



**TOWN OF LEWISBORO**  
**Westchester County, New York**

**Comprehensive Plan Steering Committee**  
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**COMPREHENSIVE PLAN STEERING COMMITTEE**  
**AGENDA**

**Thursday, June 3, 2021**

**7:30 pm- 9:00 pm**

**Via Zoom videoconferencing**

**For Public: Via Zoom videoconferencing and live streaming to Lewisboro TV YouTube channel**  
**<https://www.youtube.com/channel/UCNUNE5gXs5mHcyR4l6dikA>**

**I. DISCUSSIONS**

- A. 7:30pm: Welcome remarks from Committee Chair
- B. 7:30pm – 8:30pm: Presentation from Jan Johannessen, AICP, Principal at Kellard Sessions Consulting
  - a. What are the typical steps in the Comprehensive Planning process, highlighting best practices?
  - b. What a Comp Plan can accomplish and what it can't
  - c. What particular issues in Lewisboro will make our Comp Plan unique and/or interesting?

**II. NEXT MEETING DATE: June 8, 2021 (Public Project Launch)**

**III. ADJOURN MEETING**

Summary of open action items as of 5/25/21

Follow up by	Action item	Timeline
C Indelicato	Lead drafting of RFP for consultant services, coordinate with Committee members Committee members to review and provide final edits	May/June
L Mango	Lead drafting of kickoff survey for community members, coordinate with Committee members Final edits due 5/27	May/June
K McGinn	Lead drafting of agenda & slides for introductory public meeting, June 8 Final edits due 6/1	May/June
J Wolff	Lead drafting of CFA Grant opportunity, deadline July 10)	June/July
K McGinn C Conran	Distribute Save the Date & meeting information for June 8 <sup>th</sup> project launch	May/June
All	Share/identify potential ideas educational webinars/resources for public series	May/June
C Conran J Andersen J Wolff	Review if/which 1999 recommendations were implemented COMPLETE – see Goggle Drive, under Lewisboro Plans	May/June
All	Discuss methods for distribution of survey	June
C Indelicato	Coordinate review of census information and list of questions for County team	June
C Conran	Schedule Lise Robertson (Tax Assessor) for Tuesday Committee meeting	June
All	Discuss Hudson River Valley Greenway Community Grants opportunity (Deadline September 10 <sup>th</sup> )	June
All	Continue to update list of stakeholders via document posted on Google Drive	Ongoing
K McGinn C Conran	Develop content for the Committee’s page on the Town web site	Ongoing
All	Watch Maureen Koehl’s lecture series on hamlets	Ongoing