



COMPREHENSIVE PLAN UPDATE

MEETING SUMMARY

Purpose: Comprehensive Plan Update Committee (CPUC) Meeting #6
Date and Time: December 7, 2023, 6:00 pm – 7:30 pm
Location: Town Hall, 2 Halfmoon Plaza Halfmoon, NY 12065
Attendees: See Below

Agenda Item	Discussion	Key Decisions & Outcomes
<p>Welcome & Introductions</p>	<p>Richard Harris, Committee Chair, welcomed attendees.</p> <p>MJ Engineering and Land Surveying, P.C., the consultants assisting the Town with the Comprehensive Plan Update was represented at the meeting by:</p> <ul style="list-style-type: none"> • Nora Culhane Friedel • Jacob Landis • Jaclyn Hakes, AICP <p>Nora Culhane Friedel (MJ) provided an overview of the agenda.</p>	<p>N/A</p>
<p>Project Scope and Schedule Update</p>	<p>Jaclyn Hakes (MJ) shared updates on the schedule of milestones going forward: (note this schedule is subject to change)</p> <p>Spring/Summer 2023</p> <ul style="list-style-type: none"> • Focus Group Meetings • Vision / Goals • Preliminary 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>Project Scop and Schedule Update Cont'd.</p>	<p>Summer 2024</p> <ul style="list-style-type: none"> • 6th round of public engagement • Draft Comprehensive Plan to Town Board • Adoption of plan <p>The following remaining Committee Meetings are as follows:</p> <p>February 2024 – CPUC #7</p> <ul style="list-style-type: none"> • Purpose: <ul style="list-style-type: none"> ○ Review Draft Recommendations ○ Discuss Future Land Use Map ○ Discuss Comprehensive Plan Organization ○ Public Meeting #4/#5 Preparation • Materials Submitted: <ul style="list-style-type: none"> ○ Refined draft recommendations in advance <p>April 2024 – CPUC #8</p> <ul style="list-style-type: none"> • Purpose: <ul style="list-style-type: none"> ○ Discuss public feedback ○ Refine Future Land Use Map • Materials Submitted: <ul style="list-style-type: none"> ○ Public Meeting summary in advance ○ Draft Comprehensive Plan following meeting <p>June 2024 – CPUC #9</p> <ul style="list-style-type: none"> • Purpose: <ul style="list-style-type: none"> ○ Draft Comprehensive Plan Review ○ Potentially schedule CPUC Public Hearing • Materials Submitted: <ul style="list-style-type: none"> ○ Draft Comprehensive Plan in advance <p>August 2024 – CPUC #10</p> <ul style="list-style-type: none"> • Purpose: <ul style="list-style-type: none"> ○ Discuss Refinements to Draft Plan based on Public Input • Materials Submitted: <ul style="list-style-type: none"> ○ Public Hearing highlights in advance <p>The following remaining Public Meetings are as follows:</p> <p>Spring 2024 – Public Meeting #4 and #5</p> <ul style="list-style-type: none"> • Public Meeting #4 – In-person <ul style="list-style-type: none"> ○ Share preliminary recommendations and future land use map; gather input • Public Meeting #5 – Virtual 	<p>The consultant team is working with the Town to develop a future committee and public meeting schedule.</p>
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	<ul style="list-style-type: none"> ○ Share preliminary recommendations and future land use map; gather input <p>Summer 2024 – Public Meeting #6/CPUC Public Hearing</p> <ul style="list-style-type: none"> ● Purpose: <ul style="list-style-type: none"> ○ Requirement per Town Law 272-a ○ Gather public input on the Draft Comprehensive Plan 	
<p>Public Participation Update</p>	<p>Jacob Landis (MJ) gave a brief overview of Public Meeting #3 which took place on November 13, 2023, to the committee.</p> <p>Jacob Landis (MJ) reviewed the key highlights from Public Meeting #3 as well as samples from the post-meeting land use survey responses with the committee and provided an opportunity for initial reactions and comments.</p> <p>The Zoom webinar was led by the Consultant Team and had 40 registrants with 35 unique users in attendance. The webinar consisted of:</p> <ul style="list-style-type: none"> ● Discussion of the project overview ● Update on progress ● Introduced Draft Vision and Goals ● Future Land Use Discussion ● Q & A ● Post Meeting Land Use Questions <p>Key takeaways from Public Meeting #3 included:</p> <ul style="list-style-type: none"> ● 38% of attendees were participating in the process for the first time ● Email blasts, new releases, Town and project websites, and word-of-mouth outreach proved effective ● Identified the most important Draft Goals for the future of Halfmoon (attendees could select multiple choices): <ul style="list-style-type: none"> ○ Quality of Life, Placemaking, People: 73% ○ Agriculture, Open Space, and Resiliency: 47% ○ Transportation and Mobility: 40% ● Want to see the following types of growth (attendees could select multiple choices): <ul style="list-style-type: none"> ○ Preservation of Land ○ Sustainable Growth 	<p>N/A</p>

