



SECTION
5

Implementation Strategy

Maintaining the momentum established through this planning effort is critical to ensuring that revitalization efforts take hold. This section establishes a concise and actionable implementation plan for advancing the Master Plan project, policies, add programs. The implementation matrix on the following pages identifies key next steps and potential partners and funding sources.

Four critical components to each recommendation were identified during the implementation matrix development: funding, zoning, infrastructure, and collaboration. Focusing on these key components will have the greatest impact on the long-term feasibility of the Master Plan vision.

Funding: Additional funding and technical resources will be necessary to achieve the Master Plan's implementation. The NYSDOS BOA Pre-Development funding is one readily available funding source once BOA designation is formally received. BOA Pre-Development grants can fund necessary engineering and planning studies to advance the plan. The Village and Town should apply for BOA designation upon plan adoption to open up this funding stream. Funding could be used for development and implementation of marketing strategies, development of plans and specifications, real estate services, building conditions studies, infrastructure analyses, zoning and regulatory updates, environmental, housing, and economic studies, analyses, and reports, and public outreach. Other potential agencies that may offer support or incentives for public or private-led projects are identified in the implementation matrix.

Zoning: Both the Village and Town must reevaluate their current zoning codes for consistency with the recommendations in this plan. In the Town, current residential density, parking, screening, and internal

roadway requirements should be revisited. Zoning updates in the Village are needed to reflect the vision identified in this plan and to reflect the current built environment. Village zoning updates should allow for appropriately scaled, context-sensitive infill development, while protecting the Village's critical resources, notably the Battenkill. As noted above, zoning and regulatory updates are an eligible activity for BOA Pre-Development funding. In conjunction with any future zoning update, the potential impacts of additional development on schools, infrastructure, and traffic would be assessed.

Infrastructure: The availability of infrastructure is a key driver of development: absent the extension of water to the strategic sites in the Town gateway, development at the density envisioned by the community and in this Master Plan is not feasible. Adequate sewer infrastructure is also critical to protecting the Battenkill, while allowing waterfront development at the Dunbarton Mill site. Before new development occurs, the cumulative impact of new demand should also be evaluated and planned for.

Collaboration: Developing the Greenwich Revitalization Plan was a collaborative effort between the Village and Town, an acknowledgement that while separate municipalities, they have many shared issues, opportunities, and goals. Implementation of these next steps will require continued collaboration between the Village and Town of Greenwich and establishing an organizational structure capable of facilitating and delivering the Plan's vision. As a first step, it is recommended that a BOA Implementation Committee be established with representatives from the Advisory Committee, Village and Town Boards, Town Planning Board, and local organizations, such as the Greenwich Chamber and Battenkill Conservancy.



IMPLEMENTATION STRATEGY			
RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
REIMAGINING VACANT & UNDERUTILIZED SITES			
<p>1.</p> <p>57-69 MAIN STREET: Construct a mixed-use building with first floor commercial space and upper floor residential.</p>	<ul style="list-style-type: none"> Continue to engage with property owner Zoning update Building demolition Site plan, architectural drawings, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development NYSESD NY Main Street Program 	<ul style="list-style-type: none"> Village Property Owner Greenwich Chamber
<p>2.</p> <p>BRIDGE & MAIN: Reoccupy existing building with complementary commercial use and construct municipal surface parking lot.</p>	<ul style="list-style-type: none"> Continue to engage with property owner Phase II ESA (and remediation, as needed) Archaeology survey Site plan development Building condition study Explore establishing an LDC and/or collaborate with County to subdivide or acquire site Public outreach Parking lot construction Solicit potential tenants 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development USEPA NYSESD NY Main Street Program 	<ul style="list-style-type: none"> Village Property Owner Greenwich Chamber Local developers/Entrepreneurs Washington County
<p>3.</p> <p>1079-1097 ROUTE 29 INFILL DEVELOPMENT: Construct a mixed-use development with internal loop road.</p>	<ul style="list-style-type: none"> Zoning update Archaeology survey Extend water infrastructure Building demolition Financial feasibility analysis and financing plan Site plan, architectural drawings, construction documents, and specifications Traffic impact/sight line analysis Construction 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development NYSESD NY Main Street Program NYS EFC Water Infrastructure Improvement Grants 	<ul style="list-style-type: none"> Town Planning Board Property Owner
<p>4.</p> <p>BIG LOTS PLAZA INFILL DEVELOPMENT: Construct commercial infill buildings and upgrade existing parking lot with pedestrian amenities.</p>	<ul style="list-style-type: none"> Continue to engage with property owner Phase II ESA (and remediation, as needed) Zoning update Site plan, architectural drawings, construction documents, and specifications Market development sites Construction 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development USEPA NYSESD NY Main Street Program 	<ul style="list-style-type: none"> Town Planning Board Property Owner Greenwich Chamber Local developers/entrepreneurs

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
REIMAGINING VACANT & UNDERUTILIZED SITES			
<p>5.</p> <p>GLENS FALLS HOSPITAL INFILL DEVELOPMENT: Construct medical office or senior housing infill building.</p>	<ul style="list-style-type: none"> Continue to engage with property owner Zoning updates Senior housing feasibility study Archaeology survey Solicit potential partners/developers Site plan, architectural drawings, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development NYSESD NY Main Street Program NYS Office for the Aging NYS Office of Mental Health Partnership to Support Aging in Place 	<ul style="list-style-type: none"> Town Planning Board Property Owner Senior housing developer Medical office tenant(s) Private developer
<p>6.</p> <p>DUNBARTON MILL DEVELOPMENT: Construct mixed-use development with residential, accommodations, commercial, and community uses and public waterfront greenway.</p>	<ul style="list-style-type: none"> Phase II ESA Property valuation Building demolition & remediation Explore establishing an LDC Acquire property Zoning updates Extend sewer infrastructure Financial feasibility study Develop and issue RFP Site plan, architectural drawings, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development NYSESD Market New York program NYS DEC BCPCDBG Infrastructure NYS EFC Water Infrastructure Improvement Grants 	<ul style="list-style-type: none"> Village Warren-Washington IDA Greenwich Chamber Battenkill Conservancy CCLR Private developer(s) Washington County
<p>7.</p> <p>VILLAGE HALL REHABILITATION & ACTIVATION: Stabilize building and reoccupy vacant spaces with community uses.</p>	<ul style="list-style-type: none"> Reconvene the Village Hall Task Force Complete the structural assessment Stabilize the building Public outreach Market available space 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development Preserve NY NYSOPRHP Historic Preservation Program Gratz Preservation Services Fund 	<ul style="list-style-type: none"> Village Hall Task Force Greenwich Chamber Greenwich Youth Center
<p>8.</p> <p>MILL HOLLOW REHABILITATION & ACTIVATION: Improve and reoccupy existing vacant residential building.</p>	<ul style="list-style-type: none"> Continue to engage with property owner/purchaser Building condition surveys, including structural assessments Phase II ESA Archaeology survey Extend sewer infrastructure Architectural drawings, construction documents, and specifications Develop a Mill Hollow Neighborhood Plan Market units 	<ul style="list-style-type: none"> NYS DOS BOA Pre-Development NY Main Street Program NYS DOS LWRP CDBG Housing Rehabilitation 	<ul style="list-style-type: none"> Property Owner Village

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
REIMAGINING VACANT & UNDERUTILIZED SITES			
<p>9.</p> <p>9 ELBOW ACTIVATION: Reoccupy existing building with co-working/makerspace/ shared studio space.</p>	<ul style="list-style-type: none"> Building condition survey Phase I ESA Public outreach Financial feasibility analysis and financing plan Extend sewer infrastructure Solicit potential partners/developers Architectural drawings, construction documents, and specifications 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NY Main Street Program NYS EFC Water Infrastructure Improvement Grants NYSDOS LWRP NYSESD 	<ul style="list-style-type: none"> Village Greenwich Chamber Property Owner Battenkill Rail Warren-Washington IDA
<p>10.</p> <p>EDDY PLOW ACTIVATION: Complete building interior renovation, reoccupy ground floor commercial space, construct parking lot on neighboring property, and create waterfront public access.</p>	<ul style="list-style-type: none"> Phase I ESA Archaeology study Zoning updates Reduce hydro lease area Extend water and sewer infrastructure Marketing analysis and market strategy Construction documents and specifications 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NY Main Street Program NYS EFC Water Infrastructure Improvement Grants NYSDOS LWRP NYSESD 	<ul style="list-style-type: none"> Village Greenwich Chamber Property Owners Battenkill Conservancy Battenkill Hydro
<p>11.</p> <p>2536 STATE ROUTE 40 DEVELOPMENT: Construct mixed-use (residential/ commercial) development with an internal connector road to the commercial properties to the south.</p>	<ul style="list-style-type: none"> Archaeology study Zoning updates Building demolition Extend water infrastructure Access agreement(s) to create internal connector road Financial feasibility analysis and financing plan Site plan, architectural drawings, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSESD NYS EFC Water Infrastructure Improvement 	<ul style="list-style-type: none"> Town Planning Board Property Owners
<p>12.</p> <p>ESTABLISH A VILLAGE PLANNING BOARD</p>	<ul style="list-style-type: none"> Solicit public interest Explore potential for a joint Village/ Town Planning Board Update Village Code 		<ul style="list-style-type: none"> Village Town Washington County NYSDOS Local Government Services

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
REIMAGINING VACANT & UNDERUTILIZED SITES			
<p>13.</p> <p>ENCOURAGE HIGH QUALITY, CONTEXT SENSITIVE URBAN DESIGN: Adopt design guidelines along the Village Main Street</p>	<ul style="list-style-type: none"> Public outreach Village Zoning code amendments Design manual development 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NY Main Street Program 	<ul style="list-style-type: none"> Village Property Owners Greenwich Chamber
<p>14.</p> <p>PRIORITIZE EXTENDING WATER & SEWER INFRASTRUCTURE TO KEY SITES</p>	<ul style="list-style-type: none"> Identify and outline potential water and sewer districts around key sites Public outreach Financial feasibility analysis and financing plan Engineering drawings, construction documents, construction 	<ul style="list-style-type: none"> NYSDEC MS4 NYSEFC EPG NYSESD NYSDEC WQIP NYS EFC Water Infrastructure Improvement Grants 	<ul style="list-style-type: none"> Village Town
<p>15.</p> <p>CONSIDER TOWN ZONING UPDATES TO ALLOW ADDITIONAL RESIDENTIAL DEVELOPMENT</p>	<ul style="list-style-type: none"> Public outreach Town Zoning code amendments 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOS LWRP 	<ul style="list-style-type: none"> Town Village Planning Board
<p>16.</p> <p>PROMOTE & ENCOURAGE A GREATER VARIETY OF HOUSING</p>	<ul style="list-style-type: none"> Identify opportunities for mixed-income housing Evaluate Village and Town zoning to identify impediments Town and Village zoning code amendments Evaluate feasibility of incentive programs like tax rebates or expedited permitting. 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NY Main Street Program NYSESD 	<ul style="list-style-type: none"> Town Village NYSDOS Washington County
<p>17.</p> <p>PROMOTE GREENWICH AS A DESTINATION</p>	<ul style="list-style-type: none"> Collaborate with Washington County Tourism to build upon existing events and tourism opportunities Include tourism information on Village and Town websites Identify opportunities for gateway improvements. 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYS Tourism Industry Association Destination Marketing, Management, and Stewardship program Market New York 	<ul style="list-style-type: none"> Village Town Greenwich Chamber Washington County Tourism Battenkill Conservancy Event organizers

