
TOWN OF COLONIE COMPREHENSIVE PLAN UPDATE

TOWN OF COLONIE
ALBANY COUNTY, NEW YORK
COMPREHENSIVE PLAN ADVISORY COMMITTEE (CPAC) MEETING



To: Town of Colonie Comprehensive Plan Advisory Committee
From: Katie Crawford, Land Use Planner I – Barton & Loguidice, D.P.C.
Re: Meeting Summary Notes
Date: November 18, 2016

Meeting Location: Town of Colonie Public Operations Center
Meeting Date/Time: November 16, 2016 - 6:00 pm – 7:30pm
Meeting Attendees: CPAC, Barton & Loguidice, and 13 members of the general public

Summary Notes

This was the third meeting of the Comprehensive Plan Advisory Committee (CPAC) since Barton & Loguidice (B&L) was selected as the Town's planning consultant for the Town of Colonie Comprehensive Plan Update project. Michael Welti, AICP reviewed the meeting agenda for this evening. A copy of the agenda is attached.

A summary of the discussion follows below:

Community Outreach Process

Community Workshops

Mr. Welti began with a review of the first Comprehensive Plan Issues Identification Workshop that was held at Forts Ferry Elementary on November 10th. Mr. Welti felt that the workshop went well, and appropriate feedback was collected from the attendees. Mr. Welti also thanked the committee for attending and listening, and he encouraged them to continue the positive turn out. Meeting notes from the Community Workshop were distributed to the committee and reviewed.

Topics covered at the workshop include:

- Likes and dislikes about living in the Town of Colonie
- Problems and concerns to be addressed within the plan were also discussed
 - The 5 highest priority issues identified at the workshop were:
 - Traffic
 - Development Pressures
 - Natural / Open Space Conservation
 - Walkable/Bike-able community
 - Infrastructure

Mr. Welti would like to post the notes of the public workshop on the website – the committee agreed with this action. Mr. Welti then opened the floor to comments by the committee on the meeting.

- Overall, comments at the meeting were generally positive and included topics such as; open space conservation, neighborhood connections, and the emphasis on neighborhoods
- The committee felt that attendees were a good representation of the community and the northern area of Colonie in particular, but more should be done to improve attendance at future meetings.

Mr. Welti reviewed the dates of the remaining four workshops; all meetings will be held from 6:30 – 8:30 at their respective locations.

- Loudonville Elementary, November 29th
- Shaker Junior High, December 1st
- Lishakill Middle School, December 7th
- The Crossings, December 14th

Mr. Welti noted a flyer announcing the meetings was posted at polling stations across the Town on Election Day and it was also posted on the Comprehensive Plan website. They were also trying to get the flyer prominently displayed on the Town of Colonie's homepage. Mr. Welti mentioned that B&L will be working with the Town Planning and Economic Development Department to make some organizational improvements to the comprehensive plan site.

In terms of additional publicity for the upcoming Community Workshops -

- Mr. Welti also encouraged the committee members to post the flyer wherever they can and to distribute it to any of their contacts
- Suggestions were made to advertise the meetings in front of local schools where they will be held and to post the flyer in the schools' weekly on-line newsletters
- Suggestions were also made to post the flyer at the library and the Pine Bush Preserve

Additional Meetings

Meetings with the Colonie Seniors group and the Neighborhood Coalition are still being scheduled - details TBD.

Community Survey

Mr. Welti reviewed the Siena Research Institute's proposal to assist the committee with the preparation and administration of a Community Survey starting early next year.

- Siena will be sending the survey to 1500 randomly selected registered voters in the Town
- They will be working as a Subcontractor to B&L for a not to exceed budget of \$10,000 – based on their proposal, we expect to pay approximately \$8,500-\$9,000 for their services
- Siena emphasized the anonymity of the survey response
 - Siena to provide an executive summary of the responses and present their findings to the committee
 - The survey is expected to be released in March, tabulated in April, and the results compiled and presented by May

- Siena would like to avoid posting the survey on the website while it is active to avoid an ethical concern; once the survey is complete the questions and results will be made available for public review
- The data and cross tabs will be provided to B&L and the committee
 - This data (with the anonymity of respondents preserved) can also be made available to the public to provide complete transparency

Mr. Welti reminded the committee that a subcommittee will be established in January to help develop the questions for the survey. This will be discussed further at the next CPAC meeting in December.

Committee Outreach Ambassadors

Mr. Welti noted that the committee outreach ambassadors' effort would begin after the Holidays. He reviewed the list of organizations that the committee identified at the last CPAC meeting. The Committee noted that the Village of Menands and Village of Colonie should be added to the list. PTA contacts would also be researched by Mr. LaCivita's office.

