

TOWN OF HALFMOON

COMPREHENSIVE PLAN UPDATE



MEETING SUMMARY

- PURPOSE:** Public Meeting #4
- DATE/TIME:** March 18, 2024, 6:00 - 7:30 PM
- LOCATION:** Virtual, Via Zoom Webinar
- ATTENDEES:** See Attached Attendees List

The Town of Halfmoon, as part of the public engagement component of the 2023 Comprehensive Plan Update process, held its fourth public meeting on Monday, March 18, 2024, using a Zoom Webinar format. The meeting had 17 registrants and 16 participants. The meeting began with a welcome by Richard Harris, Comprehensive Plan Update Committee Chairperson and Halfmoon Town Planner, who introduced Jaclyn Hakes (M.J. Engineering and Land Surveying, P.C.). Several interactive polls took place throughout the webinar to gather feedback from participants. A Q&A period was held at the end of the meeting.

All participants were also encouraged to participate in the ongoing planning process and help spread the word about public engagement opportunities and the ongoing survey.

Agenda Item	Discussion
<p>Welcome and Introductions</p>	<p>Rich Harris (CPUC Chairperson) welcomed attendees and introduced the MJ Consultant Team.</p> <p>Jaclyn Hakes (MJ) provided a welcome statement and introduced the Comprehensive Plan Committee:</p> <ul style="list-style-type: none"> • Chair: Richard Harris, AICP • Jeremy Connors, Town Board Liaison • Paul Hotaling, Town Board Liaison • Lyn Murphy, Town Legal Liaison • Steven Kucskar • Joseph Landy • Michael D. Morand • J. Daniel Wojcik • William Herman

**Welcome and
Introductions Continued**

- Peter Bardunias
- Nancy Morris
- Deborah Curto
- Donald Roberts

Jaclyn Hakes (MJ) also introduced the Consultant Team – led by MJ Engineering and Land Surveying:

- Jaclyn Hakes, Project Manager
- Jacob Landis, Project Planner
- Dan Madigan, Planner and Webinar Host

Jaclyn Hakes (MJ) briefly went over the meeting agenda:

- Welcome
- Webinar “How To”
- Getting To Know You – Interactive Polls
- Project Overview & Update
- Introduction of Comprehensive Plan Update Draft Preliminary Recommendations
- Next Steps
- Q & A

Jaclyn Hakes (MJ) explained how to use the interactive polls on Zoom and offered several prompts for attendees to respond to so that the consultant team could learn who was participating.

Who is joining us this evening?

- Town Resident: 44%
- Property Owner in Town: 44%
- Business Owner in Town: 0%
- Visitor: 0%
- Work in Town: 11%
- Other: 0%
- How did you hear about the meeting?
 - Social Media: 0%
 - Flyer: 0%
 - Town Website: 43%
 - Town Email: 43%
 - Word of Mouth: 14%
 - Other: 0%
- How Familiar are you with Comprehensive Plans?
 - Very Familiar: 60%
 - Somewhat Familiar: 40%
 - Not at all Familiar: 0%

	<ul style="list-style-type: none"> • Is this your first time attending a Halfmoon Comprehensive Plan Update public engagement session? <ul style="list-style-type: none"> ○ Yes: 60% ○ No: 40% ○ Unsure: 0%
<p style="text-align: center;">Project Overview and Update</p>	<p>Jaclyn Hakes (MJ) described an overview of the Comprehensive Plan Process:</p> <p><u>What is a Comp Plan?</u></p> <ul style="list-style-type: none"> • Town Law – Article 16 §272-A: <ul style="list-style-type: none"> ○ "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. • 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 <p><u>A Comp Plan is not...</u></p> <ul style="list-style-type: none"> • Zoning <ul style="list-style-type: none"> ○ Town has the authority to regulate land uses through zoning to implement Comprehensive Plan and for public health, safety & welfare ○ Zoning must be in accordance with the adopted Comprehensive Plan • Parcel Specific • A venue to address individual projects under review or in the review pipeline <p><u>Project Approach:</u></p> <ul style="list-style-type: none"> • Understanding where you are

