



QUARTERLY UPDATE

PRESENTED BY:
THE COMPREHENSIVE PLAN STEERING COMMITTEE

MARCH 2023



THANK YOU!

- Community members - for participating in the first round of meetings
- Community Outreach Teams
- Steering Committee
- Planning Board, Zoning Board, ACARC Chairs
- NPV team
- Town Board liaisons

OUTLINE FOR TONIGHT'S UPDATE

1. Quick review of project phases, timeline & getting involved
2. Round 1 meeting series: Participation & comparative statistics
3. Overview of community outreach & advertising methods
4. Recommendation for round 2 meeting series format



PROJECT REFRESHER

PROJECT PHASES, TIMELINE & GETTING INVOLVED

COMPREHENSIVE PLAN STEERING COMMITTEE MISSION STATEMENT

- Engage the Lewisboro community in order to inform the future of our town and capture this vision in an updated Comprehensive Plan.
- Ensure fair and equal opportunities for all members of the community to provide input throughout the multi-year process.

COMMITTEE & BOARD ROLES

- STEERING COMMITTEE
 - Manages the multi-year process, ensures public input is provided directly to the consultant team and is as inclusive and wide-reaching as possible
- CONSULTANT TEAM
 - Translates public input into actionable goals, objectives and recommendations
 - Drafts the updated Comprehensive Plan and Zoning amendments
- TOWN BOARD
 - Votes to approve the updated Comprehensive Plan

Project timeline

Introductory Phase

- Community launch survey
- Consultant search & hire
- Consultant preliminary review
- Community participation survey

COMPLETE

Community Engagement Phase

- Community Outreach Team formation
- Meeting Series 1
- Draft vision, goals & objectives
- Meeting Series 2 - workshops focused on Town & Hamlets

WE ARE HERE

Plan Update Phase

- Consultant drafts plan
- Community input on draft
- Meeting Series 3 - Public hearings on proposed plan & proposed zoning amendments
- Town Board adopts updated plan

LATE 2023*

*Timeline subject to change

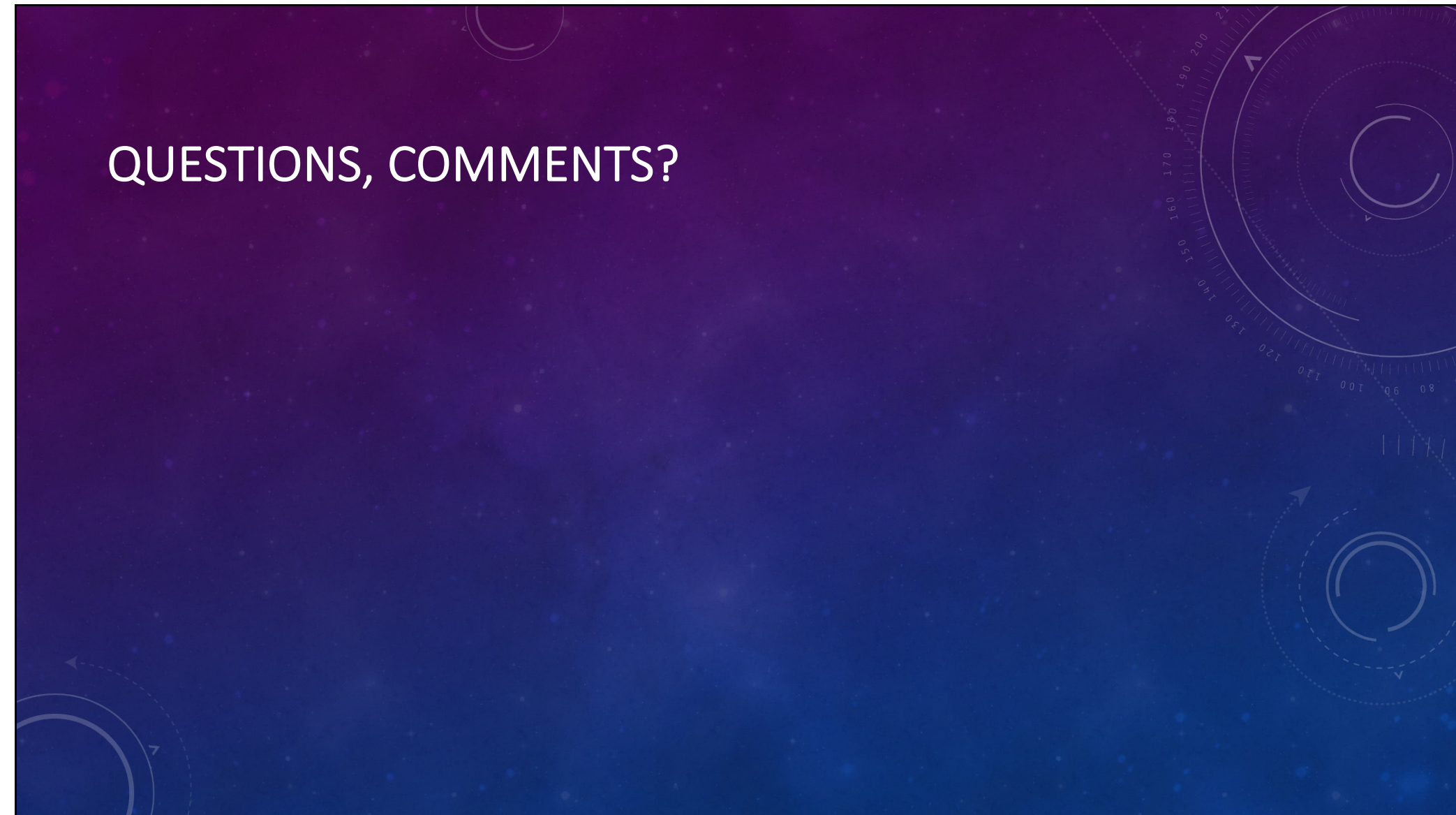
How can you get involved?

