

TOWN OF
Austerlitz

Phase 1

**Audit of the 2004 Comprehensive Plan
and Recommendations for an Update**

Prepared for the Town Board

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June 2022



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A. Review of 2004 Plan - Phase 1 Efforts:

The first phase of planning to update the 2004 Town of Austerlitz Comprehensive Plan included 1) a tour of the town, 2) a meeting with the Town Board to uncover current trends and issues, and 3) a review and evaluation of the Plan to identify recommended steps for the Town to undertake a full updating of the document. On May 3, 2022, consultant Nan Stolzenburg participated in a tour of the town with Supervisor Lagonia and met with the Town Board. The outcome of the meeting with the Town Board was the creation of a SWOT list (Strengths, Weaknesses, Opportunities and Threats). This list is presented below. This exercise is useful to help identify issues and topics that may need to be addressed in a plan update.

The purpose of this review is to identify any gaps in the plan that should be considered in an update, to identify information needed for an updated planning database, to determine what a comprehensive plan update should address, and to identify actions and ways to help a new plan become implemented. It is hoped that this report will facilitate discussion of what the next steps to update the comprehensive plan should be.

1. SWOT Analysis.

A SWOT analysis is an important part of a comprehensive plan update because it identifies what should be maintained/preserved in a community, what issues and concerns should be addressed, new ideas and opportunities to take advantage of, and long-term threats the Town needs to be aware of. As the process continues, additional public engagement will add to this initial SWOT. The May 3, 2022, meeting also had a number of people from the public in attendance, and they were given an opportunity to comment as well. All comments related to the SWOT are included below¹.

Strengths Identified in the Town	Weaknesses Identified in the Town
Community spirit, there is not 'them vs us' feeling here	Development pressure
Open Spaces	Forests getting fragmented with new development
Growth in Town has been done well; want to see it continue orderly	Agriculture is hanging on and it is getting harder for farms to stay in operation
Rural character, small town feel	Difficulty communicating with residents because for example, there are no general store or place people meet. Harder for word of mouth, and harder for those not online, declining use of land lines
The people, friendliness, they are informed and conscientious and take preservation of Town seriously, there are new ideas and energy being brought to community	Areas of town having no or slow broadband; especially needed for home businesses, virtual medicine and schooling

¹ This table was previously submitted to the Town Board in May 2022,

Strengths Identified in the Town	Weaknesses Identified in the Town
Community organizations (Fire houses, Austerlitz Historical Society, St. Peters Church, Spencertown Academy)	Maintenance of roads a continuous challenge; lack of long term or strategic road plans
Natural Resources, wildlife, wildlife habitats	Aging community population
Location and accessibility (Taconic Parkway, I-90)	Climate change
Access to fresh food	Permanent versus weekender dynamics
Nice balance between agricultural and forested lands	Increasing number of short-term rentals has challenges, felt to disrupt neighborhoods
Historical and cultural resources, sense of local history is strong	Planning: new projects challenging for Planning Board; CEO/PB lack of communication
Blueberries/edibles	Property maintenance issues – a few properties having junk and unkept
Upgrades to Town infrastructure have been exceptional including park, town hall, historic center, new independent Fire Company buildings, all new bridges, improved roads, new highway equipment, new salt shed	Lack of public transportation
Town is financially sound	Lack of bike routes
Town is a Climate Smart Community	Some minor crimes (in town park), no longer has local police force
Bike paths and hiking trails are in State Forest	No commercial district in Town (rural and hamlet districts only). Is one needed?
Town's topography does not lend itself well to cookie cutter subdivision development	Zoning seems adequate but needs more scrutiny; may not be descriptive enough so that there is too much interpretation. Others feel it goes too far; how home occupations can be accommodated in zoning; needs to be more fine-tuned.
	There is separation in Town where Austerlitz feels left out of Spencertown – Spencertown has more of a commercial feel than Austerlitz.
	Loss of emergency service volunteers – Town needs a viable fire and emergency service like ambulance service. Becoming a challenge.
	Lack of public water and sewer.
	Public safety on roads (speeding) in residential areas
	Austerlitz is off the 'radar' of the County (can also be a good thing)
	Question of roads as gravel vs blacktop
	One bridge left to fix
	Lack of affordable housing
	Proximity to I90 and Taconic Parkway opens up Town to more development, contributes to people speeding through town (not stopping in

Strengths Identified in the Town	Weaknesses Identified in the Town
	town) – leads to safety and noise issue from roads.