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
REIMAGINING VACANT & UNDERUTILIZED SITES			
18. SUPPORT ONGOING REVITALIZATION INITIATIVES	<ul style="list-style-type: none"> Create a redevelopment recognition program to highlight independent revitalization efforts 		<ul style="list-style-type: none"> Village Town Local businesses Greenwich Chamber Battenkill Conservancy
19. SUPPORT REOCCUPANCY OF VACANT COMMERCIAL BUILDINGS	<ul style="list-style-type: none"> Maintain an inventory of vacant commercial sites Market available spaces 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development 	<ul style="list-style-type: none"> Village Town Greenwich Chamber
HIGHLIGHT THE WATERFRONT			
20. ENHANCE & EXPAND ROCK STREET PARK: Expand existing park to neighboring underutilized hydro property and activate with improved waterfront access & programming.	<ul style="list-style-type: none"> Continue coordination with hydroelectric facility owner Public outreach Archaeology study Phase II ESA Explore establishing an LDC and/or collaborate with County to subdivide or establish access easement on hydro property Develop a site plan and construction documents Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSOPRHP EPF NYSDOS LWRP 	<ul style="list-style-type: none"> Village Battenkill Hydro Battenkill Conservancy Washington County
21. DEVELOP A DOG PARK: Construct dog park on Village owned property by Rock Street Park	<ul style="list-style-type: none"> Public outreach Archaeology study Phase II ESA Develop a site plan and construction documents Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSOPRHP EPF NYSDOS LWRP 	<ul style="list-style-type: none"> Village Dog Park Advisory Committee
22. MILL HOLLOW PARK: Create new waterfront park and waterfront access on Village-owned property & neighboring vacant hydro property	<ul style="list-style-type: none"> Continue coordination with hydroelectric facility owner Public outreach Archaeology study Phase II ESA Traffic study of impacts of removing roads Acquire or establish access easement on hydro property Develop a site plan and construction documents Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSOPRHP EPF NYSDOS LWRP 	<ul style="list-style-type: none"> Village Battenkill Conservancy Battenkill Hydro

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
HIGHLIGHT THE WATERFRONT			
23. MILL HOLLOW BOAT LAUNCH: Improve existing public access point with amenities in keeping with Battenkill Conservancy vision	<ul style="list-style-type: none"> Public outreach Confirm site ownership and consider establishing an LDC to acquire site or create public access easement, if needed Archaeology study Phase II ESA Develop a site plan and construction documents Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSOPRHP EPF NYSDOS LWRP 	<ul style="list-style-type: none"> Village Main Care Battenkill Conservancy
24. WATERFRONT GREENWAY: Development of a waterfront greenway to connect the Dunbarton Mill site to the existing trail network at Rock Street Park	<ul style="list-style-type: none"> Public outreach Archaeology study Phase II ESA Conduct a feasibility study Consider establishing an LDC and/or collaborate with County to establish ownership or easements along the right-of-way Develop engineered trail plans, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSOPRHP RTP NYSDOS LWRP 	<ul style="list-style-type: none"> Town Village Battenkill Conservancy NYSDOS NYSOPRHP Washington County
25. ISLAND CONNECTIONS: A series of bridges connecting the Rock Street Recreation Hub to Main Street.	<ul style="list-style-type: none"> Public outreach Archaeology study Consider establishing an LDC and/or collaborate with County to establish ownership or easements along the rights-of-way Phase II ESA Conduct a feasibility study Develop engineered trail plans, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSOPRHP RTP, EPF NYSDOS LWRP 	<ul style="list-style-type: none"> Village Battenkill Conservancy NYSDOS NYSOPRHP Washington
26. MAKE THE BATTENKILL A KEY LOCAL IDENTIFIER	<ul style="list-style-type: none"> Develop a joint Trails and Recreation plan Collaborate with stakeholders like the Battenkill Conservancy, Greenwich Central School, and Greenwich Youth Center. Incorporate the Battenkill into municipal branding and aesthetic when possible 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development Market New York NYSDOS LWRP 	<ul style="list-style-type: none"> Town Village Battenkill Conservancy Washington County Local organizations (Greenwich Central School, Greenwich Youth Center) Trout Unlimited

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
HIGHLIGHT THE WATERFRONT			
<p>27.</p> <p>ADOPT WATERFRONT DEVELOPMENT BUFFERS IN THE VILLAGE: Regulate waterfront development to maintain high water quality and healthy vegetation buffers at the water's edge.</p>	<ul style="list-style-type: none"> Public outreach Village zoning code updates 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDEC WQIP NYSDOS LWRP 	<ul style="list-style-type: none"> Town Village NYSDEC Battenkill Conservancy
ENHANCING CONNECTIONS			
<p>28.</p> <p>FILL SIDEWALK GAPS: Construct sidewalks on south side of Route 29 between Wilson Street and Lincoln Avenue, on Route 40 between Route 29 and the Hannaford access road, and along internal access roads</p>	<ul style="list-style-type: none"> Adopt a local Complete Streets and Road Design policy Town zoning code updates Archaeology study Develop engineered drawings, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOT TAP, STIP A/GFTC TIP NY Main Street Program 	<ul style="list-style-type: none"> Town Planning Board NYSDOT A/GFTC Property owners
<p>29.</p> <p>TOWN INTERSECTION IMPROVEMENTS: Install pedestrian crossing at the Route 29 signalized Big Lots Plaza entry and at the Route 40 Hannaford access road</p>	<ul style="list-style-type: none"> Adopt a local Complete Streets and Road Design policy Review crash data and conduct intersection assessments to identify specific improvements Develop engineered drawings, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOT TAP, STIP, CHIPS A/GFTC TIP NY Main Street Program 	<ul style="list-style-type: none"> Town NYSDOT A/GFTC
<p>30.</p> <p>REDUCE SPEED LIMIT: Extend the Village's 30 MPH speed limit west on Route 29 to Sherman Avenue</p>	<ul style="list-style-type: none"> Adopt a local Complete Streets and Road Design policy Public outreach Review crash data and conduct street audits 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOS TAP, STIP, CHIPS A/GFTC TIP 	<ul style="list-style-type: none"> Town NYSDOT A/GFTC Washington

RECOMMENDATION	KEY NEXT STEPS	POTENTIAL FUNDING SOURCES	POTENTIAL PROJECT PARTNERS
ENHANCING CONNECTIONS			
<p>31.</p> <p>IMPLEMENT MAIN STREET STREETScape PLAN IMPROVEMENTS: The 2019 Streetscape Plan includes improved sidewalks, streetscape elements, pedestrian crossings, and access management on Main Street between Academy/Church Street and Bridge Street.</p>	<ul style="list-style-type: none"> Adopt a local Complete Streets and Road Design policy Consider tactical urbanism approaches for immediate temporary improvements Develop engineered drawings, construction documents, and specifications Construction Collaborate with businesses and stakeholders along Main Street to sponsor additional streetscape amenities and maintenance 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOT TAP, STIP, CHIPS NY Main Street Program A/GFTC TIP 	<ul style="list-style-type: none"> Village NYSDOT A/GFTC Washington County Property owners
<p>32.</p> <p>RECREATIONAL RAIL USE: Introduce recreational uses (rail bikes, rail trail, or trail-with-rail) on the Battenkill Rail, prioritizing the underutilized section west of the rail yard.</p>	<ul style="list-style-type: none"> Public outreach Continued collaboration with rail owner and operator Phase II ESA Feasibility analysis Consider establishing an LDC or work with County to establish access agreement(s) Develop plans, construction documents, and specifications Construction 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOT RTP 	<ul style="list-style-type: none"> Village Town Battenkill Railroad Northeast NY Rail NYSDOT RTP Washington
<p>33.</p> <p>STUDY AREA GATEWAY IMPROVEMENTS: Add screening and reduce curb cuts at the Suburban Propane gateway site</p>	<ul style="list-style-type: none"> Adopt a local Complete Streets and Road Design policy Continued coordination with property owner Zoning code updates (screening requirements and curb cuts) Continue to explore potential relocation sites 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NY Main Street Program A/GFTC TIP 	<ul style="list-style-type: none"> Town Planning Board Property owner A/GFTC
<p>34.</p> <p>WAYFINDING SIGNAGE PROGRAM: Install consistent wayfinding signage throughout the study area, as envisioned in the 2019 Streetscape Plan</p>	<ul style="list-style-type: none"> Public outreach Identify signage locations and typology Coordinate with property owners Develop signage specifications Install signage 	<ul style="list-style-type: none"> NYSDOS BOA Pre-Development NYSDOT EPF Market NY 	<ul style="list-style-type: none"> Town Village Greenwich Chamber Battenkill Conservancy



APPENDIX
1

Community Participation Plan

Greenwich Brownfield Opportunity Area (BOA) Nomination Study

DRAFT – COMMUNITY PARTICIPATION PLAN

1.1 INTRODUCTION

Public participation is a key element of any successful land use and zoning development strategy. This Community Participation Plan is intended to help clarify (1) the responsibilities of the Village and Town of Greenwich, the Consultant Team (Chazen Companies in partnership with WXY and Sidekick), and the Steering Committee (collectively referred to as the “Project Team”); and (2) the methods by which the public will be informed of and engaged in the Greenwich Brownfield Opportunity Area (BOA) Nomination Study. The Community Participation Plan identifies a variety of forums and outreach mechanisms to engage all interested persons in the development and preparation of the Study.

1.2 INVOLVED STAKEHOLDERS

For the duration of the project, the Project Team will strive to interact with many different groups of people from a variety of backgrounds. These groups will likely include:

- Elected and government officials: These individuals perform a variety of tasks, including representing the community’s interests, administering local statutes, and receipt/ownership of all BOA products. Because of these factors, it is important for elected officials to be actively engaged throughout the planning process. The type of elected officials involved will include (but not be limited to) the Mayor of Greenwich and members of the Village Board of Trustees and the Town of Greenwich Supervisor and members of the Town Council. Other government officials to be included in the planning process include County and State representatives and State agencies (e.g., NYS Department of State (DOS)).
- Community groups, organizations, and non-profits: These groups serve many functions in the community. These groups can be informal or formally recognized entities. Examples of groups that work in the Village and Town of Greenwich and the surrounding area that may have direct interest in the BOA Nomination Study include, but are not limited to:
 - Battenkill Conservancy;
 - Greenwich Chamber of Commerce;
 - Comfort Food Community;
 - Trout Unlimited;
 - Greenwich Free Library;
 - Washington County Industrial Development Agency (IDA);
 - Adirondack Regional Chamber of Commerce;
 - Adirondack/Glens Falls Transportation Council (AGFTC); and
 - Washington County Local Development Corporation.

- Property and business owners: The BOA Nomination Study planning process will include discussions regarding current and future land use and reuse policies and concepts. As a result, property and business owners (direct stakeholders) associated with lands identified in the Study will be encouraged to actively participate in the planning process.
- Developers: The BOA Nomination Study planning process will include discussions with interested and prospective developers. These discussions will allow project consultants to ground truth, generate interest, and provide an opportunity for developers to engage in a facilitated dialogue and actively participate in the planning process.
- General public: There are likely to be topics raised during the planning process that require input from the community as a whole. To facilitate this communication process, a specific number of public events will be held to discuss the BOA Nomination Study and the future of the sites. The general public should be involved in the process so that they can provide valuable insight on current land use, gain information on the Study, and provide input and their ideas about a vision to local leaders and the Project Team.

1.3 ROLE OF THE STEERING COMMITTEE

The Steering Committee has been established to assist in the preparation of the Greenwich BOA Nomination Study. The Committee consists of elected Town and Village officials, residents, landowners, and business owners. The Committee will serve in an advisory capacity to contribute, review, and provide comments on documents and presentations prepared in association with the Study. A Steering Committee “kickoff meeting” was held in March 2021 to explain the BOA Program and the project’s intent and scope and to solicit initial input on the Study. Additional Steering Committee meetings will be held throughout the BOA Nomination Study planning process. Analyses of the BOA study area, identification of the Study vision and goals, review of strategic brownfield sites (abandoned and underutilized properties), and developing and reviewing building and site reuse plans will occur at each of the meetings. The Steering Committee will be the primary group guiding the preparation of all planning documents.

