

**Town of Orangetown Comprehensive Plan  
Kick Off Meeting Minutes  
June 16, 2021**

**Location:** Videoconference

**Time:** 11:00 AM – 11:45 AM

**Attendees:** Teresa Kenny  
Rob Magrino  
Rick Pakola  
Jane Slavin  
Allison Kardon  
Ashley Ley, AKRF, Project Manager  
Nina Peek, AKRF, Principal

**Comprehensive Plan Committee**

The group discussed whether the Town Board would lead the preparation of the Comprehensive Plan or if a Comprehensive Plan Committee (CPC) would be established. Ms. Ley presented the logistics, process, and timing for each option. The group decided to proceed with establishing a CPC. The group discussed potential CPC members, and the timeline for setting up the CPC. The group set a target date of establishing a CPC by mid-July.

**Schedule**

The group discussed the conceptual schedule. As we are entering the summer months, it was determined that these months are best spent gathering existing conditions information and preparing draft questions for the on-line survey and targeted staff/stakeholder survey. The first Community Workshop is targeted for September after school starts and avoiding religious holidays. A detailed workplan and schedule will be provided by AKRF.

**Public Outreach**

The Town confirmed that it will host the Comprehensive Plan website. The AKRF team will provide content for the website, including: an introduction to the project, schedule and link to the on-line survey. The Town decided not to pursue social media engagement.

In advance of launching the on-line survey, the AKRF team will prepare a press release that the Town will distribute to local news media, post to the Town's website, and email to Town website subscribers.

To engage the Town's land use boards, AKRF and the CPC will develop a targeted board member survey to gather their feedback on priority issues to address in the Plan.

**Main Focus Areas**

The group discussed properties on which to focus large scale land use/zoning recommendations: the HNA site, Rockland Psychiatric Center, Nyack College (South Nyack), Kaufman Campground, and Pfizer/Lederle.

The Town also noted recent planning studies and zoning updates that should be reviewed, such as the Pearl River TOD plan and revitalization study, and solar law. The Town is interested in

pursuing grants, such as the climate smart communities program, to support the comprehensive planning effort.

The Town noted that updating the zoning code was a priority, and was particularly interested in modernization, applicability of new zoning tools, and introduction of sustainability measures such as those to reduce flooding.

The Town also noted that traffic is a concern. They indicated that the regulations in the existing Route 303 Overlay district have been hard to implement and new development has required many variances.

Lastly, the pending dissolution of the Village of South Nyack will need to be acknowledged in some manner in the Comprehensive Plan.

### **Next Steps/Deliverables**

AKRF's next steps and deliverables are to:

1. Prepare project workplan
2. Circulate CPC schedule
3. Provide content for Town's website
4. Finalize public outreach approach and engagement methodology
5. Draft online and targeted board member survey questions for CPC review