Identified Opportunities for the Town	Threats Facing the Town
Keep up with equipment purchases – rotate (capital improvement plan?)	Solar farms and NYS supersession of large solar farms
Help the aging population related to affordability of houses, services	Large scale development, with no water and sewer could happen
Have more community activities to spur involvement	Inappropriate or excessive development, over development or industrial development that changes character of the Town
Keep climate change activism and how we protect our rural character, water and forests in the forefront	Rich, powerful people that may change land
Build on assets (like bike events)	Climate change – including related to fragmentation of forests due to development that may change resiliency of Town
Get word out about resources in Town (bike, trails, etc.) – needs better marketing of existing assets. Promote Spencertown Academy more	Environmental catastrophe from outside the Town
Sign board or other signage	Aging population if no young people it will be difficult to maintain the Town as is
Mapping of all town resources	The official population of the town is effectively stable, but there is a considerable amount of growing second homeowners who may or may not be spending more time here for various reasons, for example because of Covid.
Improve town owned land for a park in Austerlitz hamlet	Unregulated home rental business
Make upgrades to Spencertown Park (multi-use field)	
More celebrations like the 200-year celebration as it brought people together	

Other Comments related to Vision and Goals:

- Austerlitz should be a desirable, responsible place to live
- Retain character and institutions of the Town
- Town 48 miles of road with no stoplight
- Be responsible and sustainable
- Recognize that roads influence community character

Why Have an Updated Comprehensive Plan?

- It is outdated
 - Need a tool to better the community
 - Old one may not need many changes, but it could be more specific. First plan was 'mom and apple pie,' but a new one needed with more detail to address development pressures.
 - Old one describes town but has no link between inventory of resources/assets and recommendations made. Fine tune plan with better implementation actions and strategies.
 - More attention must be given to having a comprehensive plan – not enough attention is paid to it now and CPOC where changes to Zoning Laws originates.
 - To draw out more community involvement and to plan together as a community
 - To offer a foundation for zoning changes
 - To look at conservation tools such as overlay, ridgeline protection, wildlife corridor protection – wants a large toolbox.
 - Question on whether to have an NRI or not?
 - To have maps so Planning Board has for use in project review.
 - To support climate action
 - To support grant requests.
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Conclusions from SWOT: The following topics are those at the least, which should be fully evaluated and addressed in a plan update:

- Development trends and pressures: building permit information and demographic information to document changes in housing units, population, and age structure.
- Natural resources in the Town including (but not limited to) forests, agriculture, and climate resiliency, and map and describe all other natural resources and elements that contribute to the assets of the town.
- Roads, infrastructure, land uses, zoning, etc. to be evaluated and planned to address future needs.
- NYS Broadband map and identify areas of low to no service.
- The Town inventory of organizations, agencies, services, town programs and efforts, cultural activities, etc. to have an updated profile of the Town. This should include focus groups with emergency services (to discuss volunteer needs, for example), public safety, etc.
- Affordable housing conditions and needs.
- Capacity of town for additional growth under current zoning standards.
- Capacity in town for large solar farms.

2. **Consultants Audit of 2004 Comprehensive Plan**

Consultant Nan Stolzenburg reviewed the 2004 Plan to evaluate what elements the plan includes and what may be missing or in need of updating. This evaluation included overall observations based as shown in Table 1, below.

It also included use of the American Planning Associations (APA) Best Practices for Comprehensive Plans. The APA tool is an effort to identify desirable elements a comprehensive plan should have to help a community move forward sustainably. I have used that tool to 'score' the 2004 Plan in relation to those best management practices. Those results are below and in Table 2, below.

