMP will be discussed further in the LWRP process.</p> <p>The benefits of being included within the WRA boundary allows for funding opportunities for projects proposed within this area. Actions within the WRA may be subject to a Local Waterfront Consistency Review Law, which will be an outcome of the LWRP effort.</p> <p>A municipality may determine a different boundary through the LWRP process. Changes to the boundary require written justification (included in LWRP Section I), as well as DOS approval.</p> <p>The 2007 Draft LWRP identified a WRA boundary that included the entire Village. However, as the plan was not formally adopted, the draft boundary is not regulatory. The official NYS Coastal Boundary was not amended.</p> <p>Determining the upland boundary of the WRA should consider the following criteria:</p> <ul style="list-style-type: none"> <li>• Areas that affect/ are affected by waterfront issues</li> </ul>	<p>N/A</p>
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<p><b>Overview of LWRP Waterfront Revitalization Area Boundary (cont'd)</b></p>	<ul style="list-style-type: none"> <li>• Natural/cultural resources with a relationship to the waterfront</li> <li>• Areas necessary for the achievement of policies in the LWRP</li> <li>• Follow recognizable natural or cultural features</li> <li>• Reflect a nexus between activities occurring in the upland portion of the WRA and the waterway</li> </ul>	<p>N/A</p>
<p><b>Discussion of LWRP Waterfront Revitalization Area Boundary</b></p>	<p>Ray Dovell and Jaclyn Hakes (MJ) led a Committee discussion on the modification of the WRA boundary.</p> <p>Discussion of timeframe involved to expand boundary. That can occur as part of the LWRP process and would not affect the grant process.</p> <p>Discussion of why current coastal boundary set back from Saw Mill River. This may be due to a natural drainage demarcation. The Inventory and Analysis section of the LWRP will include a discussion of drainage and watersheds.</p> <p>General desire of Village to include full Village boundary with the WRA. This would expand the boundary east to the Saw Mill River. The Saw Mill River is a designated inland coastal waterway and a tributary to the Hudson.</p> <p>Discussion of other tools for the protection of inland coastal waterways outside the LWRP. This can include land use and zoning regulations such as buffers.</p> <p>Village areas adjacent to the Saw Mill River experience major flooding. The waterway can also be impacted by nearby development. The waterway should be included within the WRA.</p> <p>Inclusion of entire Village would be simpler from a regulatory and funding perspective. This approach is consistent with other river communities such as Dobbs Ferry and Sleepy Hollow who also include their entire Villages within the WRA.</p> <p>MJ/DOS to provide guidance to Committee on WRA and Coastal Policies. Discussion of advantages and disadvantages of inclusion within the WRA.</p> <p>Key advantage is that potential projects identified within the WRA may be eligible for future funding.</p> <p>A key disadvantage is activities within the WRA may be subject to an additional level of regulatory review through</p>	<p>Committee consensus to include entire Village as the WRA boundary.</p>

<p><b>Discussion of LWRP Waterfront Revitalization Area Boundary (cont'd)</b></p>	<p>the local consistency review law, which will be drafted further into the LWRP process.</p> <p>Discussion of waterside boundary of WRA. Typically, waterside boundary is municipal boundary. However, the consultants will dig deeper into the precise location of the municipal boundary during the Inventory &amp; Analysis, utilizing Village Charter and archival search.</p> <p>Discussion of timing for the decision on the WRA boundary. Draft WRA boundary would need to be confirmed prior to the second public engagement activity.</p> <p><b>Committee consensus to include entire Village as the WRA boundary.</b> This can be amended at a later date if necessary.</p>	<p>Committee consensus to include entire Village as the WRA boundary.</p>
<p><b>Discussion of Public Participation Plan</b></p>	<p>Sarah Starke Hesse (MJ) provided an overview of the Public Participation Plan.</p> <p>The Draft Plan is a strategy to gather public input through a wide variety of methods throughout the planning process. The plan establishes a communication channel between the Public, Village, Committee and Project Team.</p> <p>The plan outlines a preliminary schedule, potential publicity methods and an overview of activities planned throughout the process including:</p> <ul style="list-style-type: none"> <li>• Project Website/Social Media Outreach</li> <li>• Stakeholder Group Meetings (6)</li> <li>• Online Community Survey</li> <li>• Public Workshops (4), including Committee Public Hearing</li> <li>• Pop – Up Stations</li> </ul> <p>The first major public engagement push will be in the January/February timeframe and will include a project website, public workshop, community survey and stakeholder group meetings.</p> <p>The project website is being prepared by MJ and will be separate from the Village website. The website will include an overview of the project, past meeting materials, public engagement information and draft Comp Plan and LWRP mapping and documents. The website will also include a contact form for community members to leave comments and sign up to receive future updates. Comments from the public will be shared with the committee monthly.</p>	<p>MJ to revise Public Engagement Plan based on Committee input and share with Committee.</p> <p>MJ to prepare draft Stakeholder list for Committee input.</p>