<p>Project Overview and Update</p>	<ul style="list-style-type: none"> • Where do you want to be? • How do you get there – reality-based series of implementation steps (current milestone phase) <p><u>Schedule of Milestones:</u></p> <p>Spring/Summer 2023</p> <ul style="list-style-type: none"> • Focus Group Meetings • Vision / Goals • Strategies and recommendations <p>Fall/ Winter 2023</p> <ul style="list-style-type: none"> • 3rd round of public engagement • Draft plan and recommendations <p>Winter/Spring 2024</p> <ul style="list-style-type: none"> • 4th round of public engagement • 5th round of public engagement • Draft plan <p>Summer 2024</p> <ul style="list-style-type: none"> • 6th round of public engagement • Final comprehensive plan • Adoption of plan
<p>Public Participation</p>	<p>Jaclyn Hakes (MJ) discussed the public participation process and accomplishments this far.</p> <p><u>Activities to Date:</u></p> <ul style="list-style-type: none"> • Project Website – www.planhalfmoon.com <ul style="list-style-type: none"> ○ Online comment form • Farmer’s Market Pop-Up (In-person) • Online Community Survey completed <ul style="list-style-type: none"> ○ 400 responses • Open House and Visioning Session (In-person) <ul style="list-style-type: none"> ○ March 23, 2023 • Public Workshop #2 (In-person) <ul style="list-style-type: none"> ○ May 25, 2023 • Public Workshop #3 (virtual) <ul style="list-style-type: none"> ○ December 2023 • Hard Copy Comment Forms • Focus Group Meetings (virtual) <ul style="list-style-type: none"> ○ multiple sessions (over 70 participants)

<p>Draft Vision and Goals</p>	<p>Jaclyn Hakes (MJ) introduced the Draft Vision and Draft Goals.</p> <p><u>Draft Vision: Updated August 2023</u></p> <ul style="list-style-type: none"> • The Town of Halfmoon envisions itself as a “lifelong” community, delivering a quality of life that highlights the charm and open space, as well as social, recreational, and economic opportunities, enabling residents to make the Town their home for this and future generations. Halfmoon aims to be a growing, fiscally balanced place, that values and celebrates its historic, cultural, business, and agricultural resources while remaining progressive in its efforts to conserve said resources and look to the future. <p><u>What are Comprehensive Plan Goals?</u></p> <ul style="list-style-type: none"> • Goals assist in achieving the vision • Developed by integrating Committee and public input • Committee evaluation of current Comprehensive Plan <p>Jaclyn Hakes (MJ) explained the Draft Goal Categories:</p> <ul style="list-style-type: none"> • Transportation and Mobility • Infrastructure and Community Facilities • Housing • Quality of Life, Placemaking and People • History and Culture • Agriculture, Open Space, and Resiliency • Recreation • Economic Growth and Fiscal Sustainability
<p>Preliminary Draft Recommendations</p>	<p>Jaclyn Hakes (MJ) introduced Jacob Landis, Project Planner (MJ) to introduce the Preliminary Draft Recommendations and to facilitate participant feedback activities.</p> <p><u>What are Preliminary Draft Recommendations?</u></p> <ul style="list-style-type: none"> • Topic-based aligned with goals • Developed through initial Committee feedback on the current Comprehensive Plan, survey, public meetings, public comments etc.

<p>Preliminary Draft Recommendations Continued</p>	<ul style="list-style-type: none"> • Goals and draft recommendations may overlap and be interrelated <p><u>How have the recommendations been developed?</u></p> <ul style="list-style-type: none"> • Public meetings and Survey • Stakeholder sessions • Committee meetings • Public Comments <p>Jacob Landis (MJ) explained each Goal Category and the Preliminary Draft Recommendations associated with each. The participants were asked which of the recommendations was most important to them for each goal category using Poll Everywhere software.</p> <p><i>Quality of Life Placemaking, and People:</i></p> <p>GOALS:</p> <p>Growth Management: Create a land use management system that mitigates the adverse impacts of sprawl, addresses concerns of conflicting land uses, responds to community needs, and protects and enhances Halfmoon’s resources, unique features, and quality of life.</p> <p>Town Character: Preserve and enhance Halfmoon’s identity, image, and quality of life in accordance with the vision for the future.</p> <p>Civic Duty: Nurture and support the civic environment so that input from Town residents is considered a customary and integral component of the Town’s ongoing planning and implementation process.</p> <p>Jacob Landis (MJ) asked attendees which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.</p> <p>PRELIMINARY DRAFT RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • Consider adopting new Zoning Ordinances or Overlay Districts that encourage or incentivize open space and access to recreation and places of interest through multi-modal access points. (38%)
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**Preliminary Draft
Recommendations
Continued**