1.4 PUBLIC OUTREACH COMPONENTS

Public involvement is a central component that will directly influence the outcome and success of the project. Communicating project goals to stakeholders will therefore be an important consideration. The BOA Nomination Study planning process will include a variety of tools and methods to ensure that all interested parties receive adequate notice of project events and important project benchmarks and are made aware of draft materials that require review.

The following tools and methods will be used to achieve this public engagement goal:

- Visioning Survey
- Subcommittee and Focus groups
- Stakeholder Interviews
- Public Events
- Additional outreach strategies:

- Village website “Worth Noting” section - [Worth Noting - Village of Greenwich](#)
- Village Facebook page - [Village of Greenwich - Home | Facebook](#)
- Town Facebook page - [Town of Greenwich NY Government - Home | Facebook](#)
- Print Media
- Posters/flyers
- Greenwich Free Library

1.4.1 Visioning Survey

A short Visioning Survey will be made by the project consultants (via Survey Monkey) to introduce the project to the larger community, gather public input, and receive initial feedback regarding current and future land use. The Visioning Survey will ask members of the Greenwich community questions regarding their likes and dislikes in the Town and Village, adequacy of amenities and services, ideas for investment, as well as a community vision. This Visioning Survey will launch at the summer Whipple City Festival, be posted on the Village’s social media page, and available in hard copy format at the Greenwich Free Library.

1.4.2 Subcommittees/Focus Groups

Subcommittees/Focus groups will occur at the onset of the planning process, with roundtable discussions expected to be focused on the following areas:

- Dunbarton Mill Subcommittee, which will focus on new opportunities and visioning for the Dunbarton Mill site.
- Waterfront Subcommittee, which will focus on opportunities for physical and visual access and connectivity to the waterfront.
- Roundabout/Gateway Subcommittee, which will focus on complete streets and multi-modal transit and accessibility into the Village and Town.

Interested Steering Committee members will be invited to join these Subcommittees/Focus Groups, as well as stakeholders applicable to each focus area (e.g. property owners, developers, non-profit organization, etc.).

1.4.3 Stakeholder Interviews

Key persons identified by the Steering Committee will be interviewed throughout the BOA Nomination Study planning process. Interviews will be conducted by telephone and virtually. The results of these interviews will be summarized. Stakeholder outreach may include residents, property owners, business owners, local and regional developers, community groups/organizations, and non-profits.

1.4.4 Public Events

Public events will occur at key milestones during the planning process, including project start/visioning; strategic site recommendation development; and the draft and final plan presentations, to heighten awareness of the project and gather community interest. To expand public outreach and engagement, an effort will be made to hold these public project events at existing public events (e.g., Lighted Tractor Parade, Whipple City Festival, Halloween Parade).

1.4.4.1 Project Visioning

The first public event will be for project visioning. At this event, a public visioning survey will be launched and the public will have an opportunity to identify key priorities in a mapping exercise. The public feedback from this event will inform the project's Vision and Goals.

1.4.4.2 Strategic Site Recommendations

The second public event will be to gather input on the strategic site recommendations. At this event, information about each of the sites will be provided, and potential improvements and opportunities for reuse or redevelopment will be discussed. The public feedback from this event will be used to refine the strategic site recommendations.

1.4.4.3 Draft Nomination Study Presentation

A public information meeting will be held to present the draft Greenwich BOA Nomination Study. The Steering Committee will review and approve the Nomination Study prior to the public information meeting. The public will be given an opportunity to review and provide input on the draft recommendations either in person at the public workshop or in writing before, during, or after the public workshop. Public comments received will be considered and incorporated into the Study, as necessary and appropriate.

1.4.4.4 Final Nomination Study Presentation

1.4.5 The Final Nomination will incorporate public input from the draft nomination study presentation, DOS, and the Steering Committee. The Final Nomination will be presented at a Village Board meeting and Town Board meeting for public comment prior to Village Board and Town Council adoption. **Additional Outreach Strategies**

1.4.5.1 Village and Town Websites and Social Media

Information related to the planning process will primarily be posted on the Village's website ([Projects - Village of Greenwich](#)) as well as the Town's and Village's Facebook pages. The website will help to:

- Share content with the public (i.e., project scope, maps, concepts and plans, pictures, links, etc.);
- Public outreach (i.e., public workshop announcements, self-guided site tours, etc.);
- Obtain public input (each post/page will include information on how to provide comments); and
- Conduct online surveys (i.e., Survey Monkey)

1.4.5.2 Print Media

Information related to the planning process will be published in the local print media, including the Greenwich Journal-Salem Press. Notices of all public meetings will be published in the local print media, including information on the time and location of all meetings, resources for obtaining additional information on the BOA Nomination Study, and methods for providing comments/input.

1.4.5.3 Postings/Flyers

Information related to upcoming public meetings will be distributed for posting in the Greenwich Free Library and willing business storefronts. The flyers will also include information for the public to learn more about and provide input on the BOA Nomination Study, if unable to attend the public meetings.

1.4.5.4 Greenwich Free Library

In an effort to encourage public outreach, hard copies of all project-related materials will be made available at the Greenwich Free Library.



DOS Scoping + Kick-Off Meeting Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: January 25 at 2:00 PM
Meeting Location: MS Teams
Summary Writer: Norabelle Greenberger
Issue Date: February 1, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Tanushri Kumar	NYSDOS
Pamela Fuller	Mayor, Village of Greenwich
Donald Ward	Supervisor, Town of Greenwich
Jane Dowling	Clerk, Village of Greenwich
Norabelle Greenberger	Chazen Companies
Chris Round	Chazen Companies

Summary:

Discussion

- Chazen provided an overview of the NYSDOS’s BOA program. Mayor Fuller asked about the designation process when two municipalities are involved. Chazen clarified that each municipality would independently decide on whether to adopt the BOA Nomination Plan and that their decisions were not dependent on one another. Chazen indicated that one SEQR document would be prepared to cover both municipalities’ Plan adoption.
- Chazen provided an overview of the project scope and indicated that many of the process specifics are developed in consultation with the Steering Committee.
- Chazen discussed the key areas that were identified in the grant application and asked for feedback, additional information, and progress updates from the Mayor and Supervisor.
 - Dunbarton Mill: Mayor Fuller clarified that the Village applied two years in a row for EPA BOA funding and reiterated the need to find a way to fund a site assessment. DOS acknowledged the importance of the site and asked to see previous reports to get a sense of the order of magnitude scope/cost. Mayor Fuller also noted that the Village has limited wastewater infrastructure that serves properties on the Battenkill and that extending wastewater to Dunbarton would need to be considered to incentivize its redevelopment.

APPENDIX
2

Meeting Summaries

- Roundabout: Supervisor Ward indicated that the Town is currently undertaking a study evaluating extending Village water along Route 29/Main Street, to the circle, and continuing west to Middle Falls. The study is evaluating if the Village has sufficient capacity to accommodate the extension. The Town is also looking into whether sewer infrastructure could be installed concurrently along the corridor. Existing uses along the corridor all currently have their own on-site wells and septic. The Town is also looking into the idea of constructing housing (both multi-family and single-family) from the roundabout east to Meader Road.
- Main Street: Mayor Fuller provided further details on the water project, clarifying that it is a DOH-mandated project that includes increasing capacity by drilling two new wells. Construction is expected to begin in spring 2021.
- Chazen presented the overall project schedule and next steps.
- Chazen, DOS, the Mayor, and the Supervisor discussed the makeup of the Steering Committee. Mayor Fuller presented her initial list of members. DOS suggested including someone in the housing area (either someone interested in developing housing or a resident) given that potential focus area for the roundabout/Town portion of the project. DOS asked if there were any civic groups or non-profits that should be included. The group discussed the size of the Committee.
- Mayor Fuller asked about accessing privately owned sites. DOS and Chazen clarified that the project does not require private site access; the goal is to identify next steps. Environmental assessments could be conducted through BOA Pre-Development funding once designated.
- DOS stressed the importance of keeping an eye on the end goal of the process (designation, and then implementation) and the importance of making the plan a useful document that positions the municipalities for future funding. This can help prioritize where to focus efforts in the inventory/analysis and market analysis.
- DOS asked about the status of the advance request. Chazen indicated that it had been submitted (via mail). DOS requested an emailed copy.

Action Items

1. Chazen will set up Chazen sharefile – *completed*
2. Village Clerk will upload 2017 Dunbarton study to sharefile – *completed*
3. Chazen will forward a copy of the Jan 8th advance request to DOS by email - *completed*
4. Chazen will send the list of potential committee members to the Mayor and Supervisor. – *completed*
5. Mayor Fuller and Supervisor Ward will contact potential committee members to gauge interest and provide their contact information to Chazen.
6. Chazen will reach out to committee members to set up the first meeting for early March.
7. Chazen will engage MWBE firm.
8. Chazen will begin initial inventory and analysis.

Meeting adjourned (2:45 PM)

BOA Advisory Committee Meeting #1 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: March 10, 2021 at 3:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: March 16, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Tanushri Kumar	NYSDOS
Pamela Fuller	Mayor, Village of Greenwich
Donald Ward	Supervisor, Town of Greenwich
Jill Tefft	Trustee, Village of Greenwich
Jeff Duxbury	Board Member, Town of Greenwich
William Tompkins	Planning Board Chairman, Town of Greenwich
Tom Graves	Business Owner, Town of Greenwich
Lorraine Ballard	Executive Director, Battenkill Conservancy
Andy Kelly	Village Attorney, Village of Greenwich
Norabelle Greenberger	Chazen, A LaBella Company
Ethan Gaddy	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Summary:

Discussion

- Chazen provided an overview of the NYSDOS’s BOA program and how the planning process would facilitate the realization of the vision & goals laid out in the BOA nomination. Ms. Kumar spoke about the Department of State (DOS) grant’s goal to revitalize communities across the state to their full potential.
 - Chazen provided an overview of the benefits behind receiving NYS funds and grant assistance as a designated BOA:
 - Priority & preference for NYS grants and other financial assistance
 - Removes risk & uncertainty
 - Eligibility for remediation funding in the future - Brownfield cleanup program tax credit (up to 5% if the development conforms to the BOA plan)
 - A committee member asked about the success rate for designation, to which Chazen responded that the Village and Town were already awarded DOS funding (a competitive



- process) and that acquiring BOA designation would not be a competitive process. Ms. Kumar indicated that the timeline for designation after a Nomination plan is complete is typically 3-6 months.
- A committee member asked if there is a mechanism where you can amend a plan after the Town and Village approves it. Chazen and DOS indicated that there is some degree of recognition that plans and circumstances will change locally and that recommendations are varied – the final approved plan does not need to be an exact building envelope, and allowing flexibility can be considered in developing the recommendations.
- Chazen provided an overview of the project background, project scope, BOA nomination process, revitalization plan, Chazen’s role on the project, steering committee involvement, community outreach, and what the BOA nomination would include:
 - Previous, Current & Future Recommendations
 - Chazen reiterated that planning insights would not be new, but rather built from community insights and previous recommendations outlined in the Town’s Vision Plan, 2017 Phase II ESA & 2019 community outreach for the Dunbarton Mill Site, 2019 Village Main Street Streetscape Plan, and more.
 - Scope of Work
 - Chazen will provide an in-depth and thorough description and analyses for the Committee that would include existing conditions, community assets, opportunities, and reuse potential of strategic brownfields sites that could become catalysts for revitalization.
 - Chazen along with the Committee will identify strategic brownfield, vacant or underutilized sites/areas, such as the Dunbarton Mill site, the Route 29/Route 40 roundabout, and the Main Street corridor.
 - Chazen along with the Committee and the public will develop recommendations for future uses and actions.
 - Schedule
 - Chazen stated that achieving a BOA designation would be approximately a 12-month process. This will include committee and community meetings, public outreach, drafting a plan – inventory & analysis, recommendations, and reviews.
- Chazen asked the steering committee about their vision for the project and any goals they would like to achieve.
 - Collaboration and communication between the Village and Town.
 - The need for a gateway into the Town/Village.
 - To see several key sites integrated with the whole Village and Town.
 - Engage business owners and developers to the town, and attract developers, with resources spread thin.
 - Chazen noted their past success holding developer forums and the importance of having a clear vision to incentivize development.
 - Chazen noted that slip sheets on key properties could be prepared as part of the planning process.

