



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, October 17, 2022 via Zoom videoconferencing (Meeting ID: 886 1206 9776) and livestreamed to LewisboroTV YouTube channel <https://www.youtube.com/watch?v=tZeAjrjIesk>

Present: Katie McGinn, Chair
Charlene Indelicato
Larry Mango
John Wolff
Andrea Rendo, Town Board Member* arrived at 7:45 p.m.
Dan Welsh, Town Board Member
Janet Andersen, Planning Board Chair
Rose Bonanno, ACARC Chair
Robin Price, ZBA Chair
Ciorsdan Conran, Administrator
Valerie Monstra, Nelson Pope & Voorhis (NPV)

Absent: Mark Robbins

Approximately two viewers on YouTube.

Ms. McGinn called the meeting to order at 7:31 p.m., welcomed the public and reminded viewers to complete the participation survey which is on the Committee's web page (<https://www.lewisborogov.com/cmpsc>) and available in hard copy.

I. PROJECT UPDATE (NPV Presentation)

Ms. Monstra stated NPV has been meeting with the town's various boards and committees and is developing an Existing Conditions Analysis Report. She noted a draft of this report will be out in December and it will give a general sense of what's taking place in Lewisboro.

Ms. Monstra presented a comprehensive plan update on Demographics, Housing, and Land Use Information (which will be one of the chapters in the Existing Conditions Analysis Report); a copy of those slides (dated October 17, 2022) is attached and is part of these minutes. She noted that from 1990 to 2020, Lewisboro's population has grown 7.6%; Westchester County increased 12.9%.

Ms. Monstra stated the population levels in the six hamlet planning areas have remained stable and the residents are aging in place, are highly educated and becoming more diverse. She noted that there has been a general increase in the median house income as well as an increase in housing prices; according to census data, the median housing price is about \$613,500.

Ms. Monstra noted that for the last 20 years the town's population has been relatively flat with residents remaining, but the town is working towards incorporating more housing options/units. Ms. Conran stated she will contact the Building Dept. and Assessor to determine the number of accessory dwelling units.

Ms. Monstra stated there is an affordable housing gap, although incomes have increased, they haven't kept up with the cost of housing, both rentals and purchased.

The group provided feedback to how this information could be presented with additional context or points of comparison in the final report.

Ms. Monstra listed the upcoming chapters of the plan to be discussed:
November - land use, zoning and environmental resources; and
December - community facilities, infrastructure and economics.

Ms. Monstra outlined the nine public workshops in 2023:

- Phase I - the town-wide workshop in January will be a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis with residents preregistering to be in smaller breakout rooms;
- Phase II - town-wide workshop will likely be in person;
- Focus groups for older adults, veterans, and potentially other groups that would otherwise underrepresented in the process;
- Phase III - a series of hamlet-based workshops will be held over Zoom and/or held in person; and
- Phase IV – town-wide workshop.

She noted that public feedback could also be garnered through interactive posters at Town House or the Lewisboro Library.

Ms. Indelicato noted that participation is one of our primary goals and asked what the best way would be to achieve that.

Ms. McGinn stated just as there are folks who are not able to attend in-person meetings there are folks who cannot attend virtual meetings and it is important that we reach everyone. She noted that Pam Veith, the town's senior coordinator, conducts monthly meetings and has a mailing list that can reach our seniors to participate in their focus group.

Ms. Rendo stated that the Town Board continues to conduct hybrid meetings, that in-person attendance and overall participation has increased. Ms. Monstra stated we can do a combination of both where we have two virtual events and one in person offering on either weekday evenings and Saturday mornings. The Committee agreed to discuss the details of the first workshop at next month's meeting, after they've had a chance to review the results of the current Participation Survey.

Ms. Monstra stated at the November meeting online participation tools such as one question per month and crowd source mapping will be discussed.

Ms. McGinn stated that she is in contact with Westchester Latinos United to find community members willing to volunteer and help with outreach. She asked for any additional community organizations or nonprofit groups be added to the stakeholders list. Ms. Monstra noted that Committee email blasts sent by the town could include groups like Westchester Latinos United and Neighbors Link.

II. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on September 19, 2022.

Ms. McGinn made a motion to accept the September 19, 2022 minutes as presented; seconded by Ms. Indelicato. In favor: Charlene Indelicato, Katie McGinn, Larry Mango and John Wolff. Absent: Mark Robbins.

III. SURVEY UPDATE

Ms. McGinn stated the participation survey has been widely advertised both online and around town (and with a town-wide postcard mailer) and closes on October 31st. She noted there are almost 400 responses with 100 people volunteering, including a chair for a Chinese language outreach group; we are still looking for a Spanish-speaking outreach team leader.