Table 1: Overall Observations from Review of 2004 Comprehensive Plan	
2004 Comprehensive Plan Element	2022-2023 Update Recommendation
Has vision statement.	Use new public engagement tools as described below to confirm and revalidate, or update the vision statement.
Has a community profile and inventory	This entire section should be updated with current information. All the inventory information (Town History) is very good but not sure it should be front and center. To make the plan more action oriented, this can be moved to an appendix. It is valuable information, but where it is placed, takes away from the other important pieces. Consider moving this to an appendix. The main body of the plan should be oriented to clearly articulate vision, goals, policies, and actions.
Current Condition Maps and associated data/narrative.	<p>It is unclear what maps you actually have in the old plan. The following maps should, at least, be part of the normal comprehensive planning process at the least. See last section of this report for more mapping options.</p> <ul style="list-style-type: none"> • Aerial photograph • Geology • Topography/Slope • Prime farmland soils and soils of statewide importance • Consider new analysis: • Viewshed map • Important ridgelines (this is derived from slope/viewshed maps) • Land Use (on a parcel map) • Zoning/Ag Districts • Conserved Parcels • Recreation/Historic Sites • Water features (streams, wetlands, waterbodies, floodplains) • Important Habitats/Biodiversity areas/Significant Natural Communities
Planning Process used is articulated in plan	<p>An updated plan would have a narrative describing the current process taken.</p> <p>I suggest you add a summary of public opinions and put the actual results of these efforts in an appendix. (See below for more detail)</p> <ul style="list-style-type: none"> • Survey – suggest a new one be redone • Focus groups, and other efforts – see below for recommendations on interviews, focus groups, and recommended open house efforts. • Assets Identified by Community – Update this map that is in the old plan with a new one generated through new online engagement as described below.)
Survey was conducted	Re-do the survey. Some of the questions from the old survey may be able to be repeated, but others may need to be added to reflect current trends/issues and efforts you wish to learn about. This should be an online survey, with letters or postcards of invitation mailed to everyone, with the option to get a paper copy from the Town Clerk for those that don't have online access. Some towns still mail full paper copies to everyone, but I feel that is a waste of money because most people prefer to do these online

Table 1: Overall Observations from Review of 2004 Comprehensive Plan	
2004 Comprehensive Plan Element	2022-2023 Update Recommendation
	<p>anyway. We do want to offer paper to those that need them, however. In order to update the vision and goals, you will compare results of the new survey with those of 2004.</p>
Town History included	As above, this whole section should be moved to an appendix.
Austerlitz in 2003 (inventory and current conditions)	<p>New work is needed in this area. We look at demographics, environmental resources, other town assets such as municipal resources, parks, services, and community resources (activities, organizations, etc.) to have a current picture of conditions in 2022.</p> <p>Key trends since 2003 should be redone and highlighted. Much of this detailed information is usually added in an appendix, however. An update process should update all this information and look at new demographic data through 2022 using Census data. An updated property class map can also tell us much about land use changes over time.</p> <p>This whole section needs updating and expanding. Its purpose is not only to document those current conditions, but to glean trends and build elements to include in a final SWOT table (Strengths, Weaknesses, Opportunities and Threats). I also recommend that much of this be placed in an appendix.</p>
Assets and Challenges	<p>This needs to be updated with new information learned. We use public engagement and the inventory of current conditions to detail these sections. We also would compare new information to what is here to see trends/changes to identify in the plan.</p> <p>One aspect that is important to concentrate on, and that offers legal foundation for land use regulations, is to have the comprehensive planning process result in a thorough description of what your community character is. While we all might say ‘rural character’ it may mean different things to different people. An appropriate role of an updated plan would be to provide additional description and definition of what the Towns’ character is so that the land use regulations can clearly address that.</p>

Table 1: Overall Observations from Review of 2004 Comprehensive Plan	
2004 Comprehensive Plan Element	2022-2023 Update Recommendation
Goals and Recommendations	<p>Based on all of the above, the goals from the 2004 Plan can be either revalidated and included, edited to reflect desired changes, or new ones added to in order to reflect current needs and values of Austerlitz.</p> <p>In my opinion, the current table showing goals and recommendation can be expanded on. Part of it is format (maybe this needs more narrative instead of a table), but definitely more detail to be actionable.</p> <p>Further, it is important for a comprehensive plan to articulate the policies of the Town. These may be expressed in goals, but often need objectives, and in some cases, specific policy statements. This is also an opportunity for Austerlitz to express other values of importance such as inclusivity or commitment to address climate change.</p> <p>This section needs to articulate the range of actions and strategies needed to be implemented. From this longer list of strategies, another section should be added that prioritizes those actions and offers more detail on how those priorities can be implemented. The strategies that are in here are good, but I suspect many have not been implemented.</p> <p>We would want to identify and keep those strategies that are still valid for today’s needs, and augment this section of the plan with new ones. I usually recommend the full strategies and actions be more narrative by goal, and then the action table follows that highlights the implementation needs of those priority actions. Some plans have another table that lists priority actions, then actions that should take place 5-10 years later, or ongoing actions that need to happen each year. See additional comments on updating recommendations below.</p>

American Planning Association’s Best Practices for Comprehensive Plans.

