



COMPREHENSIVE PLAN UPDATE

MEETING SUMMARY

Purpose: Comprehensive Plan Update Committee (CPUC) Meeting #5
Date and Time: October 25, 2023, 6:00 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, CPUC member and 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>Scope, Schedule, and Approach</p>	<p>Nora Culhane Friedel (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 • 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 Update</p>	<p>Jacob Landis (MJ) gave a brief overview of the Focus Group meetings that took place from July 31 – August 3, 2023, to the committee.</p> <p>Jacob Landis (MJ) reviewed the key highlights from the Emergency Services Focus Group Meeting with the committee and provided an opportunity for initial reactions and comments.</p> <p>As a reminder, the following Focus Group meetings were discussed in detail during CPUC Meeting #4 in August.</p> <ul style="list-style-type: none"> • History, Culture, Community Organizations – July 31, 2023 • Transportation and Infrastructure – July 31, 2023 • Local and Regional Partners – August 2, 2023 • Parks, Recreation, and Open Space – August 2, 2023 <p><u>Emergency Services – October 5, 2023:</u></p> <ul style="list-style-type: none"> • Ambulances need to be able to keep up with increasing populations. • Want to remain involved in new development, especially in places that may have higher concentrations of people who use Emergency Services. • With new developments, EMS will look to work with the Town to understand potential increases in call volume. • Relationships with the Town and Planning Board has been extremely helpful in 1) forecasting future needs and 2) bringing up concerns and ideas to developers to be proactive. • Fire Department(s) wants to maintain coordination with the Planning Board and Site Review and hold developers to strong standards. • Traffic light control systems are not currently available but would be impactful • Continue to update water infrastructure 	<p>The Emergency Services Focus Group meeting summary will be posted on the project website.</p>

	<p>Nora Culhane Friedel (MJ) provided a Public Engagement Update.</p> <p><u>Upcoming Public Engagement Activities:</u></p> <ul style="list-style-type: none"> • Project Website www.planhalfmoon.com <ul style="list-style-type: none"> ○ Comment form available on website • Public Meeting #3 – Fall 2023 <ul style="list-style-type: none"> ○ Presentation of the vision, goals, strategies, and a future land use discussion. ○ The intent will be to gather feedback from the community at this stage prior to the development of the Draft Comprehensive Plan document. ○ The format of the presentation will be virtual and held by the consultant team (MJ) and will include an interactive poll throughout and a Q&A section. ○ The Town will distribute a press release. The Consultant team (MJ) will send out email blasts and make flyers available. The CPUC will assist with promotion, they are not required to attend but are welcome to. 	<p>MJ Team to send email blast and public meeting flyer.</p>
<p>Preliminary Recommendations</p>	<p>Nora Culhane Friedel (MJ) provided an update on identifying preliminary recommendations/action items to achieve goals and thanked the committee for their feedback provided via email.</p> <ul style="list-style-type: none"> • The Consultant team (MJ) is continuing to prepare and are derived from feedback gathered through: <ul style="list-style-type: none"> ○ Report card exercise (CPUC) ○ Public Meetings ○ CPUC Meetings ○ Focus Group Meetings ○ Committee comments ○ Public Comments ○ Existing Conditions Information 	<p>n/a</p>
<p>Future Land Use Exercise</p>	<p>Jaclyn Hakes (MJ) led an interactive exercise to elicit committee input on where future land use developments should occur for the updated comprehensive plan.</p> <p><u>What is a Future Land Use Map</u></p> <ul style="list-style-type: none"> • Graphic and written representation of potential future land uses • Provides framework and direction for future land use regulations and decision-making in the community 	

