

TOWN OF GUILDERLAND COMPREHENSIVE PLAN UPDATE



Comprehensive Plan
Update Committee
(CPUC)

Meeting #1

November 7, 2022

Town Hall





AGENDA



- Welcome & Introductions
- Comprehensive Planning 101
- Project Scope & Schedule
- Roles & Responsibilities
- Interactive Exercise
- Public Participation Overview
- Next Steps
- Public Comment



WELCOME & INTRODUCTIONS





MEET THE TEAM

TOWN OF GUILDERLAND CPUC



Land Use Planning & Zoning
Environmental Planning
Community Planning
Public Engagement



Engineering and
Land Surveying, P.C.

Project Management
Community Planning
Public Engagement
GIS Services
Site/Civil Engineering
Landscape Architecture
Transportation Engineering
Water/Wastewater Engineering
Structural Engineering



Economic Development
Market Analysis
Community Planning
Public Engagement



COMPREHENSIVE PLANNING 101





WHAT IS A COMP PLAN?

Town Law – Article 16 §272-A:

"town comprehensive plan" means the materials, written and/or graphic, including but not limited to maps, charts, studies, resolutions, reports and other descriptive material that identify the goals, objectives, principles, guidelines, policies, standards, devices and instruments for the immediate and long-range protection, enhancement, growth and development of the town located outside the limits of any incorporated village or city.



WHAT IS A COMP PLAN?

- A blueprint for the future of a community
- Broad in nature
- Addresses Community-wide topics
- A document, maps, illustrations that
 - Evaluate the **Current** State
 - Identify the Desired **Future** State
 - Determine **Recommendations**
 - Describe how to **Implement**





WHAT IS A COMP PLAN?

Families **plan** to buy a house, to take a vacation, for a child's education.

Businesses **plan** for profit and growth.

Communities **plan** for...

- ✓ population changes
- ✓ economic growth
- ✓ roads, community character, property values, tax base, schools, environmental protection, transit, recreation, pedestrian safety, sewage disposal, water supply...





WHAT'S IN A COMP PLAN?

- Evaluation of existing conditions
- Identification of Town-wide Vision
- Goals / Guiding Principles
- Recommendations & Action Items
- Implementation Steps
- Public & Stakeholder Input





A COMP PLAN IS NOT...

- Zoning
- Parcel Specific
- A venue to address individual projects under review or in the review pipeline





WHEN TO UPDATE A PLAN?

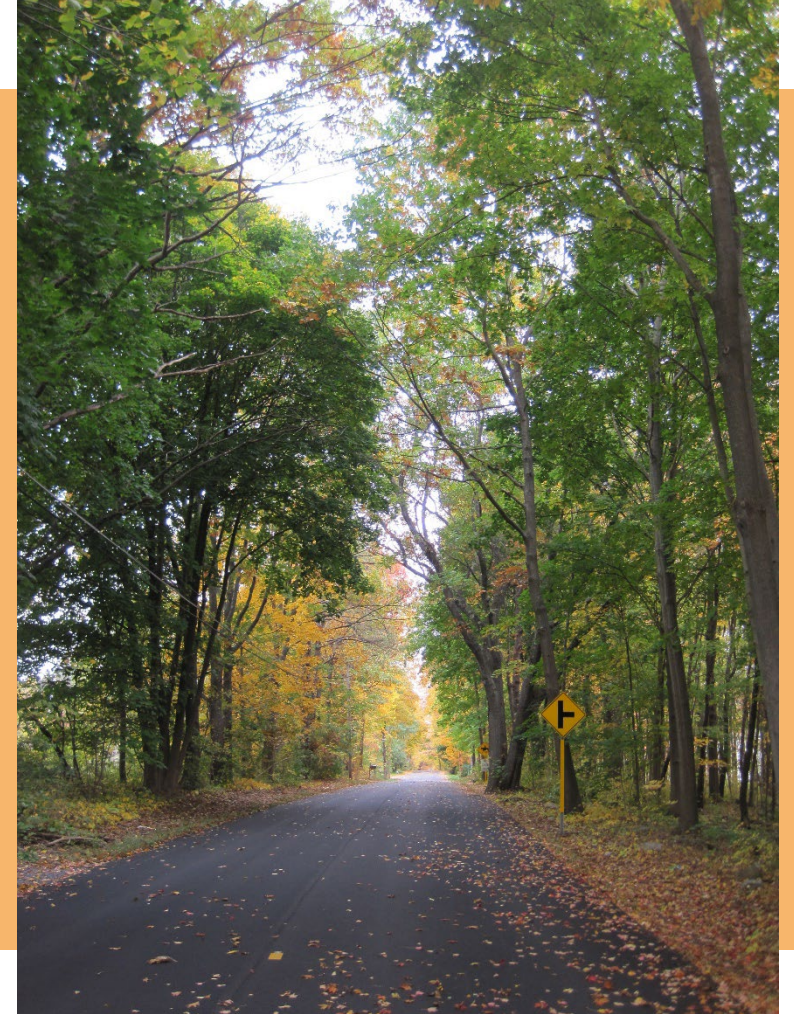
- Elapsed Time: 5 years generally
 - Demographics
 - Municipal budgets
 - Economic Conditions
 - Society changes
 - Technological advances
 - Single issue/focused plans completed
- Land Use:
 - Are patterns in balance?
 - Meet resident expectations & needs?
- Zoning:
 - Requests for variances or zone changes?