Mr. Wolff stated that one resident shared that he is forming a Lewisboro hamlet organization, and that individual may be interested in being the outreach team leader for that hamlet. Ms. McGinn noted that we're still looking for chairs of community outreach teams for the hamlets of South Salem and Waccabuc; these leaders would spread the word about new surveys, meetings and public workshops.

Ms. McGinn thanked Ms. Indelicato for representing the Committee and spreading the word about the current survey at the New Neighbor Network fall social event that was held October 2nd at Fox Valley Park. Mr. Mango noted that he will be doing the same at the Trunk or Treat Fall Fest at Onatru Farm October 22nd.

Ms. McGinn thanked the Town Board members for their continued support.

IV. GRANT UPDATE

Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants)

Ms. McGinn stated Mr. Robbins will circulate a draft of the grant application to the Committee next week.

V. ACTION ITEMS

Summary of open action items as of October 2022

Follow up by		Timeline
	Next meeting: November 21 st 7:30pm	
Katie/Valerie	Share survey results after closes 10/31 Discuss options for first community workshop (January) via email before next meeting	November
All	Review current version of Community Outreach Plan here: https://www.lewisborogov.com/cmpsc/page/community-outreach-and-engagement-plan	
Valerie	Unique online participation tools, i.e. one question per month to start as soon as public participation survey is closed. First question will be sent in November.	Starting in November

Valerie	Lead effort to schedule meetings with Committees/Councils, Town Board, Planning Board, ZBA, and ACARC. Ongoing – Have feedback from 7 committees/boards, I have meetings set up with 2 more committees/boards and am waiting on responses from 7 more to schedule.	As of 10/17 Supervisor's office to help coordinate meetings/feedback to ensure all Departments are represented
Mark Robbins	Lead effort to organize drafting of Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants, November 2022 deadline)	Mark to share draft week of 10/17 for Committee feedback
Valerie/Katie	Review options for communicating with mailing list/volunteers (i.e. Constant Contact/Town List Serv, etc.)	November
Katie to coordinate With Charlene	Underrepresented/hard to reach groups outreach Utilize local networks to identify community groups/resources and engage - Social services professionals, local organizations, guidance counselors Explore methods for organizing focus groups or targeted pop-up events	Ongoing
Ciorsdan/Katie With Mary Hafter	Coordinate email addresses for stakeholder list	Ongoing
K McGinn	Lead developing educational webinars/resources for public series Lead advertising/spreading word	Ongoing
K McGinn	Develop content for the Committee's page on the Town web site	Ongoing
All	Watch Maureen Koehl's lecture series on hamlets	Ongoing

VI. NEXT MEETING DATES:

November 21, 2022, 7:30PM – regular monthly meeting (conflict with Town Board meeting) - Zoom videoconferencing for committee members and livestreamed to LewisboroTV YouTube channel for the public.

VII. ADJOURN MEETING – With no further business, the meeting was adjourned by Ms. McGinn and seconded by Mr. Wolff at 9:00 p.m. In favor: Charlene Indelicato, Larry Mango, Katie McGinn and John Wolff. Absent: Mark Robbins.

Minutes respectfully submitted by:



Ciorsdan Conran
Comprehensive Plan Steering Committee Administrator

Town of Lewisboro Demographics and Housing

OCTOBER 17, 2022 Comprehensive Planning Committee Meeting



NPV

TASK		PROPOSED SCHEDULE																		
No.	Title	MONTH																		
		JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	
A.	Project Kickoff																			
	Document Review																			
	Kickoff Meeting																			
	Site Visit																			
B.	Community Outreach Plan																			
C.	Existing Conditions																			
	Existing Conditions Analysis																			
	Opportunity Sites																			
	Draft Report																			
	First Workshop, Public Survey and Meetings with Town																			
D.	Boards, Councils, and Committees																			
	First Workshop																			
	Public Online Survey																			
	Town Committee Meetings																			
	Town Land Use Board and Council Meetings																			
	Town Board Work Sessions																			
E.	Develop Vision, Goals and Objectives																			
	Visioning, Goals, Objectives																			
	Public Workshop (Town and Hamlets)																			
	Town Land Use Board and Council Meetings																			
	Town Board Work Session																			
F.	Draft Comprehensive Plan																			
	Draft Comprehensive Plan																			
	Town Board Review/Meetings																			
	Public Hearing																			
G.	Zoning Amendments																			
	Prepare Zoning Amendments																			
	Public Workshop																			
	Town Board Review/Meetings																			
H.	SEQRA/Adoption																			
	SEQR EAF Part I, II, and III																			
	Town Board Hearing																			
	Town Board Review/Meetings																			
	Adoption of Plan/Zoning																			