- The importance of not separating the experience in either the Village or Town but having a unified community character that seeks to benefit both (with uses appropriate for each), while still retaining a small-town feel.
- The importance of creating public awareness about the BOA process and engaging with the public early in the process.
- The desire to attract and retain residents, businesses, jobs, etc. and to find the appropriate balance of uses that will complement community and also facilitate economic growth.
- Chazen asked the steering committee about issues and opportunities in the study area and potential key sites. Chazen took notes virtually on a map of the BOA study area, while the steering committee voiced their ideas and concerns:
 - Dunbarton Mill:
 - This site as a primary focus and an important site in the Village.
 - There was previous discussion in the Village of developing a hotel on this site but the need to ground any recommendation in economic feasibility (i.e., whether any hotel developer would be interested).
 - Chazen noted that a market analysis will be prepared as part of the BOA Nomination and that more site-specific economic feasibility studies (e.g., pro formas) could be prepared, if feasible within the project budget and desired by the committee.
 - The Village has been pursuing acquiring the site through eminent domain, however this cannot proceed without a more concrete understanding of the site’s environmental contamination and costs to address. The Village previously applied unsuccessfully for funding to take this next step through the EPA Brownfield Program. This member asked the committee to test for potential contamination on this site, as it was industrial use.
 - Chazen noted that testing would not be conducted as part of this planning process, but that this work could be undertaken through DOS BOA funding once designated.
 - Given the site’s size, there is potential for both public space and private developers coming up with uses for the site.
 - The property is currently zoned for industrial. The zoning will likely need to be updated.
 - Chazen noted that they will be having structural engineers visit the site to determine which buildings are reusable.
 - Roundabout Gateway/Suburban Propane:
 - This site is underutilized (the property is said to only use 20% of the property currently), undervalued, and currently utilized for tank storage.
 - Methods to attract developers that would successfully approach this site and its potential should be explored.
 - A developer offered to purchase the site several years ago and resell it for business, but the current property owner did not accept the offer.

- The Town's commercial zoning district encourages density, and that a lot could go into the development of the site if there was an interest.
- The potential for the current property use relocate should be explored, including identifying another viable spot that could accommodate the use.
- A committee member asked what is under the site; and, if there is contamination in the soil. This member stated that previously a gas station existed on the corner and to assume contamination.
 - Chazen noted that as part of this plan, they would look at records for tanks, spills, remediation, and any issues that may indicate contamination on the site (and throughout the BOA).
- The committee was interested in how a recommendation for remediation could be achieved in the case of redevelopment. Chazen stated that a remediation would be recommended if there was any indication of potential soil contamination.
- Property owners at the Roundabout and north along Route 40 have been consolidating parcels in recent years. These owners should be engaged in the process to better understand their plans for the properties.
- Former Kmart Plaza:
 - A gas station was located on a portion of the site in the 80s, and it is unclear if underground storage tanks (USTs) were properly removed.
 - There is a major opportunity to engage with the site owners to explore increasing density, as the parking lot is too large for the parking demands of the site uses. There has been increasing interest among mall developers to increase density and introduce a greater range of uses (including residential) in recent years.
 - The committee expressed their worry that about the site only having big box stores, rather than locally owned businesses.
- Former Cumberland Farms:
 - This site is currently vacant, a there is no information on what is happening on the site. A committee member suggested that Chazen reach out to a representative of the property owner to get more information on the site.
 - The tanks and gas pumps are still on the site and it is unclear what ownership is planning to do with the tanks on this site. The tanks are a liability, so removing the tanks would be in their best interest.
- Rock Street Park:
 - The park is underutilized and not much is happening on the site.
 - The park is difficult to access, as residents are unable to cross the river directly to get to the site.
 - It is a great recreational boating access point.
 - The status of the trails that previously lead to the east of the park is unclear.
- Other Sites:
 - The beekeeping store that currently operates from a large parcel in the BOA study area is planning to relocate to Easton

- The former tavern by the Dunbarton site is currently used as apartments and is a key entry point to the Dunbarton site.
- The railroad area should be considered as a potential site for redevelopment, as it may be available at some point. The owner recently fixed the underpass but can't have trains go over due to limited resources to fix the bridge. With the exception of that area, the remainder of the railroad tracks property within the BOA study area is at-grade.
- The former Eddy Plow Works building is a 7-acre parcel within the BOA and along the waterfront, of which a portion is leased to hydro (1/3rd of properties each). This property is under contract; however, the committee is unsure of what the plans are for the property.
- Dams:
 - There are multiple dams in the study area.
 - The dams were beginning their FERC relicensing
 - It is important to involve the dam owners so that they are aware of the vision and potential investment being made.
 - Interest in showing the advantages and disadvantages of the active hydro uses.
 - The Village previously discussed potential purchasing the hydro facilities, but it did not make sense from an economic perspective. Other uses could be more economically advantageous for the property owner and for the Village.
- Infrastructure:
 - Broadband is generally available throughout the study area.
 - There is a natural gas line along Rt.29 that follows the location of the paper mills. The Village and Town have discussed with Natural Grid about extending natural gas to adjacent streets but, to date, they have not been open to making any extensions.
 - The Village and Town are currently working with an engineering firm to explore the feasibility of a potential extension of the Village water lines up Route 40 to the roundabout. The Village has confirmed that they have capacity.
 - Chazen noted that one component of the inventory and analysis will be mapping and describing existing infrastructure.
- Existing Village Zoning:
 - The Village's existing zoning had made majority of the lands non-conforming, and there are outdated provisions in the Village's Zoning Code.
 - Chazen is in the process of preparing a targeted zoning code update to implement the Main Street recommendations from the 2019 Streetscape Plan. Chazen asked the committee to think about zoning code improvements during the planning process, and to focus on what is needed for the site to gain approval.
- Natural Resources:
 - The committee noted that constraints such as wetlands, steep slopes, and flooding should be inventoried.
- The committee discussed public engagement. Chazen noted that they will be initiating Main Street business owner calls as part of the market analysis and will also be providing the Village and Town

with information to post on their respective websites. Chazen indicated that the committee will be developing the stakeholder engagement strategy at the next meeting. The committee provided some preliminary ideas:

- Identify local people and businesses who would want to be involved in the BOA.
 - Mayor Fuller (Village) and Supervisor Ward (Town) participating in interviews with the local newspapers, information and regular updates on the Village’s and Town’s websites, and joint meetings with the public and Town/Village.
 - Involving the public early to help formulate visions and goals. The members stated that they did not want the public to just react to proposed recommendations but be active participants in providing and formulating the recommendations along with the committee.
- Chazen discussed the other consultants that will be a part of the planning process and when they will become involved:
- WXY architecture + urban design, a NYC-based firm, will be assisting in the master planning of the Dunbarton site, including joining for some committee meetings, participating in public engagement exercises, and a site visit.
 - Sidekick Creative, a local Glens Falls marketing and design firm will be assisting in preparing the final report and visuals, including an executive summary for the project and slip sheets on key properties.

Action Items

1. Chazen will reach out to committee members, coordinate, and send out potential dates to set up the second meeting two to three months from now.
2. Committee members will send contact information of key main street owners from the Village and Town (and community) to add to the already compiled list on file from 2019 outreach.
3. Chazen will coordinate with Village and Town to notify the public of the BOA and concurrent zoning update.
4. Chazen will prepare the initial inventory and analysis and market analysis, including business owner outreach.

Meeting adjourned (4:30 PM)

BOA Advisory Committee Meeting #2 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: May 25, 2021 at 2:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: March 28, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Tanushri Kumar	NYSDOS
Pamela Fuller	Mayor, Village of Greenwich
Donald Ward	Supervisor, Town of Greenwich
Jill Tefft	Trustee, Village of Greenwich
Jeff Duxbury	Board Member, Town of Greenwich
William Tompkins	Planning Board Chairman, Town of Greenwich
Tom Graves	Business Owner, Town of Greenwich
Lorraine Ballard	Executive Director, Battenkill Conservancy
Andy Kelly	Village Attorney, Village of Greenwich
Caitlin Vollmer	Zoning Board Member, Village of Greenwich
Jane Dowling	Clerk, Village of Greenwich
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen provided an overview of the inventory & analysis.
- Chazen reviewed the study area’s demographics, which were based on 2010 census data and ACS data. Chazen stated that they will update the demographics information based on the new 2020 census data, as some of the ACS population data appears to be inaccurate.
- Chazen reviewed the study area’s land use and zoning. Chazen stated that it is important to note that the Village does not have a Planning Board or Site Plan Review.
 - Chazen emphasized that the Town already includes a commercial district along Route 29, which aims to create a pedestrian friendly mixed-use corridor; however, this vision is not seen or implemented in the actual study area. Chazen suggested that the Committee think about the other ways to encourage mixed-use development as part of the BOA planning process, as the district’s values align with the Committee’s vision.



- Chazen reviewed brownfield, abandoned, and vacant sites within the study area location, and which sites would likely require Phase 1 testing.
- Chazen reviewed the differences between vacant, abandoned, and underutilized sites, and identified them within the study area map.
 - o Chazen reviewed the abandoned and underutilized site document that they will provide the Committee to review. Chazen asked that the Committee confirm that the sites are correctly identified and provide additional sites that fall into these categories if need be.
- Chazen reviewed land ownership patterns within the study area.
- Chazen reviewed parks and open space and noted that the Committee should think about whether recreation infrastructure is adequate to serve the Town portion of the study area, when considering increased housing in the area. Future trends indicate that there will be a larger younger demographic in the study area; hence, Chazen noted that the Committee will need to evaluate if future needs for more actively programmed spaces would be met.
 - o Committee confirmed that the Village property close to the kayak launch area is cleared but nothing has been done there. A plan for improvements was made, but no improvements were made.
- Chazen reviewed historical and archaeological resources within the study area.
 - o A committee member asked if it was possible to identify the type of remains or deposits that were found (the reasons behind the archaeological sensitivity areas defined by SHPO). Chazen stated that they would review SHPO's online system to see if this information is available.
- Chazen reviewed existing transportation systems within the study area. The Committee confirmed that the railroad in the study area is currently inactive and trains cannot use the Battenkill overpass bridge. (Portions of the rail to the east are being used.)
 - o Chazen stated that the underutilized rail line is envisioned as a "potential trail corridor" in the Statewide Greenway Trails plan. This could provide an impetus for other land uses that could support the greenway trail, which the Committee should explore as part of the BOA planning process. The rail lines are of interest to the Committee in terms of providing public access to the waterfront.
 - o A committee member stated that the Battenkill railway owns the land within the tax parcel but not the actual rails. NE railroad is the nonprofit that leases the right to store the cars on the tracks and has a contract with the State of NY.
- Chazen reviewed water and sewer system infrastructure.
- Chazen noted that the two hydroelectric facilities are not active and not operational, and the Committee should consider (as part of the BOA planning process) whether they want to continue hydro operations on these sites, or an alternate use.
 - o A Committee member described the current status of the hydro facility's relicensure and encouraged the Village (and community members) to submit any questions or concerns about the facilities by July 5, 2021. They stated that this would be an opportunity to make the licensing agencies and hydro company aware of Committee requests. This Committee member stated that the hydroelectric facility owners have not done anything to enhance its properties for public access, and that it is important to make them aware of the Greenwich streetscape plan, and the Village's interest in creating waterfront access.