- Update streetscape on main routes and important thoroughfares. (31%)
- Update waterway and trail maps and provide residents and visitors with resources promoting the gems of Halfmoon. (23%)
- Strengthen and promote access and connectivity between public spaces. (8%)
- Identify and market a location for a well-connected public space that supports gatherings, cultural performances, and events. (0%)

History and Culture

GOAL:

Cultural Resources: Recognize, protect, and celebrate Halfmoon’s historic and other cultural resources.

Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.

PRELIMINARY DRAFT RECOMMENDATIONS:

- Consider undertaking an inventory of historic sites within the Town in partnership with the Historic Society. (30%)
- Develop a formal history trail that emphasizes the historic significance of notable locations in Halfmoon. (30%)
- Consider guidelines to protect historic structures and the character of historic hamlets in the Town. (30%)
- Promote Halfmoon’s historic places through preservation and marketing methods such as signage and markers. (10%)

Recreation

GOAL:

Recreation: Provide sufficient, well-located, and fully accessible, active and passive recreational opportunities for all Halfmoon residents.

<p>Preliminary Draft Recommendations Continued</p>	<p>Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.</p> <p>PRELIMINARY DRAFT RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • Continue to maintain and expand opportunities at the Town Park and other Town-owned recreation spaces such as but not limited to a public swimming facility. (44%) • Update and promote resource-access mapping that assists residents in learning about recreation opportunities in the Town. (33%) • Ensure accessibility to all Town-owned locations that offer recreation space. (22%) • Maintain and promote inclusion and equity efforts in Town sports and recreation programs. (0%) <p><i>Economic Growth and Sustainability</i></p> <p>GOAL:</p> <p>Fiscal and Economic Health: Promote diverse economic development that provides goods and services, employment opportunities, and tax revenues in commercial, office, and industrial districts, compatible with the community's character, residential neighborhoods, and vision for the future.</p> <p>Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.</p> <p>PRELIMINARY DRAFT RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • Continue to encourage and support all manners of businesses, small and large, to establish, stay, and expand in Halfmoon. (33%) • Survey existing business owners about challenges and opportunities. (33%)
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<p>Preliminary Draft Recommendations Continued</p>	<ul style="list-style-type: none"> • Emphasize clean light-industrial/21st Century Industry and locally-owned businesses as staples of the local economy in appropriate areas. (33%) <p><i>Infrastructure and Community Facilities</i></p> <p>GOAL:</p> <p>Community Facilities and Services: Continue to provide and/or support adequate community facilities and services - including fire protection, police protection, emergency services, solid waste collection, education facilities, healthcare services, libraries, services for youths through seniors, and social services - that are responsive to the community's expected level of service and safety and that continue to enhance the quality of life.</p> <p>Utilities: Provide a utility infrastructure system that meets the demands of current residents and businesses and that will support future development in carefully planned areas of the Town.</p> <p>Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.</p> <p>PRELIMINARY DRAFT RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • Continue to foster a relationship with Town and County Emergency Services during the site development plan review process, building and construction, and post-construction processes. (24%) • Maintain high standards for required development-driven infrastructure improvements. (19%) • Support Green Initiatives where possible. (14%) • Map/Inventory future demands on electricity to help plan for sustainability and resiliency in the future. (10%) • Prepare water infrastructure replacement plan to replace and upgrade outdated water infrastructure to maintain adequate and reliable service. (10%) • Coordinate with Saratoga County to maintain and upgrade wastewater systems as needed. (10%)
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<p style="text-align: center;">Preliminary Draft Recommendations Continued</p>	<ul style="list-style-type: none"> • Consider incentivizing the undergrounding of private and public utility lines where appropriate. (5%) • Construct a Community Center that provides an accessible, common meeting space for community events and meetings. (5%) • Build partnerships with the Halfmoon-Clifton Park Library to increase access to services and resources. (0%) <p><i>Housing</i></p> <p>GOAL:</p> <p>Housing: Provide a balanced blend of quality housing opportunities, including price ranges that are affordable for all income levels and housing types that consider the needs of older residents, young families (first time homeowners) and those with disabilities. Properly plan for and locate housing based on density and purpose to take full advantage of existing and future community services, alternative transportation opportunities, and recreational facilities.</p> <p>Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.</p> <p>PRELIMINARY DRAFT RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • Consider undertaking a housing study of the Town to better understand the community-supported types of housing. (56%) • Continue to support new construction and redevelopment of housing town-wide to support growing demand while balancing environmental concerns and growth management efforts. (22%) • Provide optional incentives to builders to provide a mix of housing types (single-family, multi-family, senior, etc.) serving a range of income levels and age groups in areas of Town where infrastructure exists. (22%)
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**Preliminary Draft
Recommendations
Continued**