• Comprehensive Plan Committee Meetings
◊ Public Workshop/Public Hearing

◊ Town Board Meetings

Comprehensive Plan Topic Areas

- **Plan Topics:**
 - Land Use & Zoning
 - Environmental Resources
 - Transportation & Mobility
 - Community Facilities
 - Infrastructure – stormwater, sewer, water, and wireless communications
 - Demographics
 - Housing
 - Economics
 - Parks and Recreation/Open Space
 - Historic and Scenic Resources
 - Resiliency & Climate Change
 - Community Character

Population Change

COUNTY AND TOWN POPULATION CHANGE: 1990 to 2020					
	1990	2000	2010	2020	Percent Change: 1990 to 2020
Jurisdiction					
Westchester County	874,866	923,459	949,113	1,004,457	12.90%
Town of Lewisboro	11,313	12,324	12,411	12,265	7.76%
Source: 1990, 2000, 2010, and 2020 Decennial Census.					

Population by Hamlet Planning Area

	2010	2020	Change %
Hamlet Planning Areas			
Cross River	1,328	1,287	-3.20%
Goldens Bridge	3,291	3,265	<-1%
South Salem	3,365	3,367	<1%
Vista	2,089	2,041	-2.35%
Waccabuc	1,020	1,000	-2.00%
Lewisboro Hamlet	1,320	1,305	-1.14%
Source: ESRI Business Analyst, 2022.			

Population Change By Hamlet Planning Area

Trends in Town's Population



- The Town's population is generally aging. Lewisboro's median age has increased from 42.7 years old to 46.8 years old in 2020.
- Two age cohorts increased since 2010: age cohorts of 25-34 and age cohort 55-85+ years.
- The age distribution for the Town of Lewisboro is similar to Westchester County.

	2010		2020	
	Count	Percent of Total	Count	Percent of Total
Total Persons	12,411	100%	12,265	100%
White Alone	11,187	90.1%	10,107	82.4%
Black or African American Alone	153	1.2%	191	1.6%
American Indian and Alaska Native Alone	8	<1%	8	<1%
Asian Alone	294	2.4%	435	3.5%
Pacific Islander Alone	1	<1%	0	0%
Some Other Race Alone	27	<1%	71	<1%
Two or More Races	189	1.5%	484	3.8%
Hispanic Origin	552	4.4%	969	7.9%

Source: 2010 and 2020 Decennial Census.

Note: Numbers may add up to more than 100% due to rounding.

Race/Ethnicity

Education Attainment

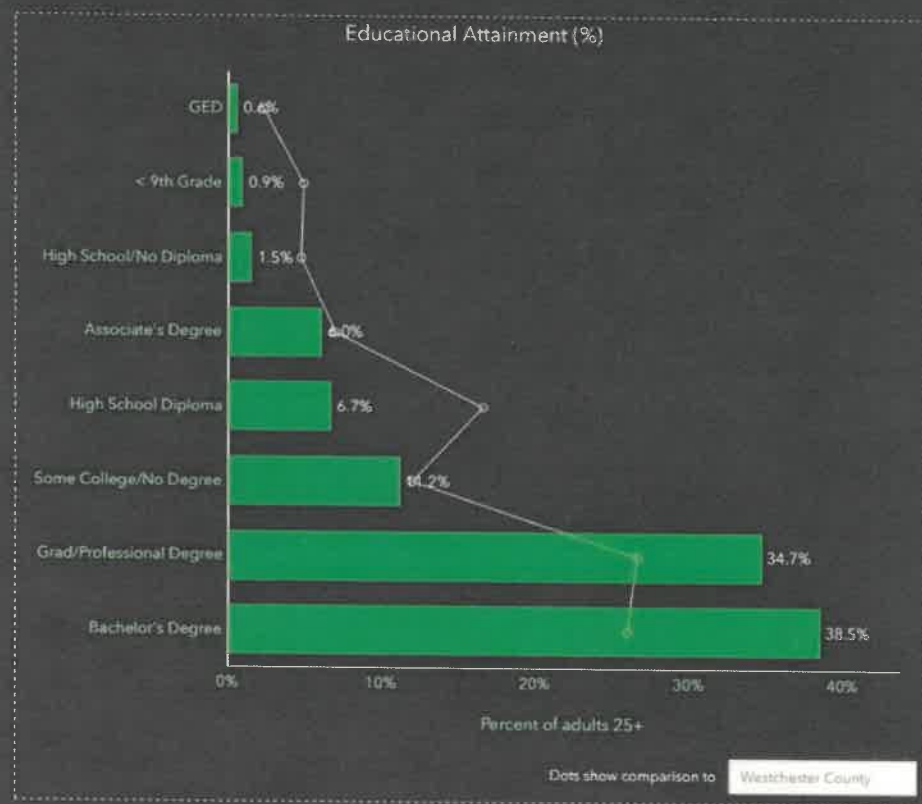
Lewisboro Educational Attainment

Lewisboro town, NY

Lewisboro town, NY (3611942136)

Geography: County Subdivision

Prepared by Esri



Source: This infographic contains data provided by Esri. The vintage of the data is 2022.