- o The Committee also identified the lack of signage at the dams to facilitate landward connections around the dams.
- o The Committee stated that the hydroelectric facilities produce very minimal alternative energy and require answers regarding what the purpose of the facility is, and the financial assistance required to maintain it.
- Chazen reviewed natural resources/environmental features.
 - o Chazen provided examples of planning implications of being above a principal (high yield) aquifer. The committee noted that the Village's wells are in the principal aquifer. The committee also noted the current presence of on-site septic systems above the aquifers.
 - o Chazen stated that most of the soil in the study area is suitable for most types of development, such as residential, commercial, and passive recreation development. Some soils may provide limitations based on soil type as well. NAC soil, located along Meader Road, is a difficult soil type for development, due to its shallow depth of bedrock. This limitation should be considered when thinking of potential future uses on the site, considering the existing business on the property is in the process in relocating.
- Chazen reviewed the economic and market analysis of the study area.
 - o The Committee asked Chazen if any studies had been done indicating the number of Airbnb units in the Village. Chazen responded saying that there are three Airbnbs within the study area (based on a March 2021 review), but this might be an underrepresentation.
 - o A Committee member noted that the leakage analysis could be interpreted differently: rather than focusing on filling existing gaps, existing businesses that are here can represent a hub that can be built upon.
 - o The Committee noted that the Town is already a commercial hub for southern Washington County.
- Chazen reviewed potential methods of public engagement:
 - o Online engagement
 - o Stakeholder outreach
 - o Visioning event at Whipple City Days + survey
 - o Subcommittees/working groups
 - o Self-guided study area tour
 - o Other committee ideas
- The Committee provided the following feedback on the engagement methods:
 - o The Committee requested Chazen to post large parcel maps of the study area at key locations (Village Hall, Library, etc.) in the Village for the public to review. Chazen stated that they can print and mail parcel maps for the Committee, and also post maps at the Village Library and other key locations as part of the public engagement piece.
 - o A Committee member mentioned publishing another article about the project in the Village newspaper. The article could comprise of information about the steering committee, committee roles and responsibilities, work done thus far, and public engagement. The Committee agreed that this would be a great idea, and Chazen stated that they would work with the Mayor on this article.
 - o A Committee member stated that the library is doing their grand reopening at Whipple City Days, and that Chazen could possibly post project-related information at the library

for the public to view. Chazen stated that this would be a great idea, and that they would have a booth at Whipple City Days, and that they intend on having notepads, surveys, and an interactive activity for public to provide input on the project. Chazen said that they would use the library as a key resource to leave project related materials.

- A Committee member stated that Chazen should provide a disclaimer in the project material stating that the project is part of a grant, and therefore lead to a particular outcome. The end result of the planning process will not result in sweeping changes, but instead a set of clear results from their input and feedback. The Committee made it clear to provide the public with realistic expectations of the project.
- Chazen suggested that three subcommittees should be made for focus groups:
 - Waterfront Committee
 - Dunbarton Site Committee
 - Roundabout/Gateway Committee
- Chazen stated the importance of engaging different interest groups, recreational groups, neighboring committees, etc. into these focus groups, to gather a wide perspective of needs to inform the project.
- Chazen noted that WXY will be conducting a site visit of the Dunbarton property on June 29 and that committee members are welcome to attend.
- Chazen stated that the next committee meeting will be in July/August. A meeting date and time will be sent closer to the meeting date.

Action Items

1. Committee will **by June 8, 2021**:
 - a. Send feedback on inventory and analysis.
 - b. Indicate interest in participating in the June 29th WXY site visit.
 - c. Provide Chazen with contacts and information regarding people/groups/parties that would be interested in participating in the subcommittees, focus groups, and stakeholder meetings.
2. Chazen will:
 - a. Draft a community and stakeholder participation plan.
 - b. Conduct the 1st public event at Whipple City Days on June 19, 2021. Here, Chazen will have a dedicated booth, where they will provide project information and hand out surveys for the public to take.
 - c. Share project related information and outreach to put on the Village’s facebook page.
 - d. Provide and post project materials at the Library during Whipple City Days. (Chazen will use the library as one of the key public sites to disseminate information and public outreach regarding the project).
 - e. Provide more detailed information on the June 29 site visit time.
 - f. Complete the Dunbarton building structural assessment report.

Meeting adjourned (3:47 PM)

BOA Advisory Committee Meeting #3 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: August 3, 2021 at 1:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: August 10, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Lesley Zlatev	NYS DOS
Pamela Fuller	Mayor, Village of Greenwich
Donald Ward	Supervisor, Town of Greenwich
Jill Tefft	Trustee, Village of Greenwich
Jeff Duxbury	Board Member, Town of Greenwich
William Tompkins	Planning Board Chairman, Town of Greenwich
Lorraine Ballard	Executive Director, Battenkill Conservancy
Andy Kelly	Village Attorney, Village of Greenwich
Jane Dowling	Clerk, Village of Greenwich
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen introduced the new DOS representative, Lesley Zlatev.
- Chazen provided an overview of what has occurred since the 2nd Committee meeting:
 - Inventory & analysis updates
 - Chazen stated that they are waiting for census data to be released this fall to confirm Greenwich’s population data.
 - Greenwich Public Participation Plan
 - Whipple City Days – public outreach event
 - Visioning Survey
- Chazen provided a summary of the Visioning survey results and stated that there was a high response rate of 125 respondents. The survey results reflect responses from both the online & paper surveys.
- Chazen presented the drafted Vision Statement and Goals, noting the importance of establishing these overarching pieces to guide recommendations and more targeted (site-specific) plans:

- A committee member stated that the phrase “Inherent assets” is vague. The Committee preferred to replace this phrase with “natural and agricultural assets” instead.
- In regard to this sentence in the vision statement: “The Committee envisions increased awareness, connectivity, and accessibility from Downtown to the Battenkill waterfront.”
 - Committee members highlighted that the term “Downtown” was too Village/Main Street focused, and instead wanted to focus on bringing a community-wide connection to the waterfront.
- A Committee member stated that currently, the waterfront is not utilized, maintained or taken care of at the existing Village waterfront park; Greenwich needs more public efforts, assets, money, and maintenance to protect its waterfront. This member stated that acquiring additional lands does not make sense, and that we (Greenwich) have to highlight what we have.
- A Committee member stated that the vision statement seems a little more village-centric, and asked how to include more information in the vision statement about the Town?
 - Chazen stated that there is a gateway/Route 29 subcommittee as well, and that committee will be generating more specific strategies tailored to the Town, in relation to infrastructure and infill development.
- A Committee member suggested that if one of the main impediments from the survey responses is the tax burden, it is important to have an explicit statement regarding expanding the tax base in the vision statement or goals. Chazen stated that this would be added as a goal.
- A committee member stated that it was important that Greenwich also had an agricultural goal, since agriculturally based industries are an important aspect of the Town of Greenwich’s character and economy.
 - A committee member stated that Greenwich needs to ask how its commercial center can connect with agricultural uses and provide supportive uses promoting agricultural business.
 - Another committee member stated that Greenwich is not really targeting specific economic development and questioned whether agriculturally connected businesses would be an outlier considering the community’s overarching goals.
- Chazen requested the committee send any additional feedback on the vision and goals by August 6, and Chazen would circulate an updated version. The goal is to have a draft before the subcommittee meet to guide those conversations.
- Chazen provided a status update on the subcommittees/focus groups. The goal is to have first meetings in August to identify priorities and then develop recommendations in the fall.
 - Dunbarton
 - Chazen’s structural engineers took a look at buildings on the Dunbarton site and prepared a report on the buildings’ conditions.
 - Chazen conducted a site visit with the subcommittee and WXY, as they are leading the site planning efforts
 - According to the visioning survey, parks and recreation is a large interest for the site.

- Waterfront
 - Chazen established a focus group, including other (non-committee) stakeholders; this focus group will look at priorities and where we want to focus on first.
- Gateway/Roundabout
 - Committee members have expressed interest in participating, and Chazen is awaiting feedback on any other (non-committee) stakeholders to include.
 - A member stated that it would be great to have one or more property owner(s) (e.g., car dealership, Glens Falls Hospital) in this group.
 - The Committee noted that a portion of the Glens Falls Hospital property is vacant but envisioned for development. Chazen will add this site to the underutilized sites map.
 - A committee member stated the importance of getting more property owners involved with the project.
- Chazen noted that the recommendations will not be limited to these sites and asked the committee to provide input on any other key (strategic) sites r in the BOA.
 - Chazen stated that they would be in touch with the Battenkill Railroad owner, to understand their long-term plans.
 - Chazen asked about the status of a larger property owner/business in the Town portion of the study area that is currently building a new location. The Committee indicated that the business will slowly be transitioning to the new location and eventually plans to move out of its current location. Chazen noted that the site has development constraints (e.g., slopes and soil types) and suggested that the Committee think about lower intensity uses (e.g., recreation) to support the housing/mixed use envisioned along the Rt. 29 corridor.
 - Chazen noted several other Town sites close to the Village border, including the former gas station property and the large plaza, that could support infill development.
 - Chazen stated that there is an interest in seeing increased usability of Village Hall in the BOA study area, especially in portions that aren’t usable now.
 - Chazen stated that there are conversations about a dog park in the BOA study area as well.
 - Chazen emphasized that any existing planning work (e.g., the streetscape plan), can be folded into this BOA DOS-funded planning document, which opens up opportunities for implementation funding.

Action Items

Chazen will:

- a. Circulate a revised Vision and Goals document incorporating Committee comments from the meeting. - **Completed**
- b. Conduct Subcommittee/Focus Group meetings in the month of August.

BOA Committee will:

- c. Send any additional comments on the Vision and Goals document by Friday 8/6/2021. - **Completed**
- d. Send feedback other priority sites by August 17th

Meeting adjourned (2:50 PM)

Dunbarton Subcommittee Meeting #1 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: August 4, 2021 at 3:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: August 25, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Pamela Fuller	Mayor, Village of Greenwich
Jane Dowling	Village Clerk
Jill Tefft	Trustee, Village of Greenwich
Andrew Kelly	Village Attorney
William Tompkins	Planning Board Chairman, Town of Greenwich
Adam Lubinsky	WXY
Chris Round	Chazen, A LaBella Company
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen provided an overview of the agenda.
- WXY presented the objectives for the Dunbarton site:
 - o Preserving: Importance of researching the property, thinking of ways to preserve the buildings that are salvageable, and becoming familiar with the history of the site.
 - o Connecting: Dunbarton site connects to the village center and the waterfront through a combination of visual connections, pedestrian connections, and vehicular connections.
 - o Celebrating: Village has an opportunity to celebrate a dramatic waterfront site in this location, as this site includes a dam as well as a waterfall.
 - Since the site includes spaces between historical buildings, nature, and waterfront, there is the opportunity of bringing a public aspect to it
 - Expanding: Suggested possibility to expand development opportunities to support the Village in various ways. Can be a place where people enjoy food, culture, art, hospitality
 - Also important to determine how much space to leave open for developers to assess and develop opportunity areas.