Transportation and Mobility

GOAL:

Transportation and Mobility: Provide safe, convenient, and efficient transportation options for people and goods within, through, and around the Town of Halfmoon, which minimize the impact of traffic on the Town's character and quality of life.

Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.

PRELIMINARY DRAFT RECOMMENDATIONS:

- Prepare a study evaluating major intersections within the Town through collaboration with neighboring municipalities, Saratoga County, and the New York State Department of Transportation. (35%)
- Establish and/or maintain pedestrian and bicycle (multi-modal) connections between neighborhoods, open spaces, and recreation spaces through sustainable building practices. (29%)
- Continue to support vehicular circulation improvements throughout the Town. (24%)
- Incorporate public transportation elements specifically within the Town Plan. (12%)
- Continue coordination with local/state/and regional transportation such as but not limited to Capital District Transportation Authority (CDTA) and Capital Regional Transportation Council (CRTC) to promote existing public transportation options. (0%)

Agriculture, Open Space, and Resiliency

GOAL:

Agriculture, Natural Resources, and Open Spaces: Maintain the viability of existing agricultural operations and preserve important natural and open space resources that contribute to the diversity, character, aesthetics, economy, and general health, safety, and welfare of the community. Resources such as the Hudson and Mohawk Rivers and their

<p style="text-align: center;">Preliminary Draft Recommendations Continued</p>	<p>watersheds, viable farmland, mineral resources, ravines, woodlots, streams, aquifers, wetlands, floodplains, the escarpment, and viewsheds are recognized for their role in drainage, water supply, agriculture, aesthetics, recreation, and wildlife habitat.</p> <p>Jacob Landis (MJ) asked attendees asked which of the recommendations discussed were most important to them. Attendees could select multiple recommendations. Recommendations are listed in order of highest percentage of support from attendees.</p> <p>PRELIMINARY DRAFT RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • Provide optional incentive programs to conserve open space and habitat. (24%) • Complete a Natural Resource Inventory that identifies natural resources and open spaces within the Town. (24%) • Offer optional incentive programs to encourage new farm enterprises and support active farms through efforts to maintain operations and lower costs. (18%) • Review zoning to ensure consistency with regulations that are compatible with agricultural activities under the Agriculture and Markets Law (AML). (18%) • Protect and maintain viewsheds of the Hudson and Mohawk Rivers and surrounding ranges. (6%) • Increase awareness surrounding open spaces, trails, preserves, motorized and non-motorized boat access, etc. (6%) • Develop a working relationship with Saratoga PLAN and other regional organizations/groups to promote practical and creative open space/agricultural uses i.e. agritourism etc. (6%)
<p style="text-align: center;">Future Land Use</p>	<p>Jaclyn Hakes (MJ) led a discussion on Future Land Use as a component of the Comprehensive Plan.</p> <ul style="list-style-type: none"> • A future land use map is a critical component of the Comprehensive Plan. • It is not parcel specific but identifies where general types of land uses may occur over the next 10-20 years. • It helps support the Comprehensive Plan thus supporting future zoning updates but is NOT zoning. • Example land uses: residential, commercial, industrial, agriculture, etc.

