

February 23<sup>rd</sup> 2009

## Meeting minutes: Village of Hastings-on-Hudson Comprehensive Plan

### Questions/Comments about Scope of Work from Comprehensive Plan Committee

- The CPC wanted to know how will PPSA help in analyzing economic issues?
  - PPSA prides itself on basing its plans in market realities.
  - PPSA has vast experience in economic development and working with private developers which informs all of our work.
  - PPSA will be mindful of the economic impacts associated with plan recommendations.
- The CPC wanted to know what tasks can the CPC and other committee members help with?
  - PPSA recommends that the CPC be divided into sub-committees by sub-topics. These sub-committees will work with PPSA on its understanding of each sub-topic and will review the recommendations in the plan associated with their respective topic.
- Good job on the SWOT memo the CPC should ideally have memos like these distributed before each meeting so the CPC can review and provide comments before the actual meeting date.
  - PPSA will produce these memos as appropriate.
- Background audit – the CPC wanted to know how is PPSA going to review previous documents and how do these fit into the SEQR process?
  - As PPSA reviews information for the topical workshop, it can begin to place background data into a form which can then be used in the Existing Conditions section of the DGEIS (assuming one will need to be written).
- The CPC is interested in the de-facto plan and it should be a definite deliverable.
  - PPSA will collect all of the existing information related to a sub-topic and circulate it to the CPC so that there is a clear understanding of what recommendations/strategies are already implemented/recommended for particular areas.
- The CPC would like to know what does the Task “Market assessment” of the village trade areas entail?
  - As part of its analysis of Hastings’ downtown, PPSA will ascertain what is the primary market area for the downtown, i.e., who is most likely to shop/visit there, what are their demographics. In addition, PPSA will assess who could be attracted to visit/shop in Hastings.
- The CPC likes the idea of creating small sub-committees for each topic area.
- The CPC would like to know why the community survey is option? Can we do a community-wide survey or review past surveys and focus on specific missing elements or key topics. Hunter survey – 5%to 10% of total population, not very scientific but can be helpful. Middle-school survey was only for one class with one set of questions, cannot be considered scientific or thorough.
  - PPSA is concerned about “survey fatigue,” especially of people who were surveyed as part of the Hunter Studio last year. People need to know that their input was accounted for in some fashion. In addition, duplication should be avoided as a lot of survey work has been done already.

- It may make sense for PPSA to do some concentrated surveys, i.e., of downtown business owners, waterfront landowners, etc. as needed as the project progresses.
- CPC members can help with focus groups.
  - PPSA encourages the CPC to conduct focus groups with members of the community who may not come to a community meeting, i.e., high school students, people who work in Hastings, but live elsewhere, etc.
- Timeframe? – the CPC is interested in recommendations for the short-term and long-term not just the long-term.
  - The plan will include recommendations that are roughly 0-2 years (short term), 2-5 years (medium term), and 5+ years (long term).
  - The SEQRA analysis usually looks at a 20 to 25 year timeframe (which is the timeframe included in Appendix D of the contract) when it examines the Future Baseline Conditions and Proposed Action impacts.
  - PPSA usually puts language into the Comprehensive Plan which recommends that the plan be re-examined every five to eight years.
- Upcoming Meetings: Community SWOT meeting will be held on Monday, March 16<sup>th</sup> 2009 and the Topical workshop will be held on Saturday, May 2<sup>nd</sup> 2009.