<p style="text-align: center;">Public Participation Update Cont'd.</p>	<ul style="list-style-type: none"> ○ New Residential (single-family) housing ● Poll Question: What land uses do you want to see in Halfmoon in the future? (attendees could select multiple choices) <ul style="list-style-type: none"> ○ Open Space: 67% ○ Residential: 58% ○ Recreational: 50% ○ Tech/ Light Industry: 42% <p>Public Meeting #3 concluded with a Q&A period and attendees were sent five (5) land use questions following. The meeting Summary is posted on the project website www.planhalfmoon.com</p> <p>MJ discussed a sample of the post-meeting land use survey responses:</p> <p>Where would you like to see additional public recreation area in Halfmoon?</p> <ul style="list-style-type: none"> ● "Hudson River corridor" ● "Maintain walking trails currently on town map" ● "Hudson & Mohawk Rivers" ● "Along the spine of the planned trail network from Town Hall through Vosburgh Preserve, Motts Farm alongside McBride Fields. Conserve open space in this mod-town spine and add some recreation." ● "Have at least one school facility of our Shen District located within the Town and have an associated recreation/playing field as part of that location" ● "Can't speak to where but Halfmoon Town Park is a great resource that is used by many! More paved trails would be a wonderful addition to the Town." ● "Town Hall area" <p>In your opinion, where should future technology/light industrial growth take place in Halfmoon?</p> <ul style="list-style-type: none"> ● "Northeastern part of the town – "Area 3", also along Rte 4/32 corridor." ● "Northwest and Southwest areas of Town" ● "Rte. 146 or NW corner of town" ● Clean, light industrial growth is acceptable as long as it doesn't interfere with quality of life for residents living near such facilities." ● "Near I-87 exits so the trucks don't have to travel too far from the Interstate" 	
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	<ul style="list-style-type: none"> • “Exit 10 – Ushers Road area where Clifton Park has major development of Synergy Technology Park. Close access to I-87 helps to keep truck traffic to confined areas.” • “Areas behind the commercial on Rt 9 and Rt 146. Need to be very careful so conflicts are avoided with residential areas.” • “in the commercial core” 	
<p>Goals Discussion</p>	<p>Nora Culhane Friedel (MJ) led the committee in a review of the Goals.</p> <p>The topic-based Plan Draft Chapters are:</p> <ul style="list-style-type: none"> • Quality of Life, Placemaking and People • History and Culture • Recreation • Economic Growth and Sustainability • Infrastructure and Community Facilities • Housing • Transportation and Mobility • Agriculture, Open Space, and Resiliency 	
<p>Preliminary Recommendations Discussion</p>	<p>Nora Culhane Friedel (MJ) then led a discussion on the preliminary draft recommendations. The committee was reminded that the recommendations are action items that help to implement the goals. The recommendations are topic-based aligned with goals and were developed through initial Committee feedback on the current Comprehensive Plan, survey, public meetings, public comments, etc. The Goals and draft recommendations may overlap and be interrelated.</p> <p><u>Quality of Life, Placemaking, and People</u></p> <ul style="list-style-type: none"> • Goals: <ul style="list-style-type: none"> ○ Growth Management: Create a land use management system that mitigates the adverse impacts of sprawl, discourages further sprawl, addresses concerns of conflicting land uses, responds to community needs, and protects and enhances Halfmoon’s resources, unique features, and quality of life. ○ Town Character: Preserve and enhance Halfmoon’s identity, image, and quality of life in accordance with the vision for the future. 	<p>Committee member input from this evening will be integrated.</p> <p>Committee is also encouraged to review recommendations on their own time and submit feedback to consultant team.</p>