<p style="text-align: center;">Future Land Use</p>	<p>Jaclyn Hakes (MJ) presented the current Land Use Map and highlighted key land uses within the current Town Land Use Map.</p> <ul style="list-style-type: none"> • ~25% of land is classified as Residential – Low Density • ~26% is Vacant • ~18% is Agricultural • ~8% is Commercial • Commercial uses: <ul style="list-style-type: none"> ○ focused on Route 9 and Route 146 (west of Route 9) • Industrial uses: <ul style="list-style-type: none"> ○ focused Northwest area and Southeast area of Town • Residential generally throughout Town • Agricultural generally throughout Town <p>Jaclyn Hakes (MJ) asked participants to share which land uses they wanted to see in the future in the Town of Halfmoon?</p> <ul style="list-style-type: none"> • Open Space (29%) • Agricultural (25%) • Recreational (21%) • Residential (17%) • Commercial/ Retail (4%) • Technology / Light Industrial (4%) • Industrial (0%)
<p style="text-align: center;">Question and Answer</p>	<p>Jaclyn Hakes (MJ) gave an overview of how to participate in the Q&A session. Participants could post questions and share comments using the Q&A function in Zoom, as well as use the “raise hand” function to speak. Phone participants could also use their number pad to raise their hand and unmute.</p> <p>3 questions and/or comments were received through the Q & A function. A full record of all questions and comments submitted through the Q&A panels is attached.</p> <p>One (1) comment was received via the “raise hand function” to speak.</p> <ul style="list-style-type: none"> • Comment regarding incentivizing and supporting farmers and agricultural landowners to keep their businesses running with profitability. Lower taxes to help with increasing costs. <p>Richard Harris, AICP (CPUC Chair, Town Planner) provided a response to the comments and encouraged interested participants to engage with him if they have questions or comments in the future. He also encouraged agricultural land owners to come to the in-person meeting on March 19, 2024 from 6:00-7:30 pm.</p>

	Jaclyn Hakes (MJ) thanked participants, encouraged comments/questions to be submitted through www.planhalfmoon.com .
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This meeting summary conveys our understanding of the items discussed and the input received. Please forward any additions, corrections, and/or questions to my attention.

Submitted by: Jacob Landis, MJ Engineering and Land Surveying, P.C.
cc: Consultant Team, CPUC, Town Planning & Zoning Department

Attachments:

- Meeting Attendees List
- Q&A Responses
- Poll Question Responses

Attendees List:

First Name	Last Name
Tom	Werner
David	LaComb
Jim	Warzek
Bob	Degnan
Bob	Degnan
Phil	Barrett
Sharon	Levitas
John	Higgins
Elsa	Barnum
Elsa	Barnum
Elsa	Barnum
Gary	Garavuso
Michael	Imfeld
Andrew	McAdoo
Christine	Matthews
Judy	Gerwitz
Lyn	Murphy
Steven	Kucskar
Pete	Bardunias
Mike	Morand

Panelist List:

First Name	Last Name	Affiliation
Jaclyn	Hakes	MJ
Jacob	Landis	MJ
Daniel	Madigan	MJ
Richard	Harris	Chair

Q&A (verbatim):

General Q&A	
1	The recommendations to date include a number of surveys, studies, etc. What is the timeline for these? Are these updates to existing Town studies and surveys, or are they completely new?
2	The transportation issues along the 9 and 146 corridors are at a critical stage. A sense of urgency is needed to resolve these issues.
3	That is great news
4	So the comp plan will be a living document?
5	As what point will specific issues be addressed. All this information is very broad. Will traffic/congestion on 146 be specifically addressed
6	Rather than look for grant monies for studies, do you or will you ask developers to pay for select studies to support their proposed projects?

