

The background is a dark blue gradient with faint, light blue circular patterns and a scale. The scale is a semi-circular arc on the left side, with numbers ranging from 140 to 260 in increments of 10. There are also several concentric circles and dashed lines with arrows, suggesting a technical or scientific theme.

# QUARTERLY UPDATE

PRESENTED BY:  
THE COMPREHENSIVE PLAN STEERING COMMITTEE

SEPTEMBER 2023

# THANK YOU!

- Community members - for participating in the first two round of meetings
- Community Outreach Teams
- Steering Committee
- Planning Board, Zoning Board, ACARC Chairs
- Town Board liaisons
- NPV team
- Hudson River Valley Greenway



# OUTLINE FOR TONIGHT'S UPDATE

1. Quick review of Committee & Board roles, and project phases
2. Next steps - Round 3 public input
3. Appendices:
  - Community outreach & advertising methods
  - Community participation



# PROJECT REFRESHER

COMMITTEE & BOARD ROLES, PROJECT PHASES & GETTING INVOLVED

# COMPREHENSIVE PLAN STEERING COMMITTEE MISSION STATEMENT

- Engage the Lewisboro community in order to inform the future of our town and capture this vision in an updated Comprehensive Plan.
- Ensure fair and equal opportunities for all members of the community to provide input throughout the multi-year process.



# COMMITTEE & BOARD ROLES

- STEERING COMMITTEE
  - Manages the multi-year process, ensures public input is provided directly to the consultant team and is as inclusive and wide-reaching as possible
- ZONING SUB-COMMITTEE
  - Reviews first draft of consultant team Zoning Code recommendations with an eye towards consistency and practical implementation
  - Helps limit the total rounds of revisions that are required for the draft Zoning Code updates
- CONSULTANT TEAM
  - Translates public input into actionable goals, objectives and recommendations
  - Drafts the updated Comprehensive Plan and Zoning Code amendments
- TOWN BOARD
  - Reviews draft materials along the way to provide advance questions or concerns
  - Votes to approve the updated Comprehensive Plan

# TOWN BOARD INPUT & INVOLVEMENT

- (Ongoing) Quarterly updates & regular email updates/requests
- (Ongoing) Participation in workshops & surveys
- (June 2023) Joint Board Meeting with Town Board, PB, ZBA, ACARC, CAC to provide input on draft Goals, Objectives & Vision Statement
- (September 2023) Discussion with NPV on project plan/deliverables
- (October – December 2023) Opportunities to review the early drafts of Zoning Code update
- Goals:
  - Ask questions, raise concerns throughout the process
  - When final drafts are ready for Town Board vote, there won't be any surprises

# Project timeline

## Introductory Phase

- Community launch survey
- Consultant search & hire
- Consultant preliminary review
- Community participation survey

COMPLETE

## Community Engagement Phase

- Community Outreach Team formation
- Workshop Series 1
- Draft vision, goals & objectives
- Workshop Series 2 - workshops focused on Town & Hamlets
- Joint Board meeting with Town Board, PB, ZBA, ACARC, CAC

COMPLETE

## Plan Update Phase

- Consultant drafts plan & zoning amendments
- Community input on draft
- Workshop Series 3
- Public hearing on proposed plan & proposed zoning amendments
- Town Board votes to adopt updated plan

