January 24, 2022 – Comprehensive Plan Steering Committee Quarterly Update

My name is Larry Mango

Member of the Comprehensive and Master Plan Steering Committee (“Steering Committee” or the “Committee”)

Filling in for Katherine McGinn, Chair

Other Members:

Charlene Indelicato

Mark Robbins

John Wolff

Ciorsdan Conran, Administrator for the Committee

Our previous quarterly updates to the Town Board were Jul 26, 2021 and October 25, 2021. If anyone is interested in catching up on that content, the updates are detailed in the Town Board meeting minutes from those dates.

Also, our page on the Lewisboro website is full of great resources, including a working project timeline, educational resources and more.

Thank you to Dan Welsh for his work as the Committee's previous liaison. And welcome to Andrea Rendo, we’re happy to have you on board as our new liaison going forward.

In the time I have, I would like to update the Town Board of the Committee’s

* Work since last update

* Reminder of Project Outline, &

* Near term next steps.

* Finally,  - Questions.

If that is agreeable, I can get started with the update from the Steering Committee.

**WORK SINCE LAST BOARD UPDATE - See slide deck**

Additional notes for slides:

* We issued the RFP in September, after gathering feedback from the Town Board, Town Attorney, Town Planner, Planning Board, Zoning Board of Appeals, Architecture & Community Appearance Review Council.
* We received responses in November and began the due diligence process. Currently we are undergoing interviews. We expect to make a recommendation and provide supporting documentation to the Town Board in March.
* We also closed our survey in November.
* We also hosted a public info session featuring Lewisboro Census results, presented by Norma Drummond, Commissioner of the Westchester County Department of Planning - link to YouTube recording and copies of all reference materials available on our webpage

**Possible budget, Slide 4**

Important to note that Consultant costs range widely based on scope, Town and project size, zoning, etc.

Typical NYS plans can cost between $100,000 - $250,000 but range widely.

The Steering Committee applied for NY State Consolidated Funding Grant ($40K) over the summer. Application was denied, follow up interview with NYS for feedback, will apply again this year.

We are also planning on applying for Hudson River Valley Greenway Community Grants this spring ($20K).

One of the questions we are asking consultants during interviews - how can they help guide us in finding additional funding? Of course, grant funding is always uncertain, so the Town cannot count on grants in moving forward with the project.

**PROJECT OUTLINE - See slide deck**

General talking points, slide deck highlights how the community can get involved

* Three phases:
	+ **Introductory,**
	+ **Community Engagement and**
	+ **Plan Update.**
* Currently: **INTRODUCTORY PHASE.**
* NEXT PHASE: **COMMUNITY INVOLVEMENT PHASE.**
	+ After Spring 2022, once a consultant is engaged.
	+ Significant community outreach and engagement to fully investigate community issues and opportunities.
	+ Consultant along with the Committee, facilitates community involvement; community events & interviews,
		- formation of subcommittees,
		- community vision statement.
	+ Fair & equal opportunities for all community members to get involved.
	+ Sessions with consultant & Town Board, Planning Board, ZBA and each of the Town Councils & Committees. We’ve been in touch with the Chairs to alert them that this will be an early and important step.
* Finally, **THE PLAN UPDATE PHASE.**
	+ We expect this will take place late in 2022 or into 2023.
	+ Timeline can change.
	+ As Comp Plan update takes shape: public hearings / additional input.
	+ Any updated Comp Plan will be a “DRAFT” and would only be a recommendation to the Town Board.
	+ Town Board approves (or not).
* Ongoing activities:
	+ Quarterly updates to Town Board (like this one)
	+ Regular meetings broadcast via YouTube
	+ CMPSC page on the Town website - resources, survey link, project information, meeting minutes and agendas.

**NEAR TERM NEXT STEPS**

* We expect to complete our due diligence for a project consultant team, make a recommendation and provide supporting documentation to the Town Board in March.
* At that point we will be on standby for any assistance as the Board begins your decision-making process.
* We will continue to analyze the initial survey results and prepare to make them publicly available.

**QUESTIONS?**