Poll Questions and Responses:

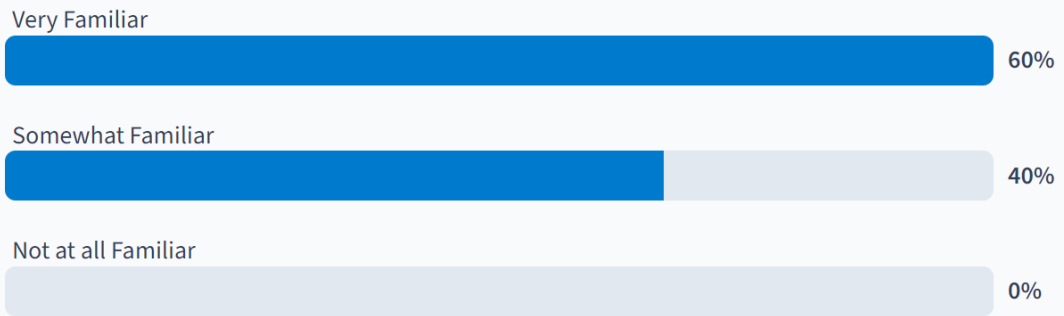
Who is joining us this evening?



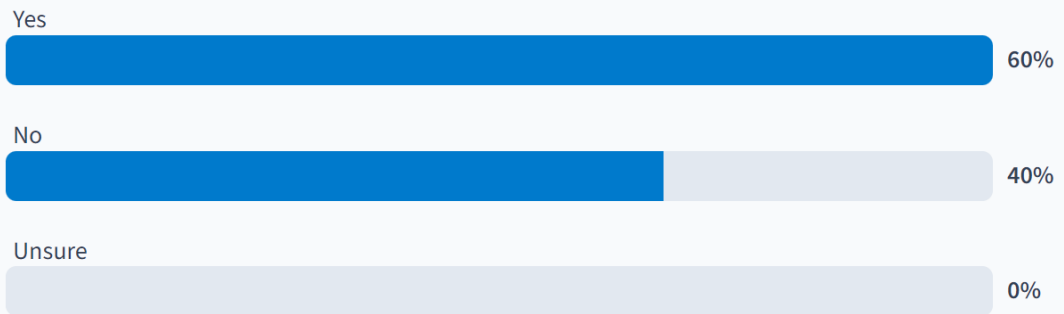
How did you hear about the meeting?



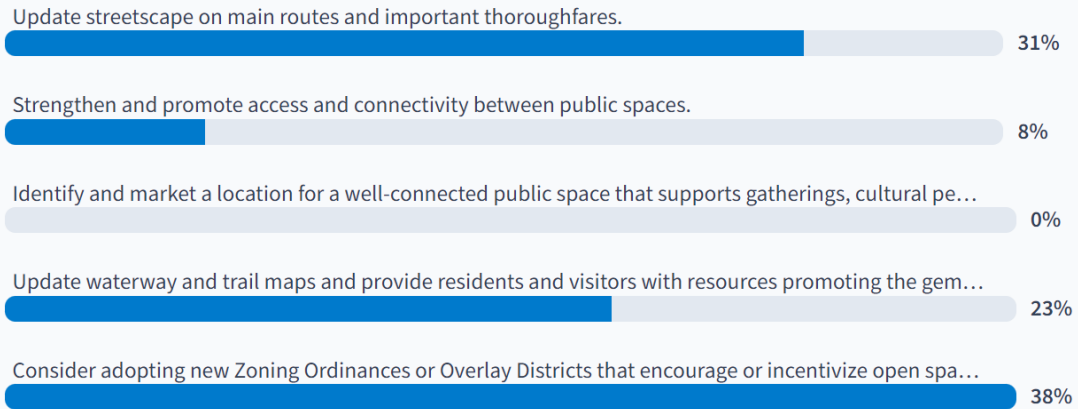
How familiar are you with Comprehensive Plans?