WE ARE HERE



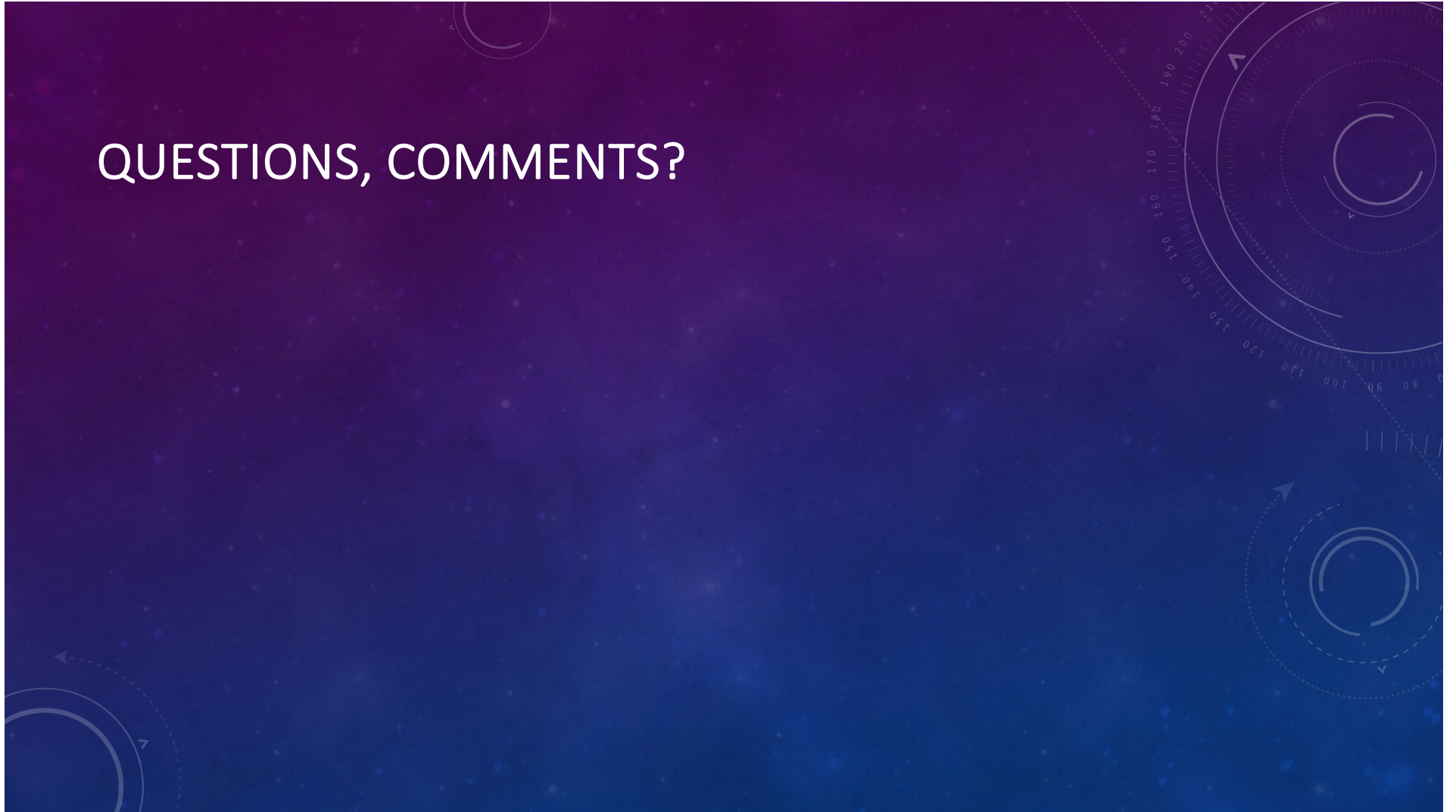
# How can you get involved?

## Plan Update Phase

- Visit our webpage (features Google Translate)
- Send us an email to join our mailing list
- Send us an email to join a Community Outreach Team
- Participate in the public meetings or surveys

**[steering@planlewisboro.com](mailto:steering@planlewisboro.com)**  
**[www.lewisborogov.com/cmpsc](http://www.lewisborogov.com/cmpsc)**

QUESTIONS, COMMENTS?