<p>Preliminary Recommendations Discussion Cont'd.</p>	<ul style="list-style-type: none"> ○ 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. ● Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Update streetscape on main routes and important thoroughfares. ○ Strengthen and promote access and connectivity between public spaces. ○ Identify and market a location for a well-connected public space that supports gatherings, cultural performances, and events. ○ Update waterway and trail maps and provide residents and visitors with resources promoting the gems of Halfmoon. ○ Consider adopting new Zoning Ordinances or Overlay Districts that accommodate for the preservation of open space and access to recreation and places of interest through multi-modal access points. <p>Committee Member commented that streetscapes can be both aesthetics and functionality and should highlight specific locations for improvements in the recommendation.</p> <p>Committee Member commented that Town department directors be included in the forming of recommendations.</p> <p><u>History and Culture</u></p> <ul style="list-style-type: none"> ● Goal: <ul style="list-style-type: none"> ○ Cultural Resources: Recognize, protect, and celebrate Halfmoon's historic and other cultural resources. ● Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Promote Halfmoon's historic places through preservation and marketing methods. 	<p>Consultant team will share recommendations with the public at upcoming public engagement when scheduled.</p>
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<p>Preliminary Recommendations Discussion Cont'd.</p>	<ul style="list-style-type: none"> ○ Develop a formal history trail that emphasizes the historic significance of notable locations in Halfmoon. ○ Consider guidelines to protect historic structures and character of historic hamlets in the Town. <p>Committee Member commented that other locations can be noted and promoted in the town with intentions to potentially allow for designations and guidelines – this must be done in consideration and collaboration with residents.</p> <p>Committee Member commented that an inventory can be created of existing historic sites within the Town.</p> <p>Committee Member commented that the Historic Society should be included in finding specific locations and list them as a resource for future growth.</p> <p>Committee Member commented that the idea of what it means to be a “trail” in town needs to be expanded on.</p> <p><u>Recreation</u></p> <ul style="list-style-type: none"> ● Goals: <ul style="list-style-type: none"> ○ Recreation: Provide sufficient, well-located , and fully accessible, active and passive recreational opportunities for all Halfmoon residents. ● Preliminary draft Recommendations: <ul style="list-style-type: none"> ○ Continue to maintain the Town Park and other Town-owned recreation spaces. ○ Ensure accessibility to all Town-owned location that offer recreation space. ○ Maintain inclusion and equity in Town sports and recreation programs. ○ Create a resource-access map that allows residents to learn about recreation opportunities in the Town. <p>Committee Member commented that expanding the Town Park should be included (splash pad, rec center, pickle ball courts, pavilion).</p> <p>Committee Member commented that we can specifically call out locations in the Town.</p>	
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<p>Preliminary Recommendations Discussion Cont'd.</p>	<p>Committee Member commented that the Plan can/should discuss “Green Initiatives”.</p> <p><u>Economic Growth and Sustainability</u></p> <ul style="list-style-type: none"> • Goal: <ul style="list-style-type: none"> ○ Fiscal and Economic Health: Promote diverse development that provides goods and services, employment opportunities, and tax revenues in well-located commercial, office, and industrial districts, compatible with the community’s character and vision for the future. • Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Continue to encourage and support businesses, small and large, to establish and stay in Halfmoon. ○ Survey existing business owners about challenges and opportunities. ○ Emphasize clean light-industrial and locally-owned businesses as staples of the local economy in appropriate areas. <p>Committee Member commented that the term “light-industry” can be limiting, and the Committee should consider “21st Century Industry” instead.</p> <p>Committee Member commented that Agriculture is also industry and the Plan should consider how Halfmoon can find other uses (ie. Agritourism).</p> <ul style="list-style-type: none"> - Focus on the present, not celebrating what used to be. <p>Committee Member commented that the Plan should strive to identify a balance between Agricultural spaces and business practices of farming, and provide tools for agricultural landowners to find fiscal success.</p> <p><u>Infrastructure and Community Facilities</u></p> <ul style="list-style-type: none"> • Goal: <ul style="list-style-type: none"> ○ Community Facilities and Services: Continue to provide and/or support adequate community facilities and services – including fire protection, police protection, emergency services, solid waster collection, education facilities, 	
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<p>Preliminary Recommendations Discussion Cont'd.</p>	<p>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> <ul style="list-style-type: none"> • Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Build partnerships with the Halfmoon-Clifton Park Library to increase access to services and resources. ○ Continue to foster a relationship with Town and County Emergency Services during the site development plan review process. ○ Construct a Community Center that provides an accessible, common meeting space for community events and meetings. <p><u>Infrastructure and Community Facilities Cont.</u></p> <ul style="list-style-type: none"> • Goal: <ul style="list-style-type: none"> ○ 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. • Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Prepare water infrastructure replacement plan to replace and upgrade outdated water infrastructure to maintain adequate and reliable service. ○ Coordinate with Saratoga County to maintain and upgrade wastewater systems as needed. ○ Maintain high standards for required development driven infrastructure improvements. <p>Committee Member commented that accommodations for new homes and electric infrastructure is needed.</p> <ul style="list-style-type: none"> - Talk with utilities companies for a glimpse into the future, from their perspective. <p>Committee Member commented that the Town should continue to bury utilities where appropriate.</p>	
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**Preliminary
Recommendations
Discussion Cont'd.**

Committee Member commented that the Town should look at Staniak Road, Johnson Road, and Leibich Road as examples.

Committee Member commented that the Town should map or inventory future demands on electricity to help plan for sustainability and resiliency in the future.