- WXY reviewed the existing conditions of the site, including its large size; relationships with the riverfront, railway line, and village center; flume (need to investigate further); historic foundation walls; irregular shape where the northwestern and southeastern ends are constrained due to limited access, slope, and size.
 - o WXY asked to keep in mind possibly linking in some of the waterfront property owners as well to have a discussion as to how their portions of the waterfront could or may be used.
- WXY provided a background of Dunbarton Mill History, including the original uses of each of the remaining buildings on-site.
- WXY reviewed their Brownfields Map, noting that the Dunbarton site and most adjacent properties are brownfields.
- Committee members asked if there could be a Riverwalk along the floodway. WXY stated yes, that is definitely a possibility. WXY requested that the committee think about providing public space in the larger areas of the floodway, where larger development is somewhat limited.
- WXY reviewed site opportunities and constraints:
 - o Limited development potential across the whole site due to steep slopes. . WXY suggested looking at the site as two levels: 1) Town and Village level 2) Water level, and to have a separation of uses.
 - o Each end of the site is constrained with slopes and access
 - o Some structures can be preserved and repurposed
 - o Developable areas (accounting for constraints) all ~1 acre
 - o Most direct access to Village center via John Street.
 - Committee noted that John Street is a narrower, residential road and suggested Hill Street (a major connector road) and Corliss (where existing commercial uses) noting traffic concerns.
 - o Battenkill Rail potential to be a greenway trail for short walk to Village Center.
 - Chazen noted that the distance comparable to that between Main Street and Rock Street Park.
 - o The Committee discussed the possibly of adding a neighboring commercial site into the redevelopment plans, as it would improve access and visibility to the site.
 - o Opportunities to repurpose the buildings. Discussed buildings that would be worth preserving.
- Chazen and WXY stated that it is important to bring developers at some point into the conversation, to ground truth and look at the site from a financial/feasibility standpoint from an outsider perspective.
- Chazen provided a recap and overview of the visioning survey in relation to uses on the Dunbarton Mill Site.
 - o The Committee mentioned that perhaps there was a low response rate regarding hotels due to not knowing whether it would be for the community or outside tourists.
 - o The Committee expressed concern regarding having swimming allowed at the site, due to fast current, deeper channels, and possibility of drowning/liability concerns. However, Committee noted the lack of local swimming options since the closure of the Town of Greenwich Beach. WXY noted that the team can look further into concerns related to swimming.

- o The Committee noted that boating/kayaking limited due to the obstruction of the dam and fast currents, may be limited.
- WXY presented precedents to the Committee that show examples that meet the objectives for the Dunbarton site. The Committee provided the following comments:
 - o Interest in open air/building reuse.
 - o Community interest in having an ice rink again.
 - o Potential for a waterfront amphitheater on constrained northwestern portion of the site.
 - o Interested in looking at other examples of cohousing model.
 - o Buildings could be taller than two stories and still fit in with community character.
- WXY presented potential activity zones for the site, including housing closest to the roadway, public waterfront, and a mix of uses in between (recreation; restaurant/food and beverage; and/or cultural)
- The Subcommittee discussed housing trends, including the need for senior housing, increasing overall demand for housing in Greenwich, and a growing need for housing (rentals) for young adults.
 - o WXY noted that senior housing is both a way of providing a place where long-term residents can stay in their own community; and, also as a way to release some housing stock in the community for new families to potentially move into.
- The Subcommittee discussed the approach to involving developers in the planning process. WXY/Chazen indicated that developers want to understand site constraints and the approval process. The Subcommittee discussed having a virtual developer forum and a site visit, using WXY's renderings and concepts to demonstrate site opportunities and constraints, and gain feedback.
- The Subcommittee discussed the site's industrial zoning and the need to update the zoning. A Subcommittee member stated that almost everyone would agree that Greenwich would need to change the site's zoning from industrial to something that allowed more uses. Another member suggested that they could possibly make it Comm-1, which permits multifamily, residential, and commercial uses. Chazen suggested that the Village explore updating the zoning to be in line with the BOA vision, as a municipality, instead of developer-initiated zoning amendments
 - o Chazen noted that to the Subcommittee should keep in mind that the Village does not have currently have Site Plan Review. Chazen suggested that if Greenwich were to update the site's zoning, it should consider a more tailored zoning (e.g., PUD) and other review mechanisms, such as site plan review.

Meeting adjourned (5:00 PM)

Roundabout/Gateway Focus Group Meeting #1 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: August 12, 2021 at 2:30 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: August 25, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Kyle McPhail	Property Owner/Developer
Jeff Duxbury	Town Board
Donald Ward	Supervisor, Town of Greenwich
William Tompkins	Town Planning Board
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen made introductions and provided some background on the BOA planning process.
- Chazen presented the BOA vision statement and goals to the focus group. The focus group requested that Chazen add more focus on ‘businesses’ as an important element of the community’s vision. The revised last sentence of the vision statement with additions noted in **bold** is included below:
 - The Committee envisions the study area as a place where existing residents **and businesses** can thrive, and new residents **and businesses** are welcomed.*
- Chazen reviewed the geographic extent of the roundabout/Route 29 focus area and asked the focus group what their priorities are for this corridor and what they envision:
 - o Members expressed that water and sewer infrastructure are key to new residential/commercial development coming into the area
 - o Members stated that they want to prioritize commercial and housing within the gateway, however, not prescribe certain commercial uses, but leave options open for developers.
 - o Members expressed how the corridor already has amenities such as a gym, YMCA, and hospital and could be a good location for senior housing.
 - o Members stated that supporting medical office could be appropriate for the area.
 - o Members requested buildings with an architectural interest and appeal.

- o Members highlighted the need for hotel/motel (i.e. Comfort Inn type) or places for RVs
- Chazen reviewed the study area properties and priority sites in the gateway/roundabout area that are either abandoned, underutilized, vacant, and/or brownfields. A summary of comments provided by the focus group for each site is provided below.
 - o Suburban Propane: The site is at a convenient, well-traveled location for a consumer-oriented place to stop. The corner where the building is could be a gas station/convenience store, while the rest of the site could be any type of commercial use. The committee stated that they are always looking for competitive gas stations in the area and there is a need for a gas station with easy truck access. Not interested in overly restricting design requirements for the site.
 - o Greenwich Mobil Mart: Interest in seeing abandoned car wash put back in use. Issues that were stated include car wash equipment corrosion due to recycled water being use. However, municipal water might address this issue. This is not a key site for redevelopment.
 - o Glens Falls Hospital:
 - When approved, there was another phase of development. Unclear on what original plans were (uses, location) and what the hospital’s plans are now for that undeveloped site.
 - This site could be used as a senior housing site, as it is very accessible to the supermarket and other medical services. One concern with residential uses is street noise, which could be addressed through setbacks or window/wall attenuation.
 - If the PAD site was subdivided and sold, it would potentially be taxable property, supporting the BOA "increasing the tax base" goal.
 - The site’s steep slopes to the waterfront make access to the waterfront difficult.
 - Any new building on the street should be consistent with/complement the existing Glens Falls Hospital building design, but have more of a street presence.
 - Members stated the need for parking that is accessible to businesses in front. Currently this is not allowed by zoning, as parking can only be in the rear & back end of the property.
 - Members stated that this site is a prime location that lends itself to a lot of different developments/uses. If within budget/scope, multiple site plans of different options might help the discussion with the property owner.
 - o Greenwich Ford: Members stated that this site will potentially expand parking to the northern section of the property, that is now part of same parcel, or maybe add a car wash. This is not a key site for redevelopment.
 - o Potentially Vacant Residential Property: Members stated that this site might not be vacant and is owned by a family that owns a restaurant in town that was potentially considering relocating to the site at one-point. Relocating the restaurant is unlikely given its current success and the costs associated with relocating. This could be a good building for a restaurant. Members stated that there is a demand for a Greek-style diner in this location.
 - o Mixed-Use Property at Hannaford Intersection: Site currently has apartments and active business run out of the red building on-site. Site constrained by steep slope in rear. Great

access to support more commercial uses while potentially still allowing existing business to remain in-place.

- Better Bee: Property was recently subdivided; larger rear portion is residential with no plans for redevelopment. Current commercial portion will be vacant after business relocates. Members stated that there may be deed restrictions on the business lot. Members stated that the power lines in the back and ledge made the site hard to develop. However, this is a good site for residential as it is accessible to the Main road (while having its access off Route 29) and close to amenities and services.
- Big Lots Plaza: Members stated that there was a gas station in the late 1980s/90s at the eastern end of the site, but it is unclear if tanks were removed. Interest in infill development, potentially restaurant/commercial uses by south end of site and between entrances.
- Former Cumberland Farms: Interest in seeing an easy in and out business (e.g., liquor store, NAPA). Need to find out about any restrictions from non-compete clause.

Next Steps

- Chazen will:
 - Follow up with Bill Tompkins to get the Glens Falls Hospital plans & the Cumberland Farms contact
 - Follow up with Jeff Duxbury to get the deed restriction information for Better Bee
 - Contact the property owners for all of the identified key/strategic sites
 - Develop preliminary recommendations for relevant key/strategic sites prior before the next focus group meeting.

Meeting adjourned (4:00 PM)

Waterfront Focus Group Meeting #1 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: August 12, 2021 at 5:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: August 25, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Pamela Fuller	Mayor, Village of Greenwich
Lorraine Ballard	Executive Director, Battenkill Conservancy
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen presented the planning context for the site, an overview of vision & goals, visioning survey results, and the 2019 streetscape plan.
 - Chazen noted that as part of the 2019 Streetscape Plan, a waterfront park concept was developed and that, at the time, the property owner permitted Chazen to include the plan in the public document.
 - A Focus Group member noted that there was a site visit scheduled at the site related to the hydro facility's relicensure and this plan, as well as any goals/recommendations from the larger BOA effort, should be submitted during the 60-day comment period.
- Chazen provided an overview of the BOA study area boundary and constraints, including The Three dams; Steep slopes; NWI wetlands; Lack of access in certain areas; Floodplains; and the many privately owned parcels, making comprehensive/extensive waterfront access more complicated.
- The Focus Group discussed Key Sites, selected for their larger waterfront access and/or strategic location:
 - 40 Rock Street - Battenkill Hydro: Large site adjacent to Village park. There is an opportunity with relicensure to see if the owner would be able to improve public access to the site. Members felt that bridges would be necessary to access the islands, as it would be dangerous to cross with the existing bridge.

- Washington Co. Co-Op Insurance Waterfront Parcel: Large site located adjacent to publicly owned land (USPS). No street frontage. Located near islands and less restricted by slope. Worth starting a conversation with the property owner to talk about the site and their long term vision for the site.
- 73 Main St Island: Associated with future ASA property and unclear on plans. Important to reconnect with owners to discuss the island property
- Battenkill Hydro (Site 2) – Mill Hollow: Envisioned as a park in the 2019 Streetscape Plan
- Main Care: 7-acre waterfront property; brownfield and underutilized. This property is a key link between Dunbarton and Mill Hollow. Site constraints include wetlands, which makes building in this area difficult.
- Dunbarton: Chazen provided an overview of the Dunbarton subcommittee meeting to the committee as well as site opportunities. The Focus Group discussed liability concerns around swimming that were raised during the Dunbarton subcommittee meeting. A Focus Group member noted the difference between having a designated/official “beach” and simply water access (that people use to swim, boat, fish, etc.).
- The Focus Group indicated the following priorities for the waterfront:
 - Providing the community with a waterfront esplanade/greenway trail
 - Easements for select (small and narrow) waterfront properties should be explored.
 - Making the river more accessible and inviting
 - Improving existing waterfront assets/access points
 - Creating island connections
 - Possibility of removing the dams due to difficult portage around the dams was discussed, although this would be an expensive alternative (so not a priority).
- Chazen stated that they would look to find who the owner is of the first dam to the southwest of the Battenkill.

