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2004 COMPREHENSIVE PLAN UPDATE COMMITTEE MEETING MINUTES
FEBRUARY 26, 2015
4 pm to 6 pm

PRESENT: Mark Mykins, Ron Slone, Robert Barrett, Steve Streicher, Chris Ramsdill, Amy DiLeone, Sarah Quandt, Jaclyn Hakes, Ryan Riper, and Lucy Harlow. Absent: Mike Dobis, Joanne Klepetar. Members of Public Present: Nancy Dwyer

APPROVE PENDING MINUTES: January 22, 2015 and February 12, 2015 Minutes approved.

Chapter V: Distribution of Implementation Priority Table Drafts dated 2/20/15.

Sarah: The most noticeable difference is there are more short term (1-2 yrs.) and ongoing recommendations, no mid-term (2-4 yrs.) and only 2 long term (5 + yrs.) recommendations.

Suggestion: don't define length of terms for each timeframe. Short term actions may not be completed within given timeframe, but they will be initiated. Many of the action titles have been revamped. For example #9: "Hold Economic Development Summits" used to be "Economic Development Initiatives". An example: hold a tour of the town and project sites and invite SEDC or some other agency. "Short term" could be changed to something more important and immediate. Actions with more immediate need (zoning, mobility plan) and the rest short term....

Ron Slone suggests condensing the recommendations, get rid of overlap and redundancy. Give the town 4-5 short term actions and then accomplish them as opposed to numerous actions that may not be accomplished. Also who is responsible? Spell out ownership of each recommended action. Last meeting's discussion of renewable energy and having a plan for solar and wind energy isn't evident. [Add renewable energy in Priority Table and in Chapter III.]

Appoint a Comprehensive Plan Implementation Committee to follow through with taking action and implementing the Plan. On Priority Table, make a column defining who's taking responsibility as part of the implementation table. Column that has "task lead" and "task partners" that identifies the entity tasked with the responsibility of forming implementation committee and outline procedure for accomplishing task.

Focus on immediate actions:

(1) *AMEND THE ZONING ORDINANCE* so that it is consistent with the Comp Plan. Multi-phase discussion: Develop zoning regs that will deal with renewable energy. Also guidelines and standards for site developments to enhance quality of projects but will allow flexibility.

(2) Develop *TRANSPORTATION AND MOBILITY MASTER PLAN* that is broken down into components or phases: pedestrian linkage safety improvements, access management, multi-modal transportation; utilize data from traffic study; develop hierarchy of roadway systems and prioritization of focus such as Jones Road. Schedule meeting with mass transit – look at CDTA route system; ride share at Wilton Mall and Walmart; loop from Ace and Target Distribution Centers to SUNY Adirondack; Route 9 to Ballard loop. Other phases: Tie in “Create Area Master Plans, Corridor Studies and Develop Pedestrian Improvements Exit 15/Rte. 50 areas. [See actions 18, 78 and 83]

Chapter III more procedural than Chapter V. Discussion of avoiding repetition.

Provide support for Comp Plan updates.

Ongoing education for board members:

- An orientation class prior to attending the first planning or zoning board meeting for new members regarding process and procedure.
- Drive through areas of Town – different zones and project sites.
- A joint land use board meeting with educational topic gives an opportunity for members to interact.
- Meeting with Town Attorney

Chapter III Revisions: Town-Wide Recommendations: add new terminology to introductory paragraph on Transportation.

“Transportation and Mobility” will be section heading.

“Complete streets” instead of multi-modal; includes elements such as cars, pedestrians, bicycles, not just sidewalks. For example the Mobility Master Plan could easily be funded through CDTC because there is grant funding tied to plans using these concepts.

III-4 Fiscal Management and Economic Development: introduce concept of “fiscal sustainability and economic development”

III-5. Changing Community Development to Neighborhood Preservation. Town has distinct and diverse neighborhoods.

Plan Format and Layout: keep redline in so public can see what has changed. Clarify highlighted items. Change appearance by changing font; tabs at bottom to identify chapters; use of color. Photos needed of each planning area – make announcement and have community email photos - have contest – use drop box or separate file share. Submit quotes about Town. Revisit Chapter I to make sure it is reflective of Chapter III, create executive summary, include implementation matrix. Shorten introduction instead of 17 page introduction in current plan. Identify key recommendations from Chapter III. Also mention: best website State of NY; cleanest stream Snook Kill; “0” taxes.

Homework:

Review red-lined version of Chapter III and forward any comments, changes or questions to Jackie/Sarah by March 6th. They will provide a revised draft plan a week before next meeting on March 26th.

Game Plan:

Ryan will make announcement of Comp Plan progress at March Town Board meeting. Have Comp Plan Committee schedule public hearing sometime in April. At 4/2/15 Town Board meeting, make announcement about public hearing with Comp Plan Committee. Go through process and explanation; ask for feedback. Make any changes that result from that. Give final draft to Town Board and then Town Board will schedule public hearing where SEQRA review takes place and plan may be adopted. TB would have to formally adopt a negative declaration or finding statement.

Approved: March 26, 2015