Household Income

Household Income		
	2010	2020
	Percent of Total	Percent of Total
Total Households	4,321	4,598
<\$10,000	0.8%	3.1%
\$10,000 - \$15,000	0.6%	3.2%
\$15,000 - \$24,999	3.2%	2.2%
\$25,000 - \$34,999	4.0%	6.9%
\$35,000 - \$49,999	4.9%	3.5%
\$50,000 - \$74,999	11.9%	7.0%
\$75,000 - \$99,999	8.1%	7.3%
\$100,000 - \$149,999	14.6%	12.6%
\$150,000 - \$199,999	14.3%	13.7%
\$200,000+	37.6%	40.5%
Median household income	\$155,766	\$163,400
Mean household income	\$204,540	\$226,361
Median family income	\$178,510	\$186,298
Per capita income	\$71,725	\$83,921
Source: 2010 and 2020 American Community Survey, Five-Year Estimate.		

Hamlet Planning Area Incomes

2022 Hamlet Planning Areas Income						
	Cross River	Goldens Bridge	South Salem	Vista	Waccabuc	Lewisboro Hamlet
	Percent of Total					
<\$15,000	1.6%	2.3%	2.5%	2.6%	1.7%	2.8%
\$15,000-\$24,999	0.9%	0.5%	0.7%	1.1%	0.6%	1.3%
\$25,000-\$34,999	0.2%	3.6%	1.6%	2.0%	0.6%	2.1%
\$35,000-\$49,999	2.0%	2.1%	3.2%	7.2%	2.9%	7.9%
\$50,000-\$74,999	4.9%	7.9%	5.2%	5.0%	5.2%	5.1%
\$75,000-\$99,999	3.6%	3.4%	11.5%	7.2%	7.8%	6.8%
\$100,000-\$149,999	13.6%	18.1%	11.6%	17.0%	11.8%	16.0%
\$150,000-\$199,999	12.9%	8.2%	15.6%	12.4%	13.3%	12.8%
\$200,000+	60.3%	53.9%	48.2%	45.7%	56.2%	45.2%
Median household income	\$200,001	\$200,001	\$192,591	\$179,398	\$200,001	\$178,017
Mean household income	\$326,456	\$297,123	\$279,036	\$255,126	\$310,925	\$249,882
Per capita income	\$114,610	\$106,639	\$101,630	\$96,503	\$111,183	\$95,931

Source: ESRI Business Analyst, 2022.

	Cross River		Goldens Bridge		South Salem		Vista		Waccabuc		Lewisboro Hamlet	
	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%
Total housing units	477	100%	1,232	100%	1,394	100%	855	100%	390	100%	494	100%
Occupied housing units	448	93.9%	1,164	94.5%	1,216	87.2%	807	94.4%	347	89.0%	469	94.9%
Owner occupied	442	92.7%	1,036	84.1%	1,172	84.1%	710	83.0%	342	87.7%	408	82.6%
Renter occupied	6	1.3%	128	10.4%	44	3.2%	97	11.3%	5	1.3%	61	12.3%
<i>Source: 2020, 2010 American Community Survey, Five-Year Estimate</i>												

Hamlet Planning Area Housing Units

Hamlet Planning Area Housing Units

	2010	Percent of Total	2020	Percent of Total
Total Housing Units	4,623	—	5,136	—
1-unit, detached	3,840	83.0%	4,075	79.3%
1-unit, attached	436	9.4%	676	13.2%
2 units	90	1.9%	206	4.0%
3 or 4 units	14	<1%	14	<1%
5 to 9 units	77	1.7%	86	1.7%
10 to 19 units	51	1.1%	39	<1%
20 or more units	85	1.8%	29	<1%
Mobile home	30	<1%	11	<1%
Boat, RV, van, etc.	0	0.0%	0	0.0%

Source: 2020, 2010 American Community Survey, Five-Year Estimate

Affordability Gap in Housing



- \$613,500 – Median housing price.
- 2019 Westchester County Housing study found a housing gap for both for-purchase and rental housing.
 - Affordability gap for rental housing is **\$621 a month**
 - Affordability gap for purchase housing is **\$248,000**