Next Steps

- Chazen will:
 - Contact identified waterfront property owners to discuss plans for their properties.
 - Attend the August 24th hydro site visit.
 - Research ownership of the dam located at the Dunbarton site.
 - Develop preliminary recommendations based on input from the meeting and follow-up stakeholder conversations.

Meeting adjourned (6:05 PM)

Roundabout/Gateway Focus Group Meeting #2 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: October 1, 2021 at 1:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: October 7, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Jeff Duxbury	Town of Greenwich, Town Board
William Tompkins	Town Planning Board
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen provided a recap of the public outreach and an overview of the types of interview questions asked.
- Chazen provided takeaways from the outreach key study area property owners and representatives. The Focus Group then provided their thoughts and comments for each site.
 - ❖ Suburban Propane:
 - Chazen’s takeaways:
 - Owner confirmed existing uses/bulk storage. Unclear on contamination.
 - Owner plans to tear down existing buildings and potentially add more storage tanks.
 - Owner is not interested in redeveloping the site.
 - Focus Group’s thoughts:
 - Should not devote resources to developing site plan.
 - ❖ Evaluate existing outdoor screening requirements to determine if modifications are needed, given planned future use. Glens Falls Hospital
 - Chazen’s takeaways:
 - Property owner interested in finding complimentary medical tenant for vacant first floor space in existing building.
 - The 2007 approved site plan included a second building and potential expanded parking; however, the owner has no plans to develop the site in the near term.

- Ownership is concerned that if a new building/structure is built where proposed in the 2007 site plan, it may congest the area and visually block the main healthcare building entrance, parking, and accessways; however, ownership is open to reviewing concept plans/ideas.
 - Focus Group's thoughts: Work with Chazen land development team to identify potential site plans that would address property owner concerns and meet plan goals.
- ❖ Li & Chen Residence
 - Chazen's takeaways:
 - This property is currently occupied as a single-family residence.
 - The owners have no plans to develop or sell.
 - Further communication/outreach would likely require translation assistance with the owners.
 - Focus Group's thoughts: Should not devote resources to developing site plan.
- ❖ Skin Diva Med Spa
 - Chazen's takeaways:
 - This site is currently occupied with a multi-use property with 3 apartments and one apartment being used as a commercial spa + makeup business. There is also a vacant barn on the site without septic.
 - The owner has no plans to develop or sell the site in the near term due to complications with multiple property owners.
 - Focus Group's thoughts: Should not devote resources to developing site plan.
- ❖ Former Cumberland Farms
 - Chazen's takeaways:
 - The owner removed the site's underground storage tanks.
 - The owner stated that the site will be listed for sale soon; envisioned for professional office or retail.
 - The terms of sale will prohibit residential/similar uses and any commercial uses that compete with the existing convenience store/gas station, due to the site being a former gas station site.
 - Focus Group's thoughts: Retail would be great in this area because the site is amenable to it and it would bring people to the site. Discussed potential for existing auto business on nearby, constrained property to relocate to this parcel.
- ❖ Big Lots Plaza
 - Chazen's takeaways:
 - There is one 1,600 SF available tenant space in the building that is currently being marketed. The property manager envisions it to be occupied by a personal service tenant (e.g., hair/nail salon).
 - A one-acre site is being marketed at south end of site (the former gas station). Here, the owner is looking for a ground tenant that does not conflict with any of his existing tenants on site and does not block truck loading/access.
 - The lease terms for the existing tenants restrict any development that would hinder lines of site from Route 29.
 - Focus Group's thoughts:

- Interested in evaluating improvements to the underutilized parking lot to bring in conformance with current zoning requirements (e.g., plantings, islands, pedestrian access).
 - Interested in seeing if owner would be open to development to the rear of the south end development site (along graveyard) and on north end of property between the main building and McDonalds, as these areas would not block sight lines.
 - A local diner would be a great option here, as the location is walkable, and the use doesn't compete with the other tenants already on site.
 - Work with Chazen land development team to identify potential site plans that would address property owner concerns and meet plan goals.
 - ❖ Better Bee
 - Chazen's takeaways:
 - There is currently a deed restriction limiting future development of the site.
 - The owner has no plans to develop or sell the site in the near or long-term.
 - The owner would not disclose the timeline for the company's move to Easton.
 - Focus Group's thoughts: Should not devote resources to developing site plan.
- Other Focus Group priorities include the following:
 - Expand water service.
 - Evaluate zoning to allow more than 1 residential unit per half acre.
 - Explore modifying BOA boundary to include additional sites with development potential by the roundabout.
 - Streetscape improvements on the south side of Route 29 to improve pedestrian access to the new Cumberland Farms, which include, reducing speed limit from 40 mph, establishing sidewalks, and improving crossing safety between Cumberland Farms and Big Lots Plaza.

Next Steps

Chazen will:

1. Research/confirm the Town zoning's screening requirements for outside storage (e.g., districts where applicable, and if only applicable for properties abutting residential uses).
2. Reach out to Big Lots Plaza owner to discuss potential for development in other areas of the site. – **completed**
3. Discuss possibility of study area boundary modifications with DOS representative.
4. Develop concept plans for Big Lots Plaza and Glens Falls Hospital sites.
5. Develop streetscape improvement concept plan for south end (between Village line and Cumberland Farms).

Meeting adjourned (2:00 PM)

Waterfront Focus Group Meeting #2 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: October 15, 2021 at 12:00 PM

Meeting Location: MS Teams

Summary Writer: Krithika Prabhakaran

Issue Date: October 27, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Pamela Fuller	Mayor, Village of Greenwich
Lorraine Ballard	Executive Director, Battenkill Conservancy
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen presented an update on the waterfront property owner engagement. All property owners were open to including their parcels in the concept development. Concerns and additional considerations applicable to specific sites is provided below:
 - o Parcel 237.5-6-21 (Elbow St) –Concern is ensuring that security is maintained around the oil storage tanks.
 - o Parcel 237.5-4-40 (Main St) –Concerned about the public parking on their property.
- Chazen reviewed the waterfront concept plan and precedent imagery with the subcommittee. Key components are listed below:
 - o Waterfront esplanade from Dunbarton to the existing waterfront trail at Rock Street Park. May take form of boardwalk in areas constrained by wetlands.
 - o Secondary (long-term) island path connecting Main Street (via the USPS Post Office) to Rock Street. Bridge spans would be less than existing Bridge Street crossing.
 - o Wayfinding signage
 - o Portage around dams
- The subcommittee provided the following comments:
 - o Potential for swimming at the Mill Hollow kayak launch site.
 - o Flooding/wet ground at Rock Street Park and wetlands: potential raised boardwalk with opportunities to interact with water.
 - o Wayfinding or proper signage essential
 - o Trail should accommodate walking and biking

- o Don't believe there are any height restrictions for bridges, since no large/motorized boats in this section of the river.
- Subcommittee discussed status of outreach to the rail owner and operator and the short-term potential for rail bikes west of the rail yard and long-term goal of a multi-use trail in this segment of the rail.
- Chazen and the subcommittee discussed the following preliminary list of requests for the FERC relicensure comment letter:
 - o Send Kruger the 2019 waterfront park concept plan (from the 2019 streetscape plan), as well as the waterfront concept plan being proposed as part of the BOA, as attachments to the letter.
 - o For both waterfront concept plans, request expansion of public access, which complies with approved and current working plans.
 - o Request safety measures for both dams in terms of crossing.
 - o Request a maintenance agreement to clear paths to the portage areas.
 - o Request additional funding towards the Village or an agency to install proper signage.
 - o Request greenspace for the Village to use.

Next Steps

- Chazen will work with the Mayor and Village to prepare the FERC request letter - *completed*
- Chazen will work with their landscape architects on refining the concept plan for the October 25, 2021 Committee meeting. - *completed*
- Chazen will confirm any bridge height restrictions.

Meeting adjourned (1:00 PM)

Dunbarton Subcommittee Meeting #2 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: October 21, 2021 at 10:00 AM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: October 27, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Pamela Fuller	Mayor, Village of Greenwich
Jane Dowling	Village Clerk
Jill Tefft	Trustee, Village of Greenwich
Andrew Kelly	Village Attorney
William Tompkins	Planning Board Chairman, Town of Greenwich
Adam Lubinsky	WXY
Kaija Woulet	WXY
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company
Arlette St. Romain	Chazen, A LaBella Company
Lesley Zlatev	DOS
Annie Tirschwell	Type A
Andrea Wenner	Type A
Jill Crawford	Type A
Larry Novik	Bonacio
Amber Mathias	Bonacio
Colin Brice	Studio Mapos, Topos

Discussion

- Chazen provided an overview of the agenda.
- The Dunbarton focus group (including the Mayor and Village staff), Chazen, and WXY provided introductions. The developers provided a background of their teams.
- The Mayor provided a high-level overview of meeting goals for the developers, and Chazen oriented the meeting within the larger planning timeline and end goal of issuing an RFP for the site's development.
- Chazen presented Village context and statistics, as well as a summary of residential and non-residential market trends, including increased housing prices and demand, the need for more

- diverse housing options and senior housing, the recent uptick in commercial activity along Main Street, growing agritourism in/around the Village, and the absence of any hotels in the county.
- Chazen introduced the Dunbarton site within the Village context and provided an overview of the site's history.
- Chazen showed drone footage of multiple vantages of the Dunbarton site, additional site context, as well as the Battenkill River and dam for additional site context.
- Chazen discussed the existing site structures on the site.
- Chazen spoke to the contamination status of the site, including the EPA clean-up activities and lien, the previous Phase II findings, and the need for additional investigation to determine the full extent of contamination, likely cost of remediation, and potential BCP eligibility. Chazen stated that this is a priority Pre-Development activity once designated.
- WXY provided an overview of site constraints and opportunities as well as guiding principles that were the overarching guiding principles for the Dunbarton site. These included the elevation shift, waterfront/floodable zone, view corridor, and historic preservation of certain buildings on the site.
- WXY presented a programming diagram, two test-fits, massing models, and corresponding precedents.
 - o The first test fit shows 30-40 cohousing units, a hotel with a semi-private public space, food and beverage areas, a commercial area, makerspace areas proximate to the waterfront, a recreational area that is envisioned as a pool and ice rink, a cultural amphitheater space, and a waterfront esplanade that trails along the Battenkill.
 - o The second test fit shows 80-100 senior housing units, a hotel with a semi-private public space proximate to the waterfront, food and beverage areas, commercial areas, recreational spaces, a cultural amphitheater space, and a waterfront esplanade that trails along the Battenkill.
- The developers provided the following feedback and questions on the project:
 - o How were the programmatic elements chosen and how were the two concepts formulated?
 - Extensive public outreach that informed programming.
 - o Does the site have access to public infrastructure?
 - The site is connected to public water and the Village applied for funding to evaluate feasibility of expanding public sewer to the site. The Mayor noted the importance of wastewater connection given its waterfront location.
 - o What is the housing price point that is most needed?
 - Additional market research is needed, but is a range. Group discussed benefits of and experience with mixed-income projects. Discussed misperceptions around "affordable housing" but that shift is happening and much can be done to keep the public informed and educated on this topic.
 - o Discussed their past experience working with BOAs and BCPs and the general benefits and constraints of the BOA and BCP tax credits. Eligibility for the BCP would be a major plus for this project.
 - o Identified the following items that would like additional information on before considering responding to an RFP: additional market feasibility research/analysis (housing, potential

- subsidies and grant opportunities, hotel), remediation costs, water/sewer infrastructure, and funding/approach for public component.
- Benefits of mixed-use development over single-use development.
- Concerns around potential groundwater contamination.
- Need to understand what is permitted by zoning. Discussed that current zoning (Industrial) will need to be changed to allow for vision identified in the plan. Developers noted that it would be best for the Village to modify the zoning before issuing an RFP, but should also allow flexibility (e.g., variances).

