

Notes from

May 18, 2016

Comprehensive Plan Update Committee

Present: Joann Rogers, Dave Parson, Donna Beretta, Justin Steinbach, Kris Monzel, Cat Cohen, Sandra Riker

Excused: Ron and Liz Smith, Carla Jordan

Also Present: Bob Green

Kris advised the group that there are 3 stages to our process:

1. Preliminary Planning-

- a. We should hold a SWOT-“Strength, Weakness, Opportunities, and Threats” to evaluate these four elements as part of our project to review and update our current Comprehensive Plan. We could invite the Town Board, Planning Board, ZBA, and other Departments of the Town Government to join us to provide their information as well. It would be good to do this 2 or 3 times during the entire process to help our group stay on track, perhaps every 6 months.
- b. Our Group to provide a mission statement-or do we keep the current one in place:
  - i. “Preserve and encourage a clean, naturally beautiful, rural environment with carefully planned commercial development, aesthetically pleasing, controlled residential growth, and increase recreational opportunities, while encouraging the preservation of agricultural lands.”
- c. Take our ideas to the Community:
  - i. by way of a survey, or kick off meeting
  - ii. Have a booth at Fun Day on June 12<sup>th</sup> with a simple question and provide a place for them to provide their comments
  - iii. Evaluate the responses and do a more in depth survey to be provided via:
    1. Survey Monkey for the more technology oriented people or by
    2. Paper submission at the town hall, and library
- d. Collect and review GIS data and information
  - i. Donna & Sandy picked up materials from the Genesee Finger Lakes Regional Council
    1. “Genesee-Finger Lakes Regional Atlas”
    2. “Resources through local controls and Practices-an assessment manual for NY municipalities”
    3. “Finger Lakes Region Sustainability Plan-Executive Summary May 2013”
      - a. The more in depth version of this is available online
    4. We were advised by Dave Zorn and Greg Albert that we could call them anytime for further help or data.
- e. Compile a list of assets in the Town
- f. Kick Off Meeting-with the Community-it was suggested this should be sooner than later
  - i. Providing the Community an opportunity to add their input as to what should be included in the comprehensive plan
  - ii. The same steps could be utilized as suggested above for the question at the Fun Day Event

g. Content Analysis to help identify the big ideas suggested

2. Primary Planning

- a. Look at the topical issues addressed in the current plan
- b. Review the data in the old plan
- c. Have guest speakers with regard to the topical ideas
- d. Utilize BaseCamp and FocusGroupIt to communicate among the committee members
- e. Hold an Open House with regard to the main topics
  - i. Presentation with public feed back
  - ii. Prioritize which issues are the most important
    1. Form sub committees to work on these areas
- f. Do another survey and be more specific

3. Concentrated-

- a. The Steering Committee holds another SWOT-does this one involve the other Town entities as well?
  - i. Identify the zoning issues for each topic
  - ii. How to implement them
  - iii. Show how sustainability can be achieved for each topic
  - iv. Send a draft to the Planning Board-perhaps this would be a good place for an outside consultant to come in i.e. County Planning, GFLRP, and or another professional –costs for the first two would be less expensive than an outside professional planner
  - v. Hold public hearing and then ask the Planning Board to make a recommendation to the Town Board for adoption after a second public hearing

Pet Projects were suggested by the Group:

- Kris-would like to see a not for profit volunteer coordination group set up to support the plan
- Justin-an implementation committee for the Plan
- Sandy-Zoning improved to make the Town more user friendly
- Dave-expand home occupations and find a way to bring more small businesses to the community: Parsons Organs, Café Sol, Wizard of Clay, Noble Shepherd etc.
- Justin- hiking trail and parks developed to encourage recreation opportunities for visitors
- Cat-open communication beyond the Comp Plan with the Town Government and the community as an annual event
- Volunteer coordination and an environmental committee formed

With regard to the June 1<sup>st</sup> meeting-Dave Parsons and Cat Cohen will not be present.

Justin and Cat have agreed to set up a booth at Fun Day; this will be discussed further at the June 1<sup>st</sup> meeting.

Possible scenario for upcoming meetings:

June 1-1/2 hour to continue brainstorming , ½ hour to do a SWOT, and ½ hour to Fun Day presentation

June 15-Results from SWOT, and Community Input from Fun Day

June 29<sup>th</sup> look at assets and data

Sept 7<sup>th</sup> set up for Kick Off Meeting

Sept 21<sup>st</sup> Kick Off Meeting

Respectfully submitted,

*Sandra Riker*