Community Profile Update – Data Collection

Mr. Welti informed the committee that B&L has been working with Rob Mateja - from the Town's Management Information Services (MIS) Department - to secure accurate and up-to-date GIS data. The committee requested that drafts of the completed maps to be made available to the committee prior to the next meeting.

Town Roadway Infrastructure

Mr. Welti asked Jack Cunningham (a member of CPAC and the Director of the Town of Colonie's Department of Public Works) to speak about the Town roadway network and maintenance schedules. A summary of Mr. Cunningham's comments follow:

- There are three classifications of road ownership and maintenance in the Town
 - State roads maintained by NYS DOT
 - County roads maintained by Albany County
 - Local roads maintained by the Town
- The Town is responsible for over 300 miles of road
- Every three years these roads are rated on their condition - A database of road condition is maintained in order to shape the annual maintenance plan
- \$2,000,000 is set aside each year for paving - approximately 10 miles of road each year
 - approx. \$500,000 comes from NYS
 - the remainder comes from the Town's capital budget
- On this schedule with the amount of funding available it takes about 32.5 years to repave the entire Town road network - a road typically lasts between 15-25 years (depending on the use and underlying infrastructure of the road)
- The Town is also responsible for the maintenance of associated stormwater infrastructure and sidewalks
 - The Town is responsible for 400 miles of sidewalks
- The Town coordinates with the State, County, and other local municipalities on their road repaving projects to ensure efficiency and proper communication
- The Town also participates in the regional transportation planning process through the Capital District Transportation Committee (CDTC)

A presentation on Town sidewalks may be a useful tool in the planning process, as well as a review of maps of existing infrastructure and the previous sidewalk ("pathways") study.

Next Steps

The next CPAC Meeting will be on Wednesday, December 21st. It will again be held at 6:00 PM at the Public Operations Center. At the December meeting, the agenda will include discussion about the Community Workshops and a presentation about town water and sewer infrastructure.

Public Comments

Mr. Welti opened the floor to public comment:

- Resident identified the Colonie Landfill expansion as a potential planning issue that may need to be considered during the planning process.
- Resident would like to know that the role of landfill expansion will be in the comprehensive plan. The committee is not sure what the role of the landfill within the plan will be because the landfill is not actually being expanded in land mass and there will not be any changes to the town's land use regulations related to the landfill. Information about the landfill permit modification request can be reviewed at www.TownofColonielandfill.com.
- Resident feels the landfill will create more impacts regarding increased traffic flows, also suggested that the landfill may be a good segue to improve recycling programs or other Town programs.
- Resident would like to know where the Siena Survey will draw their sample. It was noted that the survey will utilize a random sample of registered voters in the Town.
- Resident would like to know what the Town is doing to come to terms with the fact that it takes 32.5 years to replace all the roads but they roads are deteriorating within 25 years. The committee noted that this is an issue common to most communities throughout the county and that it is not a problem unique to Colonie. Still it is something that should be considered.
- Resident would like to know what the time frame for the planning process would be in regards to reaching out to the Commercial & Industrial Real Estate Brokers (CIREB). The time frame for a meeting is currently early 2017, but CIREB members may participate throughout the public outreach process like anyone else.

Before adjourning the meeting Mr. Welti reminded the committee and the audience that representatives from Colonie Pure Waters and Latham Water are coming to the next committee meeting. Mr. LaCivita introduced new committee member, Laura Weed, who will replace a member of the committee who could no longer participate. The committee welcomed Ms. Weed.

The meeting was adjourned by Mr. LaCivita at 7:30 pm.



**Town of Colonie
Comprehensive Plan Advisory Committee (CPAC)
November 16, 2016, 6:00 PM
Agenda**

I. Welcome and Agenda Review

II. Community Outreach Process

A. Issues Identification Workshops (5) – November/December

- Forts Ferry Elementary – 11/10/16
 - Feedback/Suggestions?
- Upcoming Workshops:
 - Loudonville Elementary – 11/29/16
 - Shaker Junior High – 12/1/16
 - Lishakill Middle School – 12/7/16
 - The Crossings – 12/14/16
- Meeting Publicity – website, press release, flyers, other?

B. Additional Meetings:

- Neighborhood Coalition
- Colonie Seniors

C. Community Survey – Proposal from the Siena Research Institute

D. Committee Outreach Ambassadors

- List of potential organizations to visit

III. Update - Data Collection (Community Profile)

IV. Town Roadway Infrastructure – presentation and discussion

V. Next Steps

Upcoming CPAC Meeting: December 21

VI. Public Comment

VII. Wrap-up and Adjournment