**Town of Orangetown**

**Comprehensive Plan Committee**

**Meeting Minutes**

December 15, 2021

**Location:** Multi-purpose room (and via Zoom)

**Time:**  10:00AM – 11:07AM

**Attendees:** Teresa Kenny, Town Supervisor

Jane Slavin, OBZPAE

Jim Dean, Highway

Chris Sheehan, DEME

Aric Gorton, Parks and Recreation

Rick Pakola, Deputy Town Attorney

Allison Kardon, Assistant to the Supervisor

Ashley Ley, AKRF, Inc.

Jason S. Mencher, AKRF, Inc. (on Zoom)

Shachi Pandey, MUD Workshop (on Zoom)

**Minutes**

Rick Pakola moved and Teresa Kenny seconded to approve the minutes of the November 16, 2021 CPC meeting.

**Community Workshop 2 (12/6 and 12/7)**

The CPC discussed Community Workshop 2. The CPC members thought Workshop 2 went well, and that there was a good turnout and productive feedback. Shachi Pandey asked the CPC if they would be interested in having focus groups on specific comprehensive plan topics. The CPC responded that they are interested in focus groups, and Shachi Pandey will prepare a cost proposal for that additional scope of work. She inquired if the CPC/Town wants to have any additional public workshops or announcements before the Comprehensive Plan is finalized by MUD/AKRF. Community feedback regarding public engagement by the Town/CPC was generally positive, but there are still some members of the public unaware of the process. Teresa Kenny suggested that the Town might want to send a postcard or some other Town-wide mailing to the public to raise awareness of the CPC process. Ashley Ley suggested that the additional workshop could be held on a draft land use plan so that the public would have some additional items to respond to. Teresa Kenny raised the issue of a 11 percent decline in younger people living in the Town, which points to a housing issue (i.e., pushback from the public against different housing typologies) and the CPC discussed how housing diversity might be addressed in the Plan.

Ashley Ley discussed the revised goals, strategies, and objectives. She went through the changes made in response to community feedback. The CPC discussed the revisions and made suggestions as to additional revisions and updates to the goals, strategies, objectives. Much of the discussion focused on housing, including general community feedback to new housing typologies, and what new housing might be accepted by the public. The goal for the Town’s transportation network, as drafted, was well-received during the public engagement process. Regarding sustainable development and climate resiliency, the CPC raised the issue that many Town buildings are not well-equipped for sustainable retrofits. The CPC also discussed how to encourage residents to use green building technologies. AKRF and MUD will continue editing goals, strategies, and objectives, and recirculate to the CPC.

**Town Officials Survey Findings**

This has been provided to the CPC, and the members will review.

**Review Draft Comprehensive Plan outline**

This has been provided to the CPC, and the members will review. The Plan will be 7 chapters, each addressing a different topic.

**Next Steps/Deliverables**

AKRF and MUD’s next steps and deliverables are:

1. AKRF to update goals, strategies, and objectives, based on CPC feedback from today’s meeting, and recirculate.
2. AKRF will draft CPC chapters for CPC review.
3. MUD will provide a scope of work proposal for engaging in focus groups, an additional public workshop, and a town-wide mailing.

**Future Meetings**

The next CPC meeting will be held on January 26, 2022 at 10 am.