

Date: September 11, 2015

Project Name: Nyack Comprehensive Plan Update
Project Number: 3152
Subject: Client Kickoff Meeting

Meeting Location: Nyack Village Hall
Meeting Date: September 4, 2015

Prepared By: Susan Favate
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Participants: Mayor Jen Laird-White; Trustee Doug Foster; Village Planner Bob Galvin; Marcy Denker, Sustainability Coordinator; Building Inspector Don Yacopino; Frank Fish, BFJ Planning; Susan Favate, BFJ; Simon Kates, BFJ; Eric Fang, Perkins Eastman; Brent Oltz, James Lima Planning & Development; Max Stach, Turner Miller Group; Bill Shute, COWI; Hugh O'Neill, Appleseed.

The purpose of this meeting was to confirm the project consultant team and Village contacts, discuss the overall direction of the project and outline project scheduling and next steps.

1. Project Coordination/Communication

- Doug Foster will be point person for all draft deliverables and project communication
- Coordinate with McLaren Engineering on their work on the Broadway TAP project.

2. Steering Committee

- Will include Jen Laird-White, Doug Foster and possibly an additional Trustee.
- Goal is to keep at 10 or fewer members.
- Time commitment: monthly status meetings and review of draft materials.
- Zoning review can be led by a technical review committee, with representation from the Village's land use technical committee and the Comprehensive Plan steering committee.

3. Preliminary Discussion of Issues

- Zoning non-conformity is a significant issue, resulting in a substantial amount of variances.
- Comprehensive Plan needs to have some weight, and it needs to be clear how it is used day-to-day.
- Village just got \$2 million for Hurricane Sandy-related repairs.
- Sustainability should be woven throughout the Plan. See the CFA grant application for some metrics.

4. Next Steps

- BFJ to prepare one-page brief on the project for posting on the Village website.
- September 18: Kickoff meeting for Broadway TAP project (BFJ to attend)
- October 8: First Steering Committee meeting, 6-7:30 p.m. at Village Hall.
- October 19, Opening public workshop, 7-9 p.m., at the Nyack Center.