PROCESS TO UPDATE A PLAN?

- Town Board establishes a committee
- Committee to update the plan
- Committee Public Hearing (required)
- Committee to advance updated draft to Town Board for consideration
- Town Board approval process (required items)
 - Public Hearing
 - GML 239-m – County Planning Review
 - State Environmental Quality Review Act (SEQR)





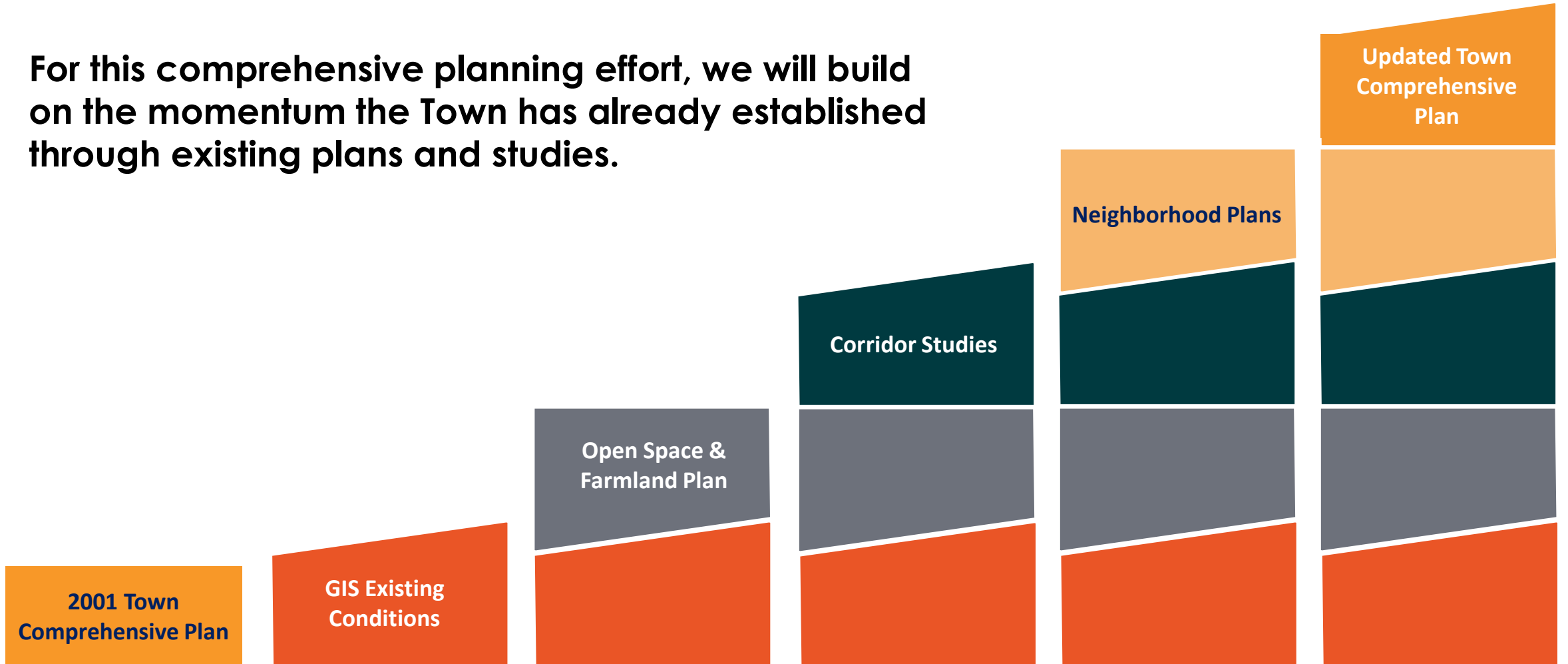
SCOPE, SCHEDULE & APPROACH





PROJECT APPROACH

For this comprehensive planning effort, we will build on the momentum the Town has already established through existing plans and studies.