NEXT STEPS

ROUND 3 WORKSHOPS & PUBLIC HEARING



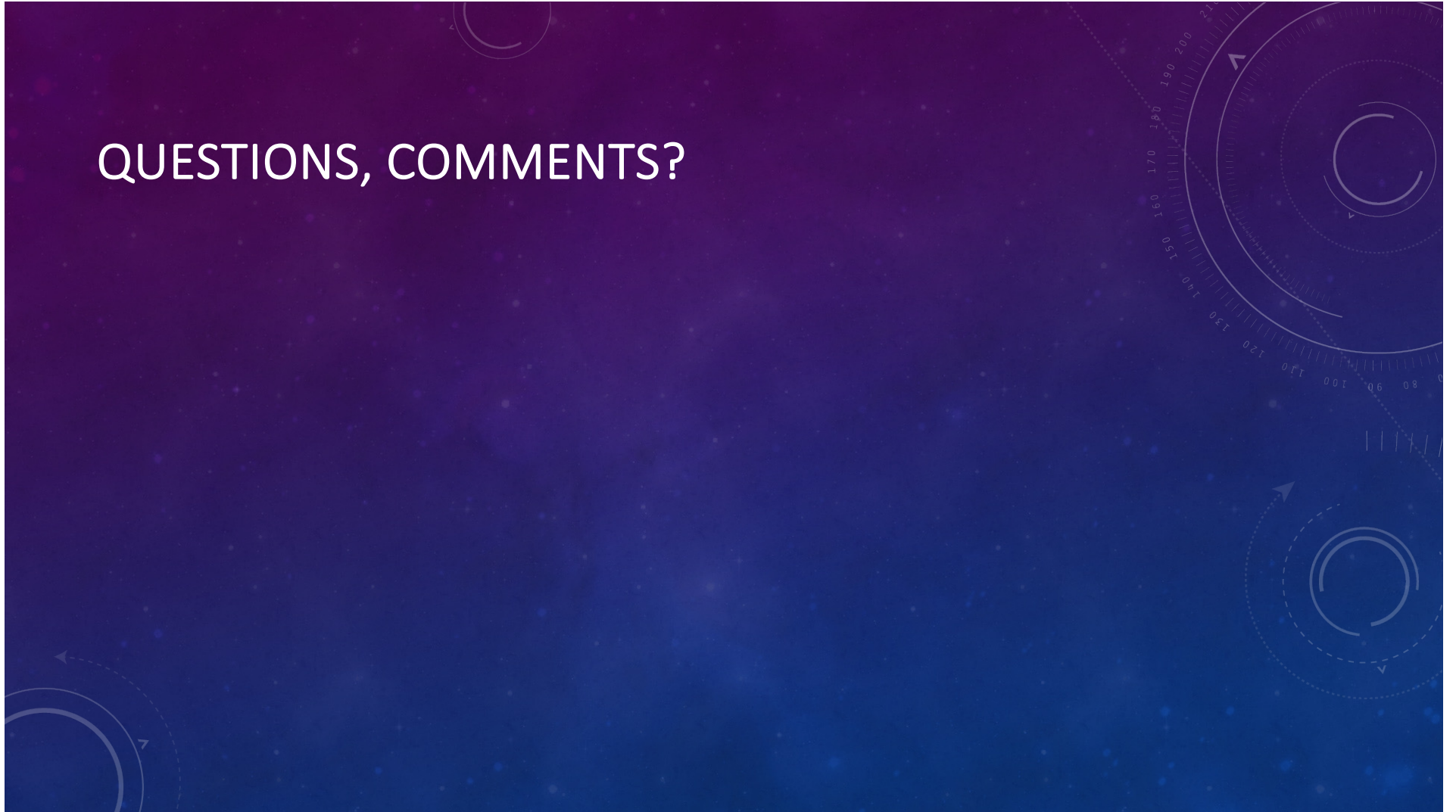
## OPTIONS FOR TIMING: ROUND 3 WORKSHOPS & PUBLIC HEARING

- Public review & feedback on draft Comprehensive Plan & draft Zoning Code updates/amendments
- OPTION 1
  - Workshops late November OR early December
  - Public hearing early 2024
- OPTION 2
  - Workshops early 2024
  - Public hearing early 2024

## OPTIONS FOR FORMAT: ROUND 3 WORKSHOPS & PUBLIC HEARING

- Public review & feedback on draft Comprehensive Plan & draft Zoning Code updates/amendments
- OPTION 1
  - Virtual workshop via Zoom (1.5 hours)
  - Possible in-person option at Town House?
- OPTION 2
  - Additional budget required for separate Zoom and in-person workshops

QUESTIONS, COMMENTS?





THANK YOU!