Housing

- Goal:
 - **Housing:** Provide a balanced blend of quality housing opportunities, including price ranged that are affordable for all income levels and housing types that consider the needs of older residents, young families (first-tome 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.
- Preliminary Draft Recommendations:
 - Continue to support new construction and redevelopment of housing town-wide to support growing demand.
 - 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.

Committee Member commented that the Plan must consider finding the balance of housing types with varying income levels.

Committee Member commented that affordability of senior housing is a major issue currently.

Transportation and Mobility

- Goal:
 - **Transportation and Mobility:** Provide safe, convenient, and efficient transportation options for people and goods within, through, and around the

	<p>Town of Halfmoon, which minimize the impact of traffic on the Town’s character and quality of life.</p> <ul style="list-style-type: none"> • Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Establish and/or maintain pedestrian and bicycle connections between neighborhoods, open spaces, and recreation spaces through sustainable building practices. ○ Support vehicular circulation improvements identified in the previous Comprehensive Plan. ○ Prepare a study evaluating major intersections within the Town through collaboration with neighboring municipalities, Saratoga County and the department of Transportation. <p>Committee Member commented that the Town should consider a Tech bus or other means of Town transportation to coincide with CDTA Bus and FlexBus.</p> <ul style="list-style-type: none"> - Look for potential corporate support. <p>Committee Member commented that public transportation can be better promoted in the Town. To show residents and visitors that there are options present.</p> <p><u>Agriculture, Open Space, and Resiliency</u></p> <ul style="list-style-type: none"> • Goal: <ul style="list-style-type: none"> ○ Agriculture, Natural Resources, and Open Spaces Maintain the viability of existing 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 watersheds, viable farmland, mineral resources, ravines, woodlots, streams, aquifers, wetlands, floodplains, the escarpment, and viewsheds are recognized for their role in drainage, 	
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	<p>water supply, agriculture, aesthetics, recreation, and wildlife habitat.</p> <ul style="list-style-type: none"> • Preliminary Draft Recommendations: <ul style="list-style-type: none"> ○ Offer optional incentive programs to active farms that help to support operations and lower costs. ○ Provide optional incentive programs to conserve open space and habitat. ○ Protect and maintain viewshed of the Hudson and Mohawk Rivers. ○ Complete a Natural Resource Inventory that identifies natural resources within the Town. ○ Increase awareness surrounding open spaces, trails, preserves, boat access, etc. <p>Committee Member commented that Agri-tourism combined with venues that support higher-profit could help alleviate costs to maintain farms and ag spaces.</p> <p>Committee Member commented that boat access means more than just kayaking – make a broader definition.</p> <p>Committee Member commented that the Plan should look at the center of Area 3 and consider the creation of a hamlet. Could potentially be a location to add a dock to attract new businesses that could set up shop in the area.</p>	
<p>Next Steps</p>	<p>Nora Culhane Friedel (MJ) provided an overview of the next steps in the process:</p> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Draft Preliminary Recommendations Review • Draft Community Profile Review • Next Committee Meeting <ul style="list-style-type: none"> ○ New schedule in the new year! 	<p>Preliminary Recommendation “homework” to be sent in the coming days.</p> <p>New committee meeting schedule will be shared before the end of the year with group.</p> <p>Meeting summary and materials will be posted to planhalfmoon.com.</p>

This meeting summary conveys our understanding of the items discussed and agreements reached at this meeting. 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, Comprehensive Plan Update Committee, Town, File

Comprehensive Plan Update Committee (CPUC)

Name	Present
Chair: Richard Harris	<input checked="" type="checkbox"/>
Jeremy Connors	<input checked="" type="checkbox"/>
Paul Hotaling	<input checked="" type="checkbox"/>
Steven Kucskar	<input checked="" type="checkbox"/>
William Herman	<input checked="" type="checkbox"/>
J. Daniel Wojcik	<input checked="" type="checkbox"/>
Joseph Landy	<input checked="" type="checkbox"/>
Donald Roberts	<input checked="" type="checkbox"/>
Nancy Morris	<input checked="" type="checkbox"/>
Deborah Curto	<input checked="" type="checkbox"/>
Lyn Murphy	
Michael Moran	
Peter Bardunias	<input checked="" type="checkbox"/>

Town Representatives & Planning Support

Name	Present
Paul Marlow	<input checked="" type="checkbox"/>

Consultant Team

Name	Affiliation	Present
Jaclyn Hakes, ACIP, Project Manager	M.J. Engineering	<input checked="" type="checkbox"/>
Nora Culhane Friedel	M.J. Engineering	<input checked="" type="checkbox"/>
Jacob Landis	M.J. Engineering	<input checked="" type="checkbox"/>

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