PROJECT APPROACH

Understanding
Where You Are

THE EXISTING STATE



Comprehensive Plan
Report Card



Where Do You
Want To Be?

THE DESIRED STATE

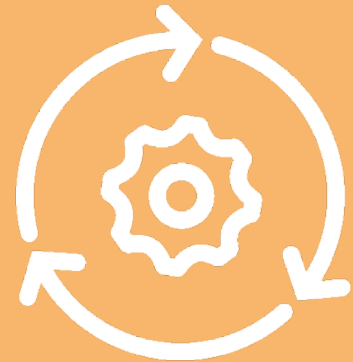


Identifying a Shared Vision
for the Town of Guilderland



How Do You
Get There?

IMPLEMENTATION



Reality-Based Series of
Implementation Steps



PROJECT SCOPE TASKS

1. Project Initiation & Management
2. Public Participation
3. Community Profile, Goals & Strategies
4. Draft Plan Update
5. Final Plan Update & Adoption Process





OVERALL SCHEDULE

| | | | | | | | | | | | | | | | | Comprehensive Plan Adoption | | |
|---|---|--|----|--|---|---|---|--|---|---|---|--|---|---|---|-----------------------------|---|--|
| Task 1: Project Initiation & Management | ◆ | | ◆ | | ◆ | | ◆ | | ◆ | | ◆ | | ◆ | | ◆ | | | |
| Task 2: Public Participation | ● | | ●★ | | ■ | ★ | | | | ★ | | | | ★ | | | | |
| Task 3: Preparation of Plan Update Prepare Community Profile and Inventory, Articulate Goals, Identify Strategies | | | | | | | | | | | | | | | | | | |
| Task 4: Prepare Draft Plan Update | | | | | | | | | | | | | | | | | | |
| Task 5: Prepare Final Plan Update and Support Plan Adoption Process | | | | | | | | | | | | | | | | | ● | |

| SYMBOL | ENGAGEMENT ACTIVITY | SYMBOL | ENGAGEMENT ACTIVITY |
|--------|--|--------|---------------------------|
| ★ | Public Meetings (4th public meeting will serve as comprehensive plan committee public hearing as well) | ★ | Town Board Update |
| ◆ | Committee Meetings | ● | Town Tour |
| ■ | Student Engagement | — | Online Survey |
| ● | Stakeholder Group Meetings | ● | Town Board Public Hearing |



SCHEDULE OF MILESTONES



*CPUC Meetings – Every other month



ROLES & RESPONSIBILITIES



- **CPUC**
 - Review Materials
 - Provide Insight & Direction
 - Project Ambassadors
- **Town Staff**
 - Review materials
 - Assist with logistics
 - Institutional insight
- **Consultant Team**
 - Technical Assistance
 - Facilitate/administer process
- **Community:** Be Engaged!



CPUC INTERACTIVE EXERCISE



**TOP 3
CHALLENGES**



**TOP 3
OPPORTUNITIES**



PUBLIC PARTICIPATION





ENGAGEMENT APPROACH



CONNECT



LISTEN



DISCOVER





PUBLIC PARTICIPATION



- Variety of platforms to encourage input and involvement throughout process
- 4 rounds of engagement events at key project milestones
- Ongoing opportunities for public feedback through website (under development)
- Public Comment at CPUC Meetings
- Town Board updates



PUBLIC PARTICIPATION



- Project Website, Social Media Outreach
- Stakeholder group meetings
- Public Workshops (4)
 - In-person? Virtual? Hybrid?
- Community Survey (online)
- Student Engagement
- Pop-up Activities (2)
- Comprehensive Plan Video
- Branding & Marketing Initiative



NEXT STEPS



- Identify a CPUC Chair
- Establish Regular Meeting Schedule
 - 2nd Tuesday/Month – Every Other Month?
 - January 10, 2023 @ 7 pm TENTATIVE
- Prepare Public Participation Plan
- Prepare Draft Project Website & Branding Materials
- Initiate Comp Plan Report Card



PUBLIC COMMENT