“Best practices” are planning action tools that a community may use to realize the principles, processes, and attributes in their comprehensive plans to be a sustainable place. Given the vision and goals of the 2004 plan, it seems that Austerlitz does want to be sustainable – both economically and environmentally – so this tool seems to be an appropriate aid to help identify possible topics that should be included in a plan update.

The APA tool allows for self-rating and includes a plan-rating procedure that communities can use to systematically compare their plans against a national standard. This procedure can be used to help you understand how the plan addresses the recommended best practices for each principle, process, and attribute considered to be important to have in a comprehensive plan. Although designed as a scoring matrix by APA, for our purposes, the score was less important, so I have not included them. Rather, the best practice criteria should be looked at to help you understand topics that an updated plan may need

to address. If the Town desires, I can provide the APA Scoring matrix that you could all do as your own self-evaluation.

The criteria in the APA tool are not prescriptive or a ‘recipe’, but designed to help a community think through elements that may be important to be addressed. Best Practices are the planning action tools employed by communities to activate the desired principles, processes, and attributes of their comprehensive plans. Based on state-of-the-art practices found in leading plans and planning literature, they represent the best thinking of the planning profession on how to carry out the visions and goals of their plans.

My audit included a comparison of the 2004 Plan with the APA Best Management Criteria. The following review offers my opinion as to what best practice components for sustainability are included or not in the 2004 Plan so that future planning can determine whether they are relevant or not. I stress that not all of the criteria in the APA tool are useful in Austerlitz because some were more urban-oriented. But I do feel this offers a useful framework for the update process and offers ‘food for thought’ as the Town moves forward to ensure the update is ‘comprehensive.’ My intent in including it was to foster discussion and identification of topics of importance to Austerlitz.

The following table outlines the APA Best Practice Criteria and my observations as to how well the 2004 Plan addresses each.

Table 2: Observations on How 2004 Plan Addresses Best Practice Principles and Criteria (from American Planning Association’s Sustainable Places: Best Practices for Comprehensive Plans)		
	Best Practices Plan Principles	APA Criteria. The 2004 Plan....
Principles – statements of intent Scored Low	Livable Built Environment: Ensure that all elements of the built environment, including land use, transportation, housing, energy, and infrastructure work together to provide sustainable, green places for living, working and recreation and a high quality of life.	Minimally addresses multimodal transportation, complete streets, accessible public spaces, implement green building design and energy conservation, discourage development in hazard zones. It does address design standards appropriate to community, and the desire to conserve and reuse historic resources.
	Harmony with Nature: Ensure that the contributions of natural resources to human well-being are explicitly recognized and valued and that maintaining their health is a primary objective.	The plan does address ways to connect and protect natural habitats and sensitive lands, encourages water conservation, and plans for lasting water supply and identifies need to protect and manage streams, watersheds and floodplains. It minimally plans for protection of green infrastructure, development that protects green infrastructure, reduce carbon footprints, climate change adaptation, or provide for renewable energy use, or provide for solid waste reduction – primarily because these were not topics any plan really covered in 2004.
	Resilient Economy: Ensure that the community is prepared to	The plan does address community-based economic development and revitalization and offers narrative