[www.lewisborogov.com/cmpsc](http://www.lewisborogov.com/cmpsc)

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# APPENDIX A

## COMMUNITY OUTREACH & ADVERTISING METHODS



# PARTICIPATION SURVEY: SEPTEMBER - OCTOBER 2022

## Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media

## Additional Methods:

- Town-wide postcard mailer (*English & Spanish*)
- Fliers posted in each Hamlet (*English & Spanish*)
- Library Fair
- Trunk or Treat
- New Neighbor Event



# FORMATION OF COMMUNITY OUTREACH TEAMS: NOVEMBER – DECEMBER 2022

Community Outreach Teams
• Cross River Hamlet Team
• Goldens Bridge Hamlet Team
• Lewisboro/Vista Hamlet Team
• South Salem Hamlet Team
• Waccabuc Hamlet Team
• Lakes Team
• Spanish Language Team
• Chinese Language Team

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- Lakes Team
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- Chinese Language Team

# ADVERTISING PHASE 1: SAVE THE DATE (ROUND 1 WORKSHOPS) DECEMBER 2022

## Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media

## Additional Methods:

- Constant Contact mailing list (*675 addresses*)
- Virtual fliers via Community Outreach Teams – email, social media (*English, Spanish, Chinese*)

# ADVERTISING PHASE 2: ROUND 1 WORKSHOPS/SURVEY JANUARY - FEBRUARY 2023

## Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media

## Additional Methods:

- Constant Contact mailing list
- Town Cable Channel
- Virtual fliers via Community Outreach Teams
- Fliers posted in each Hamlet via Outreach Teams (*English, Spanish, Chinese*)
- Emails to KLSD PTOs & business owners



# ADVERTISING PHASE 1: SAVE THE DATE (ROUND 2 WORKSHOPS)

## APRIL 2023

### Updated Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media
- Parks & Rec social media
- Parks & Rec website

### Additional Methods:

- Constant Contact mailing list (*700+ addresses*)
- Virtual fliers via Community Outreach Teams – email, social media (*English, Spanish, Chinese*)

# ADVERTISING PHASE 2: ROUND 2 WORKSHOPS/SURVEY

## APRIL – JUNE 2023

### Updated Baseline Advertising Methods

- Town website (*Google translate button*)
- Town weekly community email
- Parks & Rec seniors' newsletter
- Town stand-alone email blast
- Parks & Rec stand-alone email blast
- Record Review
- Katonah-Lewisboro Times
- Town social media
- Parks & Rec social media
- Parks & Rec website

### Additional Methods:

- Constant Contact mailing list
- Town Cable Channel
- Virtual fliers via Community Outreach Teams
- Fliers posted in each Hamlet via Outreach Teams (*English, Spanish, Chinese*)
- Emails to KLSD PTOs & business owners
- Email via KLSD Superintendent to District Staff
- Library programs (April 22 & 26)
- Senior group program (May 31)
- Posters (Fire Houses, LVAC, Town Parks, Town buildings, Library)
- Lawn signs (5 per Hamlet, key intersections)
- Notify Lewisboro call/text alert system (900+ people)
- Social media campaign



# APPENDIX B

## COMMUNITY PARTICIPATION TO-DATE



# ATTENDANCE BREAK DOWN – ROUND 1

## ~ 353 TOTAL

- Virtual meetings
  - Monday evening
    - 80 signed up
    - 35 attended
  - Thursday evening
    - 60 signed up
    - 35 attended
- In-person workshop
  - Saturday morning
  - Free childcare provided in partnership with Country Children's Center
  - Spanish and Chinese translators
  - 122 attended
- Virtual survey (English, Spanish, Chinese)
  - 161 responded

# ATTENDANCE BREAK DOWN – ROUND 1

## ~ 280 TOTAL

- In-person workshops
  - May 13, May 20, June 10 & June 11
  - Free childcare provided in partnership with Country Children's Center (May 13 – June 10)
  - Spanish and Chinese translators (June 11)
  - 122 attended
- Virtual survey (English, Spanish, Chinese)
  - 158 responded

## TOTAL PARTICIPATION IN COMPREHENSIVE PLAN PROJECT PROCESS (DATA PROVIDED BY NPV)

Community	Total Population	Total Participation	Percent of Total Population
Ossining	5,626	535	9.5%
Chestnut Ridge	10,505	774	7.3%
Lewisboro (To-date)	12,265	633	5.2%
Carmel	33,737	1,293	3.8%
Montgomery	23,332	740	3.1%
Haverstraw	12,323	323	2.6%
Poughkeepsie	45,471	830	1.8%