



COMPREHENSIVE PLANNING

Town of Manlius

Comprehensive Planning Steering Committee Meeting

February 16, 2022

Attendance: Sara Bollinger, Heather Waters, Allison Weber, Keith Ewald, John Deer, Grace DeSantis, Bobby Schepp, Paul H Bern, Kay Gallery, Rick Hall, Marissa Mims, Colin Wesley, Nicole Potocki, Bill Kirchoff,

Excused: Paul Whorrall, Kerrie Catalino, Joe Lupia

Not Present: Carrie Koehle, Don Gates, Leah Kraus

Next Meeting: Tuesday April 19, 2022, at 6:30 pm

Process Update

Congratulations to Manlius on the award of a CSC Grant to complete Climate Action Plan.

The Climate Action Plan will be developed in conjunction with the Comprehensive Plan.

Completed Project Timeline Tasks/Events:

- Public Workshop & Community Survey
- CFA Application for Climate Action Plan & Additional CP Funding
- Steering Committee Kick-Off Meeting
- Focus Groups and Pop-Up Events
- Drafting of Introduction & Community Profile

Future Tasks/Events:

- Draft Vision & Goal Framework
- Community Development Strategy & Action Plan
- Draft Comprehensive Plan
- Community Open House & Committee Public Hearing
- SEQR & County Referral Process
- Town Board Public Hearing & Adoption

Thanks to the CSC Grant, 2022 should remain flexible.

Additional Outreach Summary

11 of 14 Outreach Efforts have been completed.

3 Outreach Activities completed since October 2021:

- Civil Space Website & Surveys
- Old Erie Canal Listening Session
- Technology Focus Group

Focus Groups Summary Comments and Thoughts:

Rick Hall: Even with focus groups and surveys, sample is still small. Will focus groups come up with questions for more surveys? (Response – Surveys are available on Civil Space website. We will be focusing on new ways to push surveys more aggressively.)

Marissa Mims: Is there a target number or percentage of residents we are looking for in survey response? (Response – *Sara Bollinger:* Our goal was 10%. We understand that is high, but we will try to get there. *Keith Ewald:* Given Manlius' population, 3%-5% is ideal.)

Keith Ewald: What type of mechanisms do we have to push surveys? (Response – We have put things in Eagle Bulletin. We have tried to push out communications via ads and such. We will make sure there are surveys for all topics and roll out a few more surveys for broad advertisement.)

John Deer: Recommends NextDoor once more surveys are out.

Kay Gallery: Suggests using social media. Also mentions that seniors have a more difficult time navigating online survey sources. If we can embed survey into social media, there may be a larger response.

Other communication suggestions:

- Action Step of pushing surveys.
- Can reach out with personal invitation to groups to push surveys.
- Perhaps pushing to churches (introduce in Communications Plan)
- Libraries, senior centers, YMCA, etc.
- Ad in Immaculate Conception bulletin
- Formation of 3-person communications committee to put together a flyer for surveys. Circulating flyers will be a Spring activity for getting interaction. (Keith with BNL has offered to help with this endeavor.)
- Presentations at Senior Centers, Fire Departments, etc.

Community Profile Overview

Current status is a living document, meaning specifics are still fluid.

Introduction – Brief background on the Town of Manlius, Purpose, Supported Documents, Benefits, and Process

Public Input Summary – Will be compiled with public input from ongoing surveys.

Community Profile – Geographic Context, History, Population, Housing, Employment & Earnings, Industry, Environmental Conditions (environmental conditions may be amended once Climate Action Plan is developed), Public Infrastructure, Community Assets, Land Use, and Zoning

This document will be available for public review.

If any relevant studies are being done/have been done, contact Grace DeSantis or Keith Ewald so that it can be included in the Comprehensive Plan. (Example: Traffic studies, historical studies, etc.)

Heather Waters: What relevant information will come from school district? (Response – *Keith Ewald:* What would be of interest would be if there are any schools that will be consolidated or closed, or anything that effects on a community level. School infrastructure projects, which will affect community infrastructure.

Vision & Goals Intro

The Vision is intended to last for the life of Comprehensive Plan.

The Policy/Goal should cover more specific topics (resources, transportation).

Objectives are intended to expand on the policies/goals.

Recommendation/Action Items can vary in length from few weeks to few years and are the most specific to achieve the objectives.

*Recommendations can be assigned to many Objectives; for example, Brighton integrates its Climate Smart Program into its Town Policy Framework.

Break Out Sessions

Committee members broke into small groups to begin development of two topic areas within the Town of Manlius Comprehensive Plan Policies/Goals & Objectives Workbook.

These workbooks will continue in development until March 2, 2022.

Next Steps

March 2 deadline for Policies/Goals & Objectives Workbook.

Next meeting tentatively scheduled for Tuesday April 19, 2022, at 6:30 pm.

Viewing of developed Comprehensive Plans strongly suggested for committee members to determine goals and objectives for workbook completion.

Next Meeting Objectives:

- Updates to the Community Profile
- Preliminary Policies/Goals and Objectives

Homework:

Advice from Keith Ewald: Narrow in on 3-5 goals for the coming years and produce high level actions to achieve. This allows companies/investors to know what the town wants *and does not* want before seeking development. (i.e., Don't include phrases like "We will build affordable housing," instead say, "We want affordable housing")

Between now and April, focus groups and discussions will continue.

Upcoming Timeline

Communication Plan should be developed and in process by April.

July 4 will be a key networking opportunity for pushing this project and communicating with residents.