<p><b>Discussion of Public Participation Plan (cont'd)</b></p>	<p>The first public engagement event will provide and overview of the Comp Plan and LWRP processes, introduce inventory mapping and the WRA boundary. The event will also include a Vision, Needs and Opportunities exercise as well as interactive polling. The event could be held virtually or in person.</p> <p>Committee discussion of publicity methods and other suggestions to inform community of upcoming events:</p> <ul style="list-style-type: none"> <li>• Farmers Market (every two weeks)</li> <li>• Senior meetings</li> <li>• High School</li> <li>• Spanish language translation for latino population</li> <li>• Churches and synagogues</li> <li>• Historical society</li> <li>• Food pantry distribution</li> <li>• Flyers where kids are</li> <li>• Consider both in-person and virtual, perhaps with food/snacks</li> <li>• Target both residents and other village users</li> <li>• Encourage participation from those that don't typically speak up</li> <li>• Important to understand community values and priorities such as equity, sustainability, etc.</li> <li>• Consider a student survey</li> <li>• School could be resource for distribution</li> </ul> <p>An Online Community Survey would be prepared through Survey Monkey and launched during the first public engagement event. A press release, survey flyers and survey cards would be prepared. The purpose of the survey is to understand the community needs, vision and priorities for the waterfront and community. The survey would also include an opportunity for community members to provide photos of the Village such as their favorite views.</p> <p>Finally, Stakeholder group meetings would be scheduled in the January/February time frame. These small group discussions are based around key topic areas. The intention is to hold these meetings virtually to obtain the most participation. Suggested Stakeholder groups include:</p> <ul style="list-style-type: none"> <li>• Local &amp; Regional Partners</li> <li>• Planning, Zoning and Land Use</li> <li>• Business &amp; Economic Development</li> <li>• Sustainability, Open Space &amp; Recreation</li> <li>• Infrastructure &amp; Transportation</li> </ul>	<p>MJ to revise Public Engagement Plan based on Committee input and share with Committee.</p> <p>MJ to prepare draft Stakeholder list for Committee input.</p>
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<p><b>Discussion of Public Participation Plan (cont'd)</b></p>	<ul style="list-style-type: none"> <li>• Arts, History, and Community Organizations</li> </ul> <p>Committee discussion of potential stakeholder groups.</p> <ul style="list-style-type: none"> <li>• Include Education</li> <li>• Include youth advocates</li> <li>• Fire, Police and EMT</li> <li>• Downtown advocates for businesses</li> </ul> <p>MJ to revise Public Engagement Plan based on Committee input and share with Committee.</p> <p>MJ to prepare draft Stakeholder list for Committee input.</p>	<p>MJ to revise Public Engagement Plan based on Committee input and share with Committee.</p> <p>MJ to prepare draft Stakeholder list for Committee input.</p>
<p><b>Next Steps</b></p>	<p>Jaelyn 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, January 4, 2023 at 7:00 PM <ul style="list-style-type: none"> <li>○ Overview of Existing Conditions</li> <li>○ Comp Plan Vision &amp; Goals</li> </ul> </li> <li>• MJ to Finalize Public Participation Plan</li> <li>• MJ to Draft Project Website</li> <li>• MJ to Continue Data Collection &amp; Analysis</li> <li>• MJ to Prepare Stakeholders List</li> </ul> <p>Committee to review chapters of the Comp Plan that have previously been analyzed and come prepared to share their thoughts at the next meeting.</p>	<p>The next CPU &amp; LWRP meeting is scheduled for Wednesday, January 4, 2023 at 7:00 PM</p> <p>MJ to share materials in advance of next meeting.</p>
<p><b>Public Comment</b></p>	<p>There will be a dedicated time for public comment at each CPU &amp; LWRP meeting. The following comments were provided by members of the public present.</p> <p>David Skolnik provided input and suggested the committee members utilize the microphones more so they can be better heard by the public/on the recording. Indicated concern of public engagement activities happening very quickly. Interested to know how much material will be available on the website for the public to review. Suggested a longer delay between the website launch and first public meeting. Has additional notes to provide to Mary Beth.</p> <p>Ray Dovell 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	<input checked="" type="checkbox"/>
Mary Beth Murphy	<input checked="" type="checkbox"/>
Trustee Drake	<input checked="" type="checkbox"/>
Trustee Fleisig	<input checked="" type="checkbox"/>
Chris Thomas	
Dave Gunton	<input checked="" type="checkbox"/>
Edward Kuch	
John Patrick Diggins	
Meg Walker	<input checked="" type="checkbox"/>
Meghann Donahue	
Natalie Barry	<input checked="" type="checkbox"/>
Richard Bass	
Samantha Merton	<input checked="" type="checkbox"/>
Sarah Dupere Ostro	<input checked="" type="checkbox"/>

## Village Representatives & Planning Support

Name	Present
Fiona Mathews	

## State Representatives

Name	Present
Joshua Hunn	<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	

## Members of the Public

- David Skolnik