	<ul style="list-style-type: none"> • Reflects vision for the community in the future <p><u>A future land use map is a critical component of the Comprehensive Plan.</u></p> <ul style="list-style-type: none"> • 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. <p><u>Where should additional commercial and/or residential development take place? What type?</u></p> <p>From the survey</p> <ul style="list-style-type: none"> • 75% would like to see the preservation of land in Halfmoon. • 44% would like to see a greater focus on sustainability. • 8% want to see more industrial/light manufacturing development. • The common theme from the “Other” category is for slow/careful growth. • 35% would prefer “low-density residential development of single-family housing”. • 33% would prefer a “mix of housing types and price points... individuals and families... variety of income levels”. • The common responses in the “Other” category are: none and affordable senior housing <p><u>Where can public recreation spaces be improved, and connections made? Should agricultural lands be protected in this area of Town?</u></p> <p>From Public Meeting #2</p> <ul style="list-style-type: none"> • Conservation easement programs • Long walking and multi-use trails • From the survey • 73% of respondents value access to outdoor recreation. • Access to local businesses at a close second <p><u>What should occur at gateways?</u></p> <p>From Public Meeting #2</p> <ul style="list-style-type: none"> • Local branding and identity • Traffic calming techniques • Route 9 studies • From the survey 	
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	<ul style="list-style-type: none"> • Respondents expressed concerns over the changing character of Halfmoon (ex. Less rural, “becoming Clifton Park”). <p>The Committee discussed several key land-use topics and highlighted several locations and corridors in the Town that should be focused on during land-use discussions.</p> <ul style="list-style-type: none"> • Open space conservation (balanced with property rights) <ul style="list-style-type: none"> ○ <u>Discussion/Considerations:</u> a range of voluntary conservation tools/incentives for landowners/developers • Residential land uses adjacent to industrial uses (NW corner of town) <ul style="list-style-type: none"> ○ <u>Discussion/Considerations:</u> increasing buffers; impact on tax base and, employment with reduced land zoned for industrial • Small-scale, neighborhood commercial on Route 146 east of Route 9 <ul style="list-style-type: none"> ○ <u>Discussion/Considerations:</u> environmental constraints may limit development; overlay limiting size and scale of development; design guidelines (not requirements) • Hudson River Road <ul style="list-style-type: none"> ○ <u>Discussion/Considerations:</u> Viewshed of Hudson River; design guidelines; setbacks; incentives ○ Emphasis needed on supporting the businesses located along the Hudson River corridor • Trail connections throughout Town <ul style="list-style-type: none"> ○ <u>Discussion/Considerations:</u> Town already trying to connect a spine through town to complete gaps linking to both regional and local existing trails (ex: Zim Smith, canal park – tow path, Champlain canal trail, open space through the middle (nature trails)) • Traffic <ul style="list-style-type: none"> ○ <u>Discussion/Considerations:</u> educating the public about what the town actually is responsible for; challenge with through traffic; traffic studies in different hot 	<p>Consultant team will share this input with the Town Board. At the next public engagement session, future land use input will continued to be gathered.</p>
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	spots throughout town; identify the work the town is actively undertaking or seeking funding to undertake to improve traffic at key locations	
Next Steps	<p>Jaclyn Hakes (MJ) provided an overview of the next steps in the process:</p> <p><u>Public Meeting #3 (virtual):</u></p> <ul style="list-style-type: none"> Monday, November 13, 2023 – 5:00 PM Registration is OPEN at https://www.planhalfmoon.com/engagement <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Draft Community Profile Public Meeting #3 (November 13, 2023 – 5:00 PM) Next CPU Committee Meeting <ul style="list-style-type: none"> 12/7/23 at 6:00 PM 	<p>Committee members are encouraged to promote the public meeting widely and attend if available (though it is not a requirement).</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	
Paul Hotaling	
Steven Kucskar	<input checked="" type="checkbox"/>
William Herman	<input checked="" type="checkbox"/>
J. Daniel Wojcik	<input checked="" type="checkbox"/>
Joseph Landy	

Donald Roberts	<input checked="" type="checkbox"/>
Nancy Morris	<input checked="" type="checkbox"/>
Deborah Curto	<input checked="" type="checkbox"/>
Lyn Murphy	<input checked="" type="checkbox"/>
Michael Moran	<input checked="" type="checkbox"/>
Peter Bardunias	

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"/>