

## **RESOLUTION**

### **Town Comprehensive Plan Subcommittees**

WHEREAS, New York State law provide municipalities the authority to enact local zoning laws in accordance with a comprehensive plan, which is intended to be the basis a municipality's local zoning law as it sets out the official land use policy of the Town and presents goals as well as a vision for the future to guide official decision-making; and

WHEREAS, the Town Board previously designated the Planning Board to write a new Town Comprehensive Plan (TCP) which has not been updated since 2003; and

WHEREAS, following the Town Board's request to the Planning Board to prepare a new TCP the Planning Board held meetings in each hamlet to obtain input from the community, after which the Planning Board examined the present TCP and identified areas to be addressed in a new TCP to take into consideration developing technologies, demographic changes, new federal and state standards, the installation of new infrastructure such as sewers, as well as sustainability, recreational needs, housing and revitalization of our hamlet centers; and

WHEREAS, the Planning Board has provided recommendations to the Town Board to facilitate the creation of a new TCP through the formation of subcommittees to involve as many stakeholders as possible, with such subcommittees reporting to the Planning Board.

NOW, THEREFORE, the Town Board hereby resolves as follows:

1. A subcommittee to the Planning Board is established for each of the hamlets of Bedford Hills, Katonah and Bedford Village which will assist the Planning Board in creating a "mini master plan" for its respective hamlet center. Each such subcommittee is charged with the following: identify the unique characteristic of the hamlet; consider measures to preserve and enhance such characteristics while addressing the broader needs of the Town in regard to housing, merchant and customer parking, commuter parking (Bedford Hills and Katonah), economic development, impact of sewers (Bedford Hills and Katonah), impact of lack of sewers and possible solutions (Bedford Village and such areas of Bedford Hills and Katonah for which sewers are desirable but for which a plan and/or funding do not presently exist), water supply issues in Bedford Village, as well as in areas of Bedford Hills and Katonah not within a Town water district, existing zoning and potential changes, particularly in areas where hamlet vitality might be increased by allowing new uses, or by limiting certain other uses; and such other matters which such committee considers pertinent to its work.
2. The Transportation Infrastructure Subcommittee is established which will assist the Planning Board to consider the following throughout the Town: traffic issues, road maintenance, dirt roads, traffic calming proposals, impact of new storm drainage regulations on road and sidewalk development, expansion of provisions for pedestrians and cyclists, development of path/trail systems to allow pedestrians and cyclists to get from one part of town to another, discuss needed improvements regarding Metro-North service; and such other matters which such committee considers pertinent to its work.
3. The Horse Farms and Agricultural Uses Subcommittee is established which will assist the Planning Board to consider the following throughout the Town: measures which these

communities and uses, so important to Bedford's character, need to thrive, including potential zoning changes; contribution of such uses to Bedford's Open Space goals; whether the Town should take affirmative actions to preserve and protect the highly regarded and extensive trail system of the Bedford Riding Lanes Association (e.g., subdivision and site plan review), the BRLA trails; impacts of such uses, both positive and negative, on surrounding or nearby residential areas and measures by which the positive impacts may be enhanced and negative impacts mitigated; environmental impacts; and such other matters which such committee considers pertinent to its work.

4. The Sustainability Subcommittee is established which will assist the Planning Board to consider the following; in consultation with Bedford 2020, the Conservation Board, Sustainable Westchester, the Director of Energy Resources and Sustainability and others in the Town's environmental community, review the Climate Action Plan (CAP) which the Town Board adopted as a chapter of the present TCP; integration of the CAP, as same may be amended and supplemented, within the TCP which, among other things, should resolve any conflicts between the CAP and other goals and provisions of the TCP; consider additional sustainability goals and timelines and measures for implementing such goals; addressing invasive flora and fauna; evaluate long term planning for preparing for impacts of global warming, including increased frequency and intensity of major storm events, power outages and flooding, and in developing plans, consult with the Town Comptroller to consider provision within the Town's Capital Plan; and such other matters which such committee considers pertinent to its work.
5. As to each of the subcommittees, the Town Board concurs with the recommendations of the Planning Board:
  - a. The Town Board will appoint the Chair.
  - b. Each should have no fewer than five members nor more than seven.
  - c. The term of each member shall extend throughout the duration of the process for developing a new TCP.
  - d. Subcommittees are requested to meet at least monthly and provide to the Town Board, Planning Board and Planning Director brief minutes of each meeting outlining issues discussed and any resolutions reached.
  - e. Skills, professional expertise and experience which should be considered:
    - i. If possible, each subcommittee should have one member with who is a member of the Planning Board or who has demonstrated expertise in planning.
    - ii. If possible, each of the three hamlet subcommittees and the Horse Farms and Agricultural Uses Subcommittee to have one member who either is a member of the Zoning Board of Appeals or has demonstrated expertise with zoning codes and variances. Each of the hamlet subcommittees should also have an architect member, and someone versed in historic preservation and/or local history.
    - iii. The Horse Farms/Agriculture subcommittee should also have at least one member who is active in Bedford's riding community and/or has experience on a horse farm and one member who is a member of the Wetlands Control Commission, or has other experience with wetland issues.
    - iv. The Transportation Infrastructure Subcommittee should have at least one member who is an engineer, one member with demonstrated expertise in transportation and infrastructure and one member active in the cycling community.
    - v. The Sustainability Subcommittee should have at least one member who represents Bedford 2020, one member from the Conservation Board, and one member from the Wetlands Control Commission or has demonstrated experience with wetland issues.

