



MEMORANDUM

To: Town Board

From: Sabrina D. Charney-Hull, AICP, Director of Planning 

Date: September 10, 2015

Re: August 31st, 2015 Comprehensive Plan Steering Committee Workshop and September 8th, 2015 CPSC Meeting Summaries

On August 31st, the Comprehensive Plan Steering Committee (CPSC) met for an all-day workshop at Pace University's Land Use Law Center in White Plains. During the morning and into the afternoon, Kevin Dwarka discussed the revitalization strategies and scenarios that have been developed as part of both the Chappaqua Revitalization Strategy (CRS) and the Millwood Revitalization Strategy (MRS).

In advance of the workshop, Pace distributed to Town Staff and the CPSC a draft working paper of Planning Strategies for the Millwood hamlet. The document included nine strategies including connecting Millwood's retail clusters, installing sewers, and advancing urban infill development, among others. Pace gave an overview of the strategies and explained that because the Town has minimal land holdings in the hamlet, any major revitalization efforts would have to come from close coordination between the Town and Millwood property owners.

Pace also discussed three preliminary revitalization strategies under development for the Chappaqua and Millwood hamlets. Each of the scenarios included progressively more development in relation to being consistent with the goals and objectives of the Comprehensive Plan Update. There is an understanding among the CPSC members that revitalization in both hamlets will only come with increased mixed-use development. Additional strategies were discussed. All strategies will be developed more fully for Town Board preview and public discussion in November.

In the afternoon, Pace gave a presentation on the American Planning Association (APA) Standards for Comprehensive Planning. Through various conferences and pilot programs with volunteer municipalities, the APA has generated a framework for best practices in "sustaining places" and a rating system for Comprehensive Plans. This framework has six themes: Livable Built Environment, Harmony with Nature, Resilient Economy, Interwoven Equity, Healthy Community, and Responsible Regionalism. This framework represents best practices in comprehensive planning, and community planning in general. As such, Town Staff and Pace proposed that the draft Goals and Objectives be reorganized from different topics into the APA Comprehensive Plan Standards framework.

The CPSC then met again on Tuesday, September 8th to review the new framework and provide CPSC members' feedback on the reorganization of the Comprehensive Plan Goals and Objectives. The main focus of discussion became the organization of the October 7th public meeting. It was decided that the Comprehensive Plan Goals and Objectives would be introduced at a different outreach meeting from the revitalization studies so that the public could digest the two independently. The Comprehensive Plan Goals and Objectives will become the foundation for understanding the various revitalization strategies developed as part of the Area Studies. It was suggested that a "day in the life" approach be utilized to "walk" the public through the work that has been done. Through this approach, experiences of the users and patrons of downtown will be the focus when introducing the strategies, as opposed to the exact number of housing units or new square feet of commercial space.

The CPSC will meet next on Monday, September 28th.

SCH/sl

cc: Jill Simon-Shapiro, Town Administrator
Carolina Bruschi, Secretary to the Town Administrator
Comprehensive Plan Steering Committee
Samantha Leroy, Assistant Planner
T. Zezula/K. Dwarka, Pace Land Use Law Center