

### **Timeline draft (for funded project by DEC CSC program)**

*RM & MW 7-12-22; approved by Town Board (oral agreement) at 7-12 mtg:*

- Creation of the Comprehensive Plan Update Steering Committee (to occur prior to contract period): Sept – October 2022
- Initiate Steering Committee meetings (to occur prior to contract period): Nov & Dec 2022 (begin project visioning / charting of information needs, with Town Planner)
- Steering Committee meetings; initial Public Information meeting on Comprehensive Plan Revision effort and goals (held by SC with assistance from Town Planner): January - March 2023
- DEC Contract Negotiations: January - March 2023; develop & release RFP for consultant
- Prospective Consultant Outreach & Selection of Planning Consultant: April 2023
- Comprehensive Plan Update work with Consultant support, Public Forums: May 2023 – Jan 2024
- Draft Comprehensive Plan released: Feb 2024
- Public Forum and Draft Plan Refinement: March – April 2024
- Comprehensive Plan Update Finalization: (includes NYS- required reviews April 2024 – May 2024)
- Plan adoption: May – June 2024
- Implementation Strategy Initiated (to occur outside of contract period): Starting June 2024

### **Possible Steering Committee tasks in interim before consultant is hired (initial brainstorming,):**

- Work with SWCS on flood maps and info (i.e. work with local County agencies to identify relevant information. This goes to one of the other CSC certification items we said we would include (PE7, Design Flood Elevation and update local Flood Maps)
- Put together visioning ideas, areas that most need updating and focus, specifically consider Sustainability elements that are key for the Town to incorporate (coordinate and outreach with CSC Southern Tier coordinator and CSAC as the Task Force), coordinate first Public Info session, working with Town Planner to execute; start putting together a Comprehensive Plan Update area for the webpage.

NOTE: Comments from our perspective Planner (Niels) interview -- When asked how he saw development of a Comprehensive Plan review process, he said – develop a public participation plan, as it is important to set parameters and timeline for public engagement; identify stakeholders; start webpage for Comp Plan; the Planner can facilitate and help coordinate the process.

Steering Committee is a good start towards a public participation strategy, and identifying stakeholders, as well as conceptualizing a webpage and generating some information for it in advance of having a technical consultant.

### **Collaborations:**

- NYRWA (Source water protection study and protection plan (ongoing fall 2022 – 2023/24))
- Tompkins County Planning and Sustainability Department
- Tompkins County Soil and Water Conservation