Meeting adjourned (11:30 AM)

Roundabout/Gateway Focus Group Meeting #3 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: November 15, 2021 at 1:00 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: November 29, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Jeff Duxbury	Town of Greenwich, Town Board
William Tompkins	Town Planning Board
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen provided updates on Glens Falls Hospital (GFH) & Big Lots Plaza (BLP) property owner outreach. The preliminary concept plans were presented to the property owners who expressed concerns about including in the planning documents. The plans will not be included unless agreed upon by the property owner.
- Chazen presented the findings of the additional market research, which projects demand for:
 - Additional 400 housing units in the Town by 2040
 - Preference of housing types include smaller lot single-family and townhomes
 - 45,000 SF of retail
 - 2,500 – 12,750 SF of food & beverage
 - No office demand
- Chazen discussed priorities and working recommendation development for the expanded study area.
 - 1079-1097 Route 29:
 - Findings from property owner outreach: open to developing a site plan on his property and is seeking to do a mixed-use development with a retail and residential component. More interested in owner occupied than renter occupied. Internal circulation loop connecting Route 29 and 40.
 - Committee agreed with mixed-use idea. Consistent with community preference for development to be focused in hamlet/near existing amenities. Preference for commercial along Rt. 29, with residential on the rear portion of the site.

- Committee discussed site constraints/opportunities: Uphill area may provide scenic vantage points looking over to the Battenkill River, but should also screen neighboring storage use. Stream that runs along the northside of the properties. Natural constraints and soil information will be incorporated into the plan development.
- 2536 State Route 40:
 - Chazen unable to reach property owner or owner representative.
 - Committee interest in a connecting road between Hannaford and the rear of the 2536 State Route 40 site.
 - Committee preference for site programming: residential in rear and commercial in front. Recommendation will be programmatic bubbles; not site plan.
- Additional Committee feedback:
 - Importance of extending water infrastructure to facilitate future development
 - Review/update zoning to accommodate envisioned development, including townhouses and condominiums for aging in place.

Next Steps

Chazen will:

1. Set up a full BOA Committee in December after the Thanksgiving Holiday to review all plan recommendations.

Meeting adjourned (2:00 PM)

BOA Advisory Committee Meeting #4 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: October 26, 2021 at 2:30 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: December 29, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Pamela Fuller	Mayor, Village of Greenwich
Jeff Duxbury	Board Member, Town of Greenwich
Jane Dowling	Clerk, Village of Greenwich
Tom Graves	Gather 103
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company

Discussion

- Chazen is coordinating with Greenwich Chamber of Commerce to have a booth at the Halloween Parade on Sunday. They will present and update the public on where we are in the planning process and ask for feedback on the progress by all the subcommittees.
- Dunbarton subcommittee updates:
 - Overview of site programming and test fits produced by WXY.
 - Developer feedback and needs: interest on the diversity of uses in the Village. Accolades to village and town of the work that is being done. Very positive and site is intriguing. Developers want realistic and hard data before issuing the RFP.
 - Need market analysis, knowledge on funding resources, remediation costs, water & sewer infrastructure, and future zoning.
 - Next steps: 1) get public input on site test fits & programming on Sunday 2) additional market research (hotel feasibility and housing types) and, 3) site concept refinement.
- Waterfront subcommittee updates:
 - Priorities are increasing access, creating a waterfront greenway, coordinating with willing property owners, and improving existing waterfront access points.
 - Preliminary concept plan: greenway along waterfront and a secondary connection/trail over the islands. Wetland constraints. Interest in increasing usability of existing waterfront. Interest in multi-use/mixed typology.

- Battenkill Hydro update: August 24th site visit. Assisted with Village’s letter of request for studies: 1) public access feasibility study 2) safety & maintenance study 3) waterfront aesthetic assessment 4) wayfinding needs assessment.
- Committee discussed steep slope/access concerns for portage.
- Next Steps: 1) show property owners the concepts 2) ask the public for their feedback at the Parade.
- Gateway/roundabout subcommittee updates:
 - Priorities included: 1) increased diversity of uses 2) infill development 3) streetscape enhancements.
 - Chazen presented property owner feedback and how arrived at the sites that were the area of focus: Big Lots (infill commercial and parking landscaping) and Glens Falls Hospital (infill medical or senior)
 - Committee discussed other gateway sites:
 - Suburban Propane parcel: key gateway location. Opportunities for relocation?
 - Whalen parcel: under contract. Future plans unknown
- Chazen presented the Potential BOA study area modifications. 38-acre portion of the rear of the Better Bee property is proposed to be removed to reflect subdivision, allowing for much more strategic sites with development potential consistent with original intent of the BOA study area boundary definition. Committee discussion on the modification included:
 - No issues with expanding the BOA boundary.
 - All study area maps will be updated to reflect this modification. Confirmed would not push project timeline.
 - Discussed property owner’s development interests in expanded study area: Mixed use residential/retail (outlets)
 - Chazen will include the proposed study area modification at the public event.
- Chazen presented the preliminary list of additional strategic sites and recommendations consistent with previous planning efforts and Committee/public feedback to-date, including:
 - Main Street Streetscape Plan recommendations
 - Rock Street Dog Park
 - Village Hall improvements
 - Main Street design guidelines
- Committee discussed other potential strategic sites and will share list of sites with the Committee for their review and input on prioritization.
- Chazen reviewed a timeline for the rest of the planning process and next steps needed for the Village and Town to be designated in time for the 2022 CFA cycle.
- Next Steps:
 - Halloween event – presenting and getting feedback on initial concepts and recommendations
 - Additional public outreach on draft recommendations – video presentation
 - Recommendation & concept refinement
 - Regroup as a committee in December to discuss final list of plan recommendations.

Meeting adjourned (4:00 PM)

BOA Advisory Committee Meeting #5 Summary

Project Title: Greenwich BOA
Chazen Project Number: 92017.00

Meeting Date, Time: December 14, 2021 at 1:30 PM
Meeting Location: MS Teams
Summary Writer: Krithika Prabhakaran
Issue Date: December 21, 2021

Attending:

<u>Attendee:</u>	<u>Representing:</u>
Pamela Fuller	Mayor, Village of Greenwich
William Tompkins	Planning Board Chairman, Town of Greenwich
Jeff Duxbury	Board Member, Town of Greenwich
Jane Dowling	Clerk, Village of Greenwich
Jill Tefft	Trustee, Village of Greenwich
Lorraine Ballard	Executive Director, Battenkill Conservancy
Lesley Zlatev	NYSDOS
Norabelle Greenberger	Chazen, A LaBella Company
Krithika Prabhakaran	Chazen, A LaBella Company
Chris Round	Chazen, A LaBella Company
Kyle Hatch	Chazen, A LaBella Company

Discussion

- Chazen reviewed the meeting agenda=
- Chazen provided an overview of additional market research:
 - 2040 housing demand in the Village and Town projects the need for an additional 60 units in the village and additional 409 units in the town. Bulk of projected Village housing demand is rental housing for households within the \$15-\$25k income range. In the Town, the demand is split more equally between rental and owner-occupied housing, and the greatest demand is projected for households in the \$35-\$50k income range. In both the Village and Town there is a shift to smaller lot housing and townhomes.
 - 10-year commercial demand projections in Greenwich show no increase or change in demand for office; additional 45,500 sf of retail could be absorbed locally; and an additional 2,550-12,750 sf of food & beverage could be absorbed locally.
 - A Committee member asked how additional large retailers would affect existing retailers. Chazen noted that the demand projections are based on type of

- products sold (versus size of retailer) and that the projected increase could also reprogramming existing uses based on needs.
- General hotel demand thresholds of increasing revenue, increasing room rates, and high occupancy rates (greater than 60%) show that the area is on the cusp of needing additional hotel accommodations. Potential for a small-scale hotel/boutique hotel in Greenwich should continue to be explored/monitored, but is not outside the realm of possibility.
 - A Committee member asked if Chazen had looked into Airbnb data within Greenwich. Chazen noted that Washington County provided information on Airbnb occupancy task and the projected increase in occupancy taxes from Airbnbs in the County.
 - The Committee requested Chazen to reevaluate Washington County hotel trends based on the same factors (occupancy rates, room rates, revenue) but exclude hotels in Saratoga Springs, as they reflect a different population density and atmosphere. Chazen noted that excluding Saratoga could result in too small of a sample.
- Chazen provided an overview of the additional strategic sites that were identified through property owner outreach, discussions with the roundabout committee, and the committee survey. Chazen also provided a map with all of the strategic sites identified within the BOA.
- Chazen provided information on the Dunbarton EPA Assessment Grant Application that the Village submitted on 12/1. The \$200k grant request would fund additional site assessment work to determine BCP eligibility, as well as site remediation planning.
- Chazen discussed the draft revitalization strategy and master plan, which are organized into three categories: 1) reimagining vacant and underutilized sites, 2) highlighting the waterfront, and 3) enhancing connections.
 - Reimagining Vacant & Underutilized Sites:
 - Chazen then reviewed each strategic site and provided an overview of the recommendations for each site.
 - The Committee asked a question regarding why the focus is not mainly on the sites that were identified as brownfield. The NYSDOS representative noted that the BOA program looks at redevelopment opportunities for underutilized sites – not just brownfields - and stated that this approach doesn't take away future funding from other brownfield sites, as long as they are in the BOA.
 - Additional programs and policies for reimagining vacant and underutilized sites include: Establish a planning board; Encourage high quality, context sensitive urban design for new construction and development; Prioritize extending water and sewer infrastructure to key sites; Consider zoning updates to allow additional residential development in the Town; Promote and encourage a greater variety of housing; Promote Greenwich as a destination; and Support ongoing revitalization initiatives; Support reoccupancy of vacant commercial buildings.
 - Committee members noted the importance of Encouraging Town and Village collaboration on redevelopment efforts.

- Highlighting the Waterfront:
 - Chazen reviewed the recommendations centered around the Rock Street Recreation Hub and Mill Hollow neighborhood, and the vision for a waterfront greenway and island connections.
 - Additional programs and policies for highlighting the waterfront include: Make the Battenkill a key local identifier; and Adopt waterfront development buffers in the Village
 - A committee member stressed the importance of adequate clearing and development buffers and suggested potentially reviewing and expanding the Town's buffers
- Enhancing Connections:
 - Chazen reviewed recommendations to fill sidewalk gaps, improve intersections, reducing speed limits, enhance gateways, implement the 2019 Streetscape Plan recommendations, consider rail bike/rail trails/trails with trails, signage, and wayfinding.
 - A committee member noted that sidewalk gaps on internal roadways should also be considered.
- Chazen spoke about plans regarding the January public event, with goals of presenting the draft Revitalization Strategy & Master Plan, gaining public feedback, and incorporating feedback into the Final Plan. The committee discussed the potential format and decided that a combined approach should be pursued that is accessible and safe and that minimizes COVID exposure. The Committee noted the importance of getting feedback from the Village and Town Boards and allowing multiple opportunities for the public to review and comment on the draft plan.

Next Steps for Chazen include:

- Completing and circulating the draft plan
- Reaching out to the library to find dates that the front room is available to have a Q&A session for the project
- Coordinating and scheduling a date with both the Town and Village Boards, to conduct the joint virtual meeting

Meeting adjourned (3:00 PM)