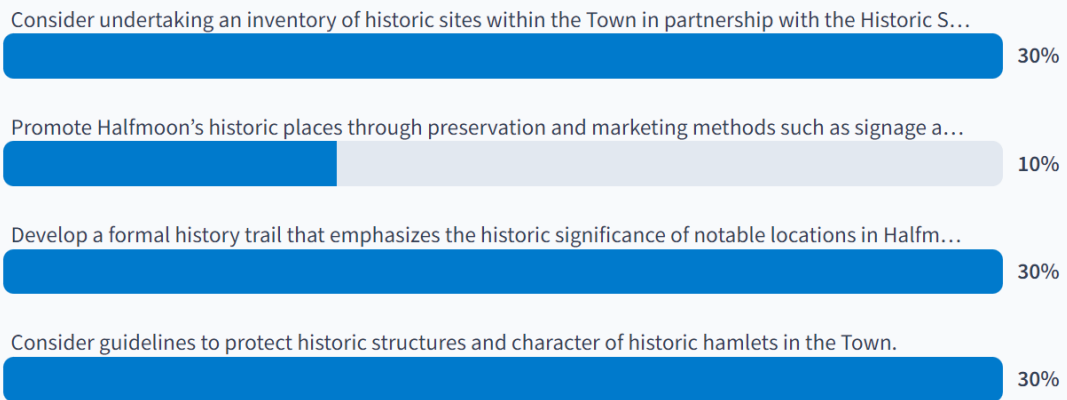
Is this your first time attending a Halfmoon Comprehensive Plan Update public engagement session?



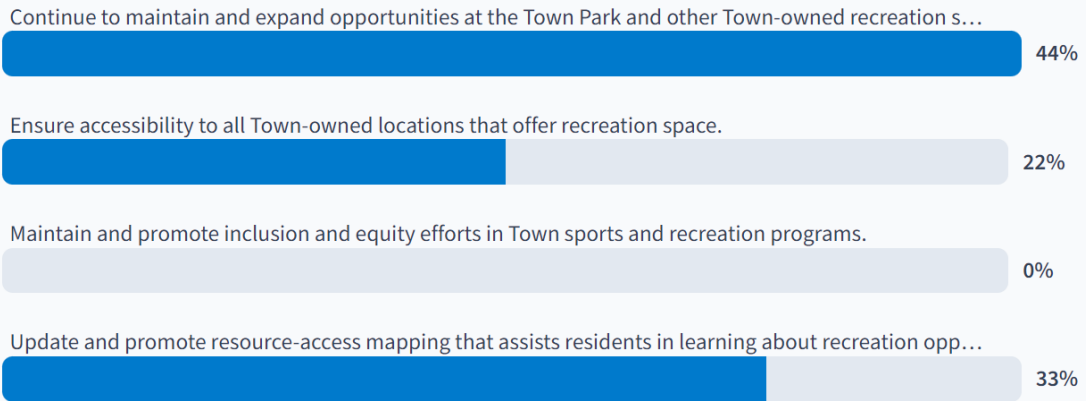
Of the recommendations discussed, which is most important to you?