Table 2: Observations on How 2004 Plan Addresses Best Practice Principles and Criteria (from American Planning Association’s Sustainable Places: Best Practices for Comprehensive Plans)		
	Best Practices Plan Principles	APA Criteria. The 2004 Plan...
	deal with both positive and negative changes in its economic health and to initiate sustainable development and redevelopment strategies that foster green business growth and build reliance on local assets.	to provide and maintain infrastructure capacity in line with growth or decline demands. It minimally addresses providing physical capacity for growth, balanced land use mixes for fiscal sustainability, green businesses and jobs, or plans for post-disaster economic recovery
	Fairness and Equity: Provide for the housing, services, health, safety, and livelihood needs of all citizens and groups.	The plan does address providing a range of housing types and protecting populations from natural hazards. It minimally plans for improving health and safety of at-risk populations and promoting environmental justice. Providing adequate public services to all citizens, and upgrading infrastructure and facilities are also addressed but not in detail.
	Healthy Community: Ensure that public health needs are recognized and addressed through provision of health foods, physical activity, access to recreation, health care, environmental justice and safe communities.	The plan does address physical activity and healthy lifestyles, and providing parks, recreation, greenways and open space but minimally addresses planning for equitable access to all, reducing exposure to toxins and pollutants, and planning for access to healthy, locally grown foods.
	Responsible Regionalism: Ensure that all local proposals account for, connect with, and support the plans of adjacent jurisdictions and the surrounding region.	The plan does not really address any of the suggested regional criteria, which include coordinating plans with regional transportation, local housing plans, local open space and ag plans, promoting sharing of resources, enhancing connections between local centers and regional destinations, or encourage consistency between plans in the region.
Processes – planning activities Scored Good	Public Participation: Ensure that the planning process actively involves all segments of the community in analyzing issues, generating visions, developing plans, and monitoring outcomes.	The plan has excellent public involvement and meets almost all the criteria including engaging stakeholders at all stages of the planning process, seeking diverse participation, providing ongoing information, and uses a variety of communication channels to inform and involve. It is unknown whether this engagement continued after the adoption of the plan. The plan does not address developing alternative scenarios for the future or reaching out to disadvantaged communities in Town.
	Accountable Implementation: Ensure that responsibilities for	The plan minimally addresses these criteria. New Plan could be strengthened by more specific

	Best Practices Plan Principles	APA Criteria. The 2004 Plan...
	carrying out the plan are clearly stated, along with metrics for evaluating progress in achieving desired outcomes.	actions for implementation, identifying funding sources for implementation, and establishing implementation benchmarks, indicators, and targets.
Attributes – content of a plan Scored High	Vision, Goals, Policies, Consistent Content: Ensure that the plan contains a consistent set of vision, goals, policies, objectives, and actions that are based on evidence about community conditions, key issues and impacts.	The plan does a very good job of assessing strengths, weaknesses, opportunities and threats, establishing a fact base, developing a vision for the future, and goals in support of that vision. It does a moderate job addressing setting objectives, policies to guide decision making, and defining actions to carry out the plan.
	Coordinated Strategies and Recommendations: Ensure that the plan includes creative and innovative strategies and recommendations and coordinate them internally with each other and with plans of adjacent jurisdictions.	The plan does a very good job in being comprehensive, in complying with laws and mandates, and transparent in the plan’s substance. It also does well with integrating with other local plans and programs in town at the time and is consistent in its approach. It may not be presented in as persuasive approach as it could and does not coordinate with plans of other jurisdictions and levels of government.

B. Recommendations to Update the 2004 Comprehensive Plan

Based on all above, I recommend that the Town consider the following tasks to update the 2004 Plan. A new planning process could be done in phases if so desired, and the table below separates the tasks that way. Depending on how the Town wants to proceed, each phase can be done one at a time. Some communities do Phase 2 and 3 simultaneously. Note however, that Phase 2 and 3 need to be done before you launch into Phase 4. This report constitutes Phase 1 – evaluation of the current document.

Recommended Task, and Order
Meet with Town Board and Comprehensive Plan Committee for a kick-off meeting to go over tasks, schedule, identify stakeholders, etc. Note that most comprehensive planning processes take 18 months to complete.
Phase 2: Update the Planning Database – to have factual information about Austerlitz
Update Planning Database (inventory) including collection of Census data, local data about the Town from other sources, and inventory of local cultural, historical, environmental, economic assets. The census data can help identify housing trends and calculate housing affordability.
Conduct GIS analysis and mapping with narratives. There are several options to do this: Option 1: This would collect data for and map the basic layers including stream, wetland, floodplain,

slope, ridgelines (building on past GIS work done), zoning, land use, conserved lands, and soils, but can also include climate resiliency and biodiversity-related maps such as critical habitats, core forests, and similar. See also list above in Table 1. Each map would have a concise narrative describing features shown on that map.

Option 2: This would be more in-depth and be a full Natural Resource Inventory that maps every resource mappable, and with a more extensive narrative describing the resource, its status in Town, potential impacts to each, and recommendations to protect that resource. I strongly recommend that if this option is chose, the NRI should become an integral part of the updated comprehensive plan. The recommendations should be integrated into the Plan as action items, and the entire NRI added as an appendix and adopted together.