Community Engagement Phase

- Visit our webpage
- Send us an email to join our mailing list
- Send us an email to join a Community Outreach Team
- Participate in the public meetings or surveys

steering@planlewisboro.com
www.lewisborogov.com/cmpsc

QUESTIONS, COMMENTS?





ROUND 1 MEETINGS

PARTICIPATION & COMPARATIVE STATISTICS

TOTAL PARTICIPATION IN COMPREHENSIVE PLAN PROJECT PROCESS (PROVIDED BY NPV)

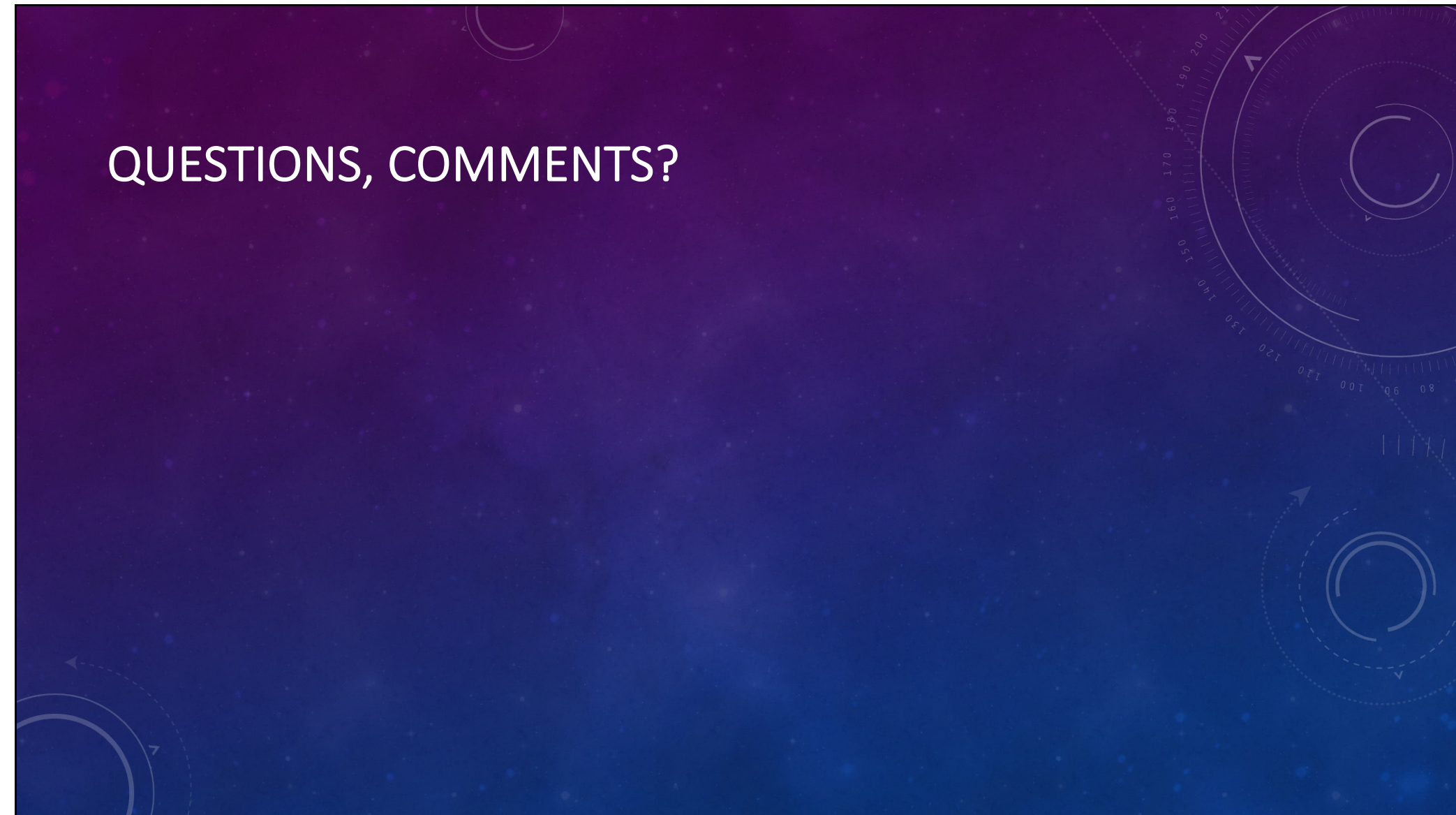
Community	Total Population	Total Participation	Percent of Total Population
Ossining	5,626	535	9.5%
Chestnut Ridge	10,505	774	7.3%
Carmel	33,737	1,293	3.8%
Montgomery	23,332	740	3.1%
Lewisboro (To-date)	12,265	353	2.8%
Haverstraw	12,323	323	2.6%
Poughkeepsie	45,471	830	1.8%

ATTENDANCE BREAK DOWN – ROUND 1

~ 353 TOTAL

- Virtual meetings
 - Monday evening
 - 80 signed up
 - 35 attended
 - Thursday evening
 - 60 signed up
 - 35 attended
- In-person workshop
 - Saturday morning
 - 122 attended
- Virtual survey
 - 161 responded

QUESTIONS, COMMENTS?





OVERVIEW

COMMUNITY OUTREACH & ADVERTISING METHODS

PARTICIPATION SURVEY: SEPTEMBER - OCTOBER 2022

Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media

Additional Methods:

- Town-wide postcard mailer (*English & Spanish*)
- Fliers posted in each Hamlet (*English & Spanish*)
- Library Fair
- Trunk or Treat
- New Neighbor Event

FORMATION OF COMMUNITY OUTREACH TEAMS: NOVEMBER – DECEMBER 2022

Community Outreach Teams
• Cross River Hamlet Team
• Goldens Bridge Hamlet Team
• Lewisboro/Vista Hamlet Team
• South Salem Hamlet Team
• Waccabuc Hamlet Team
• Lakes Team
• Spanish Language Team
• Chinese Language Team

- Cross River Hamlet Team
- Goldens Bridge Hamlet Team
- Lewisboro/Vista Hamlet Team
- South Salem Hamlet Team
- Waccabuc Hamlet Team
- Lakes Team
- Spanish Language Team
- Chinese Language Team

ADVERTISING PHASE 1: UPCOMING MEETINGS - SAVE THE DATE DECEMBER 2022

Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media

Additional Methods:

- Constant Contact mailing list (*675 addresses*)
- Virtual fliers via Community Outreach Teams – email, social media (*English, Spanish, Chinese*)

ADVERTISING PHASE 2: FIRST ROUND OF PUBLIC MEETINGS

JANUARY - FEBRUARY 2023

Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media

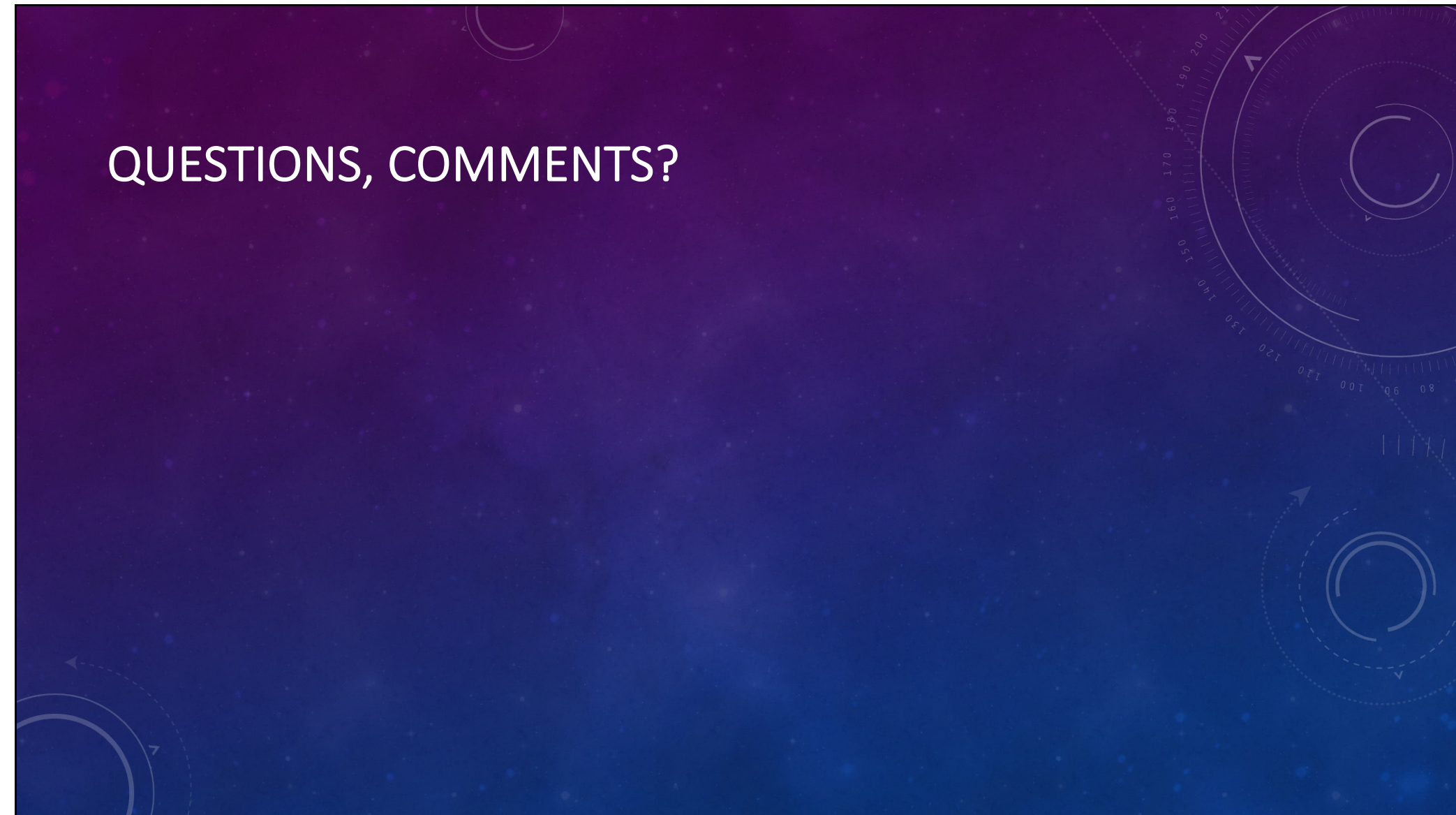
Additional Methods:

- Constant Contact mailing list
- Town Cable Channel
- Virtual fliers via Community Outreach Teams
- Fliers posted in each Hamlet via Outreach Teams (*English, Spanish, Chinese*)
- Emails to KLSD PTOs & business owners

FUTURE ADVERTISING: REQUESTS FOR TOWN BOARD INVOLVEMENT

- Notify Lewisboro text/phone call system
- Reorganize Steering Committee webpage
- Connection to School District
- Liaison to Parks & Recreation
- Liaison to Fire Houses

QUESTIONS, COMMENTS?





RECOMMENDATION ROUND 2 MEETING SERIES FORMAT

CONSIDERATIONS & OVERVIEW

Considerations

- Keep project on budget
- Based on attendance/participation patterns from round 1
- Based on collaborative discussion from February 23 Steering Committee meeting

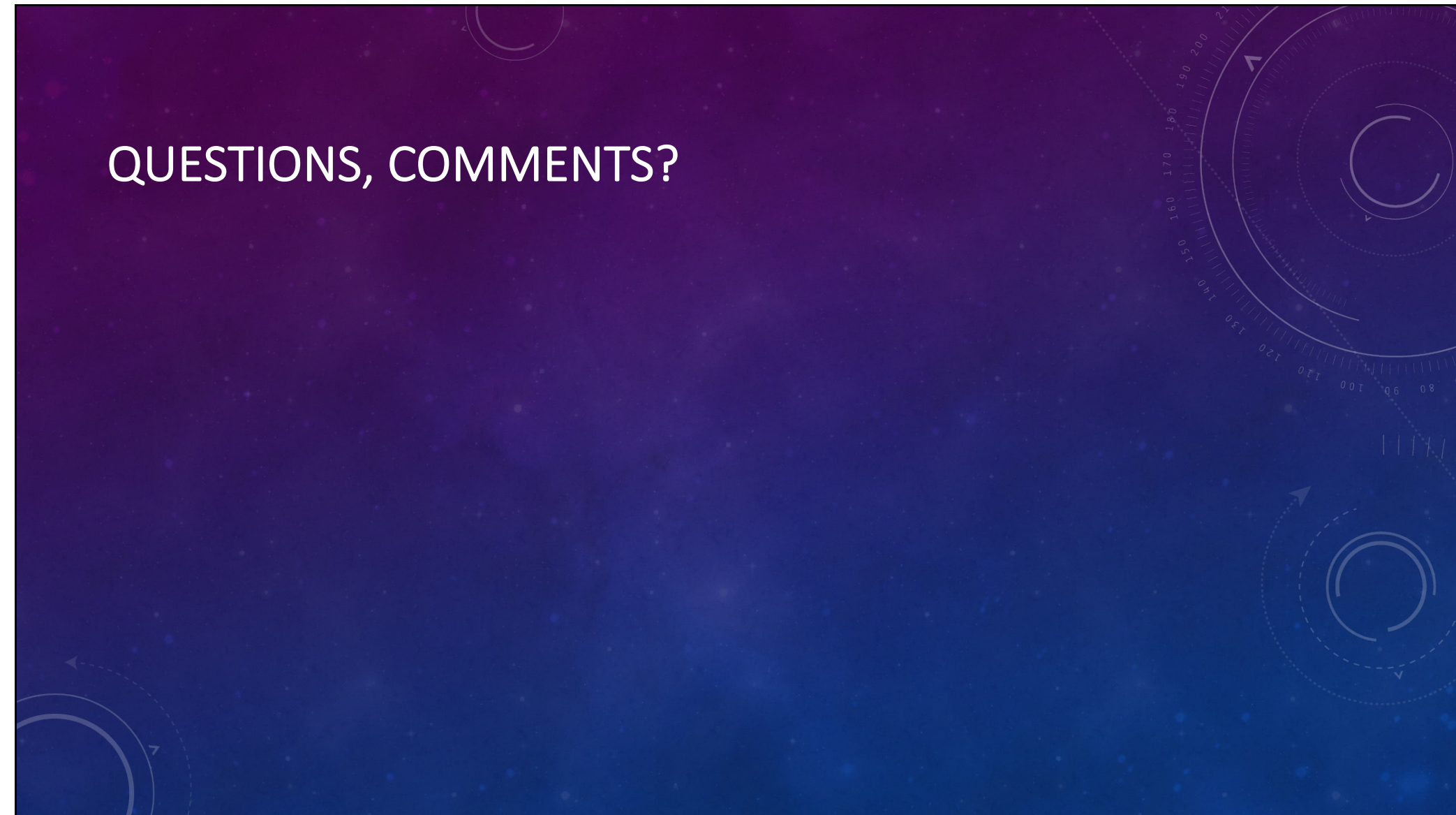
Overview

- Series of 6 in-person Hamlet workshops on Saturdays (childcare)
- 1 town-wide, in-person workshop on Sunday evening (translators)
- Virtual survey open during the full period
- All covering the same content

ROUND 2 IN-PERSON WORKSHOPS – MAY & JUNE 2023

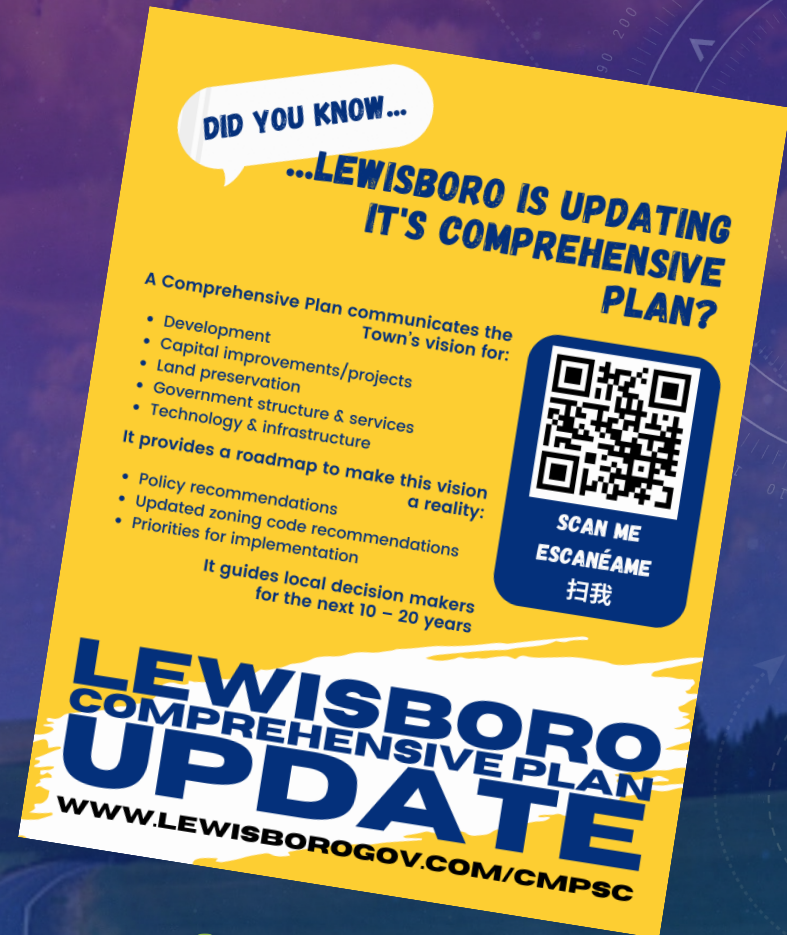
Saturday 1	Goldens Bridge & Cross River	10:30 am – 12:30pm and 2:00pm – 4:00pm <i>Childcare available</i>
Saturday 2	South Salem & Waccabuc	
Saturday 3	Lewisboro & Vista	
Sunday	Town-wide	6:30pm – 8:30pm or 7:00pm – 9:00pm <i>Translators available</i>
Full period	Virtual survey	<i>Translation available</i>

QUESTIONS, COMMENTS?



NEXT STEPS

MARCH “DID YOU KNOW?”
CAMPAIGN



www.lewisborogov.com/cmpsc