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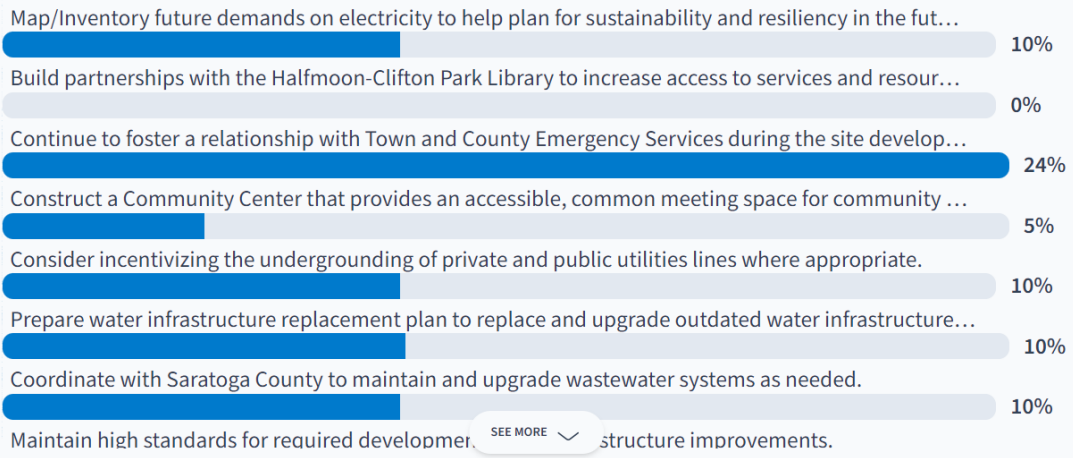
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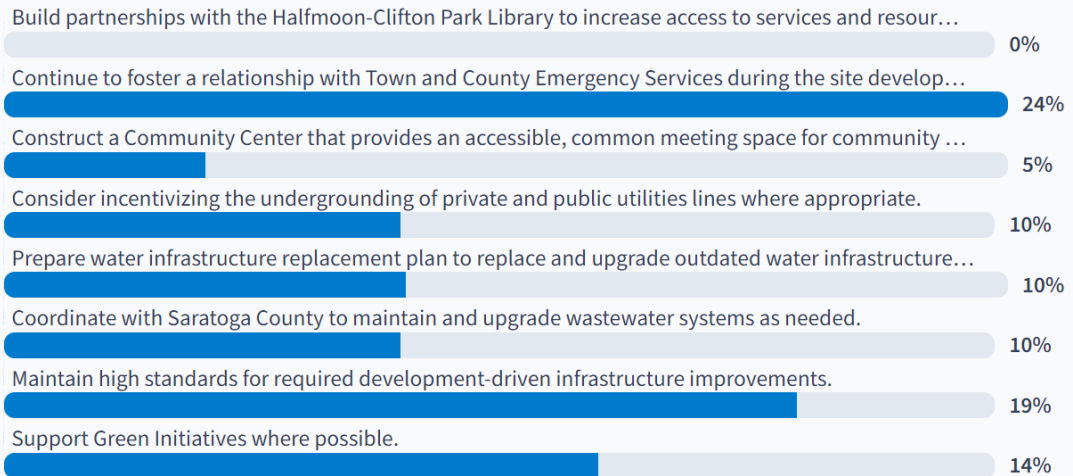
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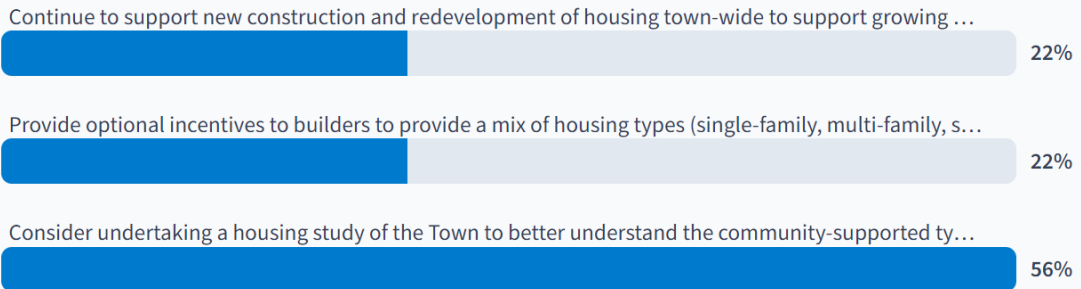
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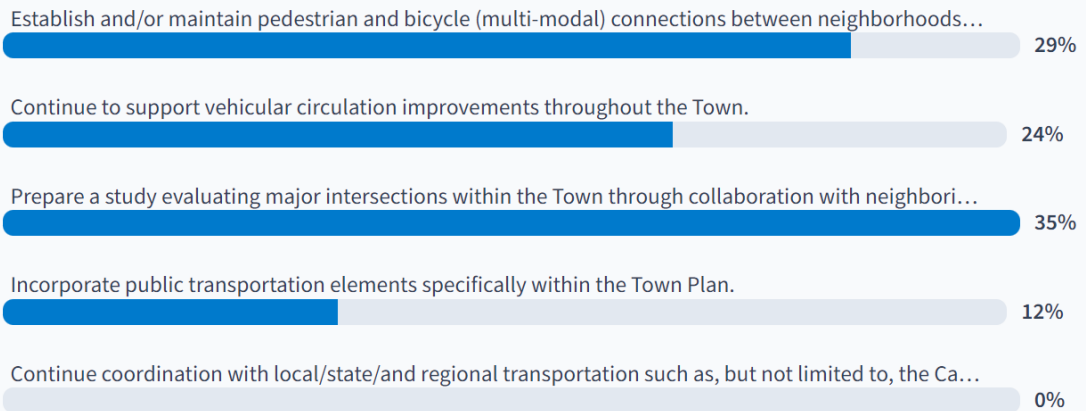
Of the recommendations discussed, which is most important to you?



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What Land Uses do you want to see in Halfmoon in the future?