Option 3: This is a combination of Option 1 and 2, and ensures all mapping is done as part of the comprehensive plan along with all the planning and recommendations needed to protect those resources but is not an extensive written document as some NRIs are. Many NRI's are hundreds of pages long and are, in my opinion, less useful on a day-to-day basis for the Planning Board and others. Option 3 is to include all the mapping, shorter narratives, and recommendations in the Plan, but the NRI product is an online, GIS-based tool. Called a story map, this option presents the natural resource data in maps able to be searched by resource or location. See example of an NRI story map at:

<https://newpaltzencb.maps.arcgis.com/apps/MapSeries/index.html?appid=5d9facd3b04c45469a89a66084d9ce7a>

Note that if Austerlitz were to get funding from DEC to do an NRI, they really like the story map but will require the full, detailed document too. So some of your decisions may be determined as to funding source.

Other Optional GIS Recommended Analyses to include that may be helpful for Austerlitz:

Build-out Analysis – this is a GIS study done to show the effect of a full build-out in town using the Town's zoning requirements. It is a map and tool designed to help the town understand the potential outcome of full build out and evaluate whether this scenario is desired or not.

Solar Capacity Analysis – this is a GIS study done to show where solar development may go. It uses slope, aspect, parcel size and solar siting attributes to map likely places solar facilities may be built. This results in a map that can be used to help long-range planning for town-reviewable solar facilities and can be used to strengthen the Town's position in state-reviewable solar facilities.

Environmental Sensitivities Analysis – this is a GIS study done using all the natural resource inventory information from above. It combines, and prioritizes those natural resources, and results in map(s) showing overlap of and location of environmental sensitivities. This can be used to create overlay districts to protect certain areas, target areas for conservation, and establish critical environmental areas.

Scenic Roads Identification – using input from the community, this GIS study can create a map showing viewsheds from scenic areas or roads. This information can be used to develop programs and development standards designed to protect those viewsheds.

Phase 3. Public Engagement – involve all walks of life in Town in SWOT analysis, updating vision and goals, and brainstorming opportunities.
Work on a regular basis with the local comprehensive plan advisory committee. This usually entails a monthly meeting to facilitate the process and make decisions. Time should be spent as well coordinating with other committees at the Town level such as the Climate Smart Community Committee.
Conduct interviews (phone) and focus groups for stakeholder input (proposed as online). Generally, we conduct ten interviews and 3 focus groups. The Town’s advisory committee would identify stakeholders to interview and groups to invite to focus meetings. The focus groups could concentrate on a topic (environment, economic, senior services, for example), or could concentrate on audience (seniors, hamlet residents, etc.). Information learned through this step would help inform the development of a town-wide survey and it is recommended these tasks be done before development of a survey.
Develop, conduct and analyze an online (with paper option) resident/landowner survey. Mail a postcard or letter with information about how to do the survey (link, or phone number to request paper copy) to all residents and landowners in town. The results of the survey would help inform development of the open house workshop to follow. One important aspect of the survey is to gather input to help further describe and define what the Town’s character is and what it is desired to be. This information, will be especially important to include in an updated plan.
Conduct one open house format workshop (in person) to gain additional input and prioritize vision, goals, and opportunities to be included in the updated plan.
As part of the survey, or as a separate public engagement effort, use an online tool to create a new assets map asking residents and landowners to identify what assets they feel are important to the Town and where they are.
Phase 3. Update Vision and Goals – to establish the direction of the updated plan.
Develop full SWOT based on all above data sources.
From all above and the SWOT, update vision and goals as needed based on all above information.
Develop policy statements
Phase 4. Develop Strategies and actions including planning implementation toolbox
Review existing zoning law and prepare an audit that compares existing to expectations as outlined in the updated Comprehensive Plan and make recommendations for improvements.
Develop new recommendations, strategies and actions to be included in the plan.
Develop zoning and land use recommendations to be included in plan needed to meet vision, goals, and policies.
Develop a full draft plan with all maps and appendices.
Phase 5. Conduct Adoption Process for Plan

Present draft plan to public at a workshop, open house, or presentation. This is an informal presentation with Q and A.
Following the more informal presentation, above, hold a legally noticed (required) public hearing hosted by Committee (online and/or in person).
Make edits to create a final draft plan based on public input.
Submit Final Draft Plan to Town Board for their consideration.
Town Board to hold a second, legally noticed (required) public hearing within 90 days of receipt of the final draft plan from the Advisory Committee.
Make edits to create a final plan.
Conduct SEQRA, and refer plan to County Planning Board for GML 239 review. Upon completion of those steps, the Town Board can adopt the plan via a resolution.