



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
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COMPREHENSIVE PLAN STEERING COMMITTEE
MINUTES

Minutes of the meeting held by the Comprehensive Plan Steering Committee on Tuesday, April 6, 2021 via Zoom videoconferencing ([https://zoom.us/j/937 5033 6891](https://zoom.us/j/93750336891)).

Ms. McGinn called the meeting to order at 7:30 p.m.

Present: Katie McGinn, Chair
Charlene Indelicato
Larry Mango
Mark Robbins *arrived at 7:46 p.m.
John Wolff

Absent: None

Janet Andersen, Planning Board Chair
Ciorsdan Conran, Administrator
Jane Crimmins, Town Board Member

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on March 30, 2021.

Ms. McGinn made a motion to accept the minutes as presented; seconded by Ms. Indelicato. In favor: Charlene Indelicato, Larry Mango, Katie McGinn and John Wolff. Absent: Mark Robbins.

Ms. McGinn made a motion to post approved minutes on the Town website; seconded by Mr. Wolff. In favor: Charlene Indelicato, Larry Mango, Katie McGinn and John Wolff. Absent: Mark Robbins.

II. DISCUSSIONS - 1985 Master Plan

Ms. McGinn stated that while the 1985 Plan focused on place, character and ecology there was little description of what the current and future people of Lewisboro want and need, and why they feel that way. The idea of a multi-generational

community wasn't mentioned. She noted that she would like the next plan to focus on the needs/wants of the people living and working here.

Ms. McGinn is interested in fair/affordable housing, multi-generational diversity, socio-economic diversity and creating small business opportunities, perhaps by having business centers in the hamlets.

Ms. Indelicato stated that today is a different time than 1973 or 1985 and she would like the new plan to look at 2021 issues. She noted many of the stakeholder comments were incorporated into the environmental impact statement rather than into the 1985 comprehensive plan and that the EIS information could be an appendix to the plan. Ms. Indelicato stated that there is little control over school and county taxes, and we need to be sustainable. She would like to know what completed projects didn't coincide with the 1985 plan and how/who was contacted for public comment.

Ms. Indelicato is interested in sustainability, affordability, land use and the land assessment process.

Mr. Wolff stated he moved here in 1981 and that was when IBM and Pepsi headquarters were being built, the MetroNorth trains were electrified making commuting into New York City much more viable, Lewisboro was a leader in housing starts within Westchester County, there was an anti-commercial development sentiment in town and there was no town police force, we used county police. He noted the 1985 Plan was a driving force in developing zoning and protecting the wetlands. Mr. Wolff stated we must look through today's lens and plan for better telecommunications infrastructure, road systems and mass transportation. Mr. Wolff stated that the new plan should focus on quality of life over land use.

Mr. Wolff is interested in infrastructure, the changing work environment and greater diversity. He would like to know what residents and people moving here would like to have here.

Mr. Mango stated that he liked the 1985 Plan's succinct five-goal format and how each goal was later expanded. He noted the plan had a theme of the carrying capacity of the land, physical constraints (steep slopes and wetlands) on development and was very focused on the environment and conservation. Mr. Mango stated the 1985 Plan's structure and the layout is actually pretty good but today our community will probably come up with different goals and principles.

Mr. Mango is interested in varied housing options, infrastructure, aging in place, telecommunications and encouraging active public involvement.

Mr. Robbins stated that the 1985 Plan focused on limiting growth, but he believes one can add to the density without creating suburban sprawl. He would like the new plan to encourage adaptive reuse, community septic fields, xenon septic systems, parking under buildings and reciprocal parking.

Mr. Robbins is interested in streamlining the building process for residents and developers.

Ms. Crimmins stated that she liked the idea of the new plan focusing on quality of life over land use, that the Town Board and various town committees are available for guidance/information and the Committee should update the Town Board quarterly.

Ms. Indelicato and Mr. Mango stated they were interested in helping with the scope of the RFP. Ms. Indelicato noted the steering committee's role is to make recommendations to the Town Board. Ms. Andersen noted that the Town Board is a legislative body while the Planning Board implements the legislation that's been adopted by the Town Board and there is not a lot of vacant land left in town.

III. COMMUNICATIONS

Ms. McGinn made a motion to implement a 48-hour rule for responding to group emails/draft documents; seconded by Mr. Wolff. In favor: Charlene Indelicato, Larry Mango, Katie McGinn, Mark Robbins and John Wolff.

Ms. McGinn made a motion that Committee members are to inform the Chair and Administrator 48 hours in advance if unable to attend meetings; seconded by Mr. Wolff. In favor: Charlene Indelicato, Larry Mango, Katie McGinn, Mark Robbins and John Wolff.

The Committee discussed Google workspace training, how to educate/actively engage the public in the planning process, prepare the RFP for consultants and frequency of meetings over the next 18-24 months.

Mr. Wolff recommended using Airtable to manage tasks and apprise Committee members of progress.

IV. ACTION ITEMS

The Committee discussed future guest speakers and topics:

- Norma Drummond (Commissioner - Westchester County Department of Planning) – 2020 Census
- Judson Siebert (Planning Board Counsel) and Jan Johannessen (Town Planner/Wetland Consultant) – SEQRA, wetlands and repeating issues they review at Planning
- Lise Robertson (Assessor) and Leo Masterson (Director of Finance) - the assessment process, tax base and budget.

Summary of open action items

Follow up by	Action item	Timeline
All	Review the 1999 Recommendations	April
All	Review and provide comments/additions/edits on proposed timeline document and potential grant document, posted to Google Drive (Agendas & Meeting Materials, April 2021) Review sample RFP posted to same folder in Drive	April
C Indelicato C Conran K McGinn	Continue to schedule educational sessions for Committee members and County experts/resources	April
All	Continue to update list of stakeholders via document posted on Google Drive	April/Ongoing
All	Share links or PDF file informational resources/data sources with all Committee members via Goggle Drive Review for discussion at future meetings	Aril/Ongoing
K McGinn C Conran	Develop content for the Committee's page on the Town web site	April
All	Develop bus tour/scavenger hunt around town	April/May
All	Watch Maureen Koehl's lecture series on hamlets	April/May

V. NEXT MEETING DATE: April 13, 2021 – via Zoom videoconferencing

VI. ADJOURN MEETING – With no further business, the meeting was adjourned by Ms. McGinn and seconded by Ms. Indelicato at 9:03 p.m. In favor: Charlene Indelicato, Larry Mango, Katie McGinn, Mark Robbins and John Wolff.

Minutes respectfully submitted by:

A handwritten signature in black ink, reading "Ciorsdan Conran". The signature is written in a cursive, flowing style.

Ciorsdan Conran
Comprehensive Plan Steering Committee Administrator