6. The Town Board approves the Planning Board's recommendation that from time to time the Planning Board may wish to consult with and call upon the Wireless Facilities Work Group (WFWG) with respect to its development of a master plan for future wireless communication infrastructure in the Town, including 5G, and to address future communication needs of the police, fire, ambulance and other emergency services and to provide recommendations to the Planning Board with respect to provisions in the TCP with respect thereto.
7. The Town Board approves the Planning Board's recommendation that from time to time the Planning Board may wish to consult with and call upon the Recreation and Parks Advisory Committee (RPAC) with respect to the integration into the TCP of the hamlet park master plans; RPAC proposals and recommendations regarding the use and enjoyment of other Town parklands and Town owned open spaces, such as creation of trail systems and other passive recreational uses; in consultation with the Cemetery Committee, proposals and recommendations for inclusion in the TCP of measures to preserve and protect cemeteries within the Town under the auspices of the Town; consideration of new recreational facilities that should be considered in the TCP; and make periodic reports to the Planning Board about issues that should be included in the TCP
8. The Town Board approves the Planning Board's recommendation that the Planning Board will retain directly the review of the following matters; the Route 117 Roadside Business Zone; affordable housing outside the hamlet centers (in consultation with Blue Mountain); lighting issues (Dark Skies local law); noise and other nuisance issues; review of special permit issues regarding non-residential uses in residential zones (e.g., eleemosynary uses, schools, houses of worship); integration of changing work patterns into the Master Plan; and other issues that may be identified in the course of this work
9. The Planning Board is to take responsibility to oversee the process and endeavor to meet certain timelines with a view to completing the process in December 2020 or January 2021 culminating with Town Board adoption of a new TCP. The Planning Board from time to time will report its progress to the Town Board and request input from the Town Board. Once the draft TCP is complete it will be presented to the Town Board for adoption.
10. The Town Supervisor, Chairman of the Planning Board and Town Planning Director collectively will make recommendations to the Town Board for appointing the members of the subcommittees.
11. Timeline. The Town Board concurs with the Planning Board's recommendation that it is the responsibility of the Planning Board and its Chair to oversee the process outlined in this resolution for creation of a new TCP, and ensure, as far as is possible, that the following deadlines are met which are as follows:
  - a. September-October, 2019 – Town hires a consultancy firm.
  - b. October, 2019 - Planning Director Jeff Osterman and/or representative of the Planning Board meets with Chairs of the Recreation and Parks Committee and the Wireless Facilities Work Group or their respective designees to discuss their participation in the TCP process, as proposed.
  - c. October through mid-November 2019 Consultant reviews process described above, particularly the proposed subcommittees; if consultant approves
  - d. November/December 2019 - Town Board appoints members of proposed subcommittee.
  - e. November/December 2019 - Planning Board and existing town committees work on their TCP issues, with review by consultant
  - f. January 2020 - subcommittees meet – such meetings may include the consultant. Each subcommittee will be made aware of the deadlines set forth in this resolution.
  - g. February/March 2020 All committees make first reports to Planning Board. Planning Board and consultants review and comment as necessary.

- h. Late March 2020 - Planning Board reports on overall progress to the Town Board at which time it should largely have concluded its review of issues. Town Board holds work session with the Planning Board to discuss progress and to provide comments.
- i. May 2020 - committees again report to Planning Board; should be nearing completion.
- j. Late June 2020 - deadline for final reports from all subcommittees, including Planning Board. Once reports are in and circulated, Town Board again holds work session with the Planning Board to discuss reports and give further comments.
- k. Summer 2020 - Planning Board and consultant put various reports together into a draft TCP, incorporating Town Board comments.
- l. September 2020 - final draft of TCP presented to Town Board.
- m. Town Board declares itself led agency under SEQRA
- n. Early October 2020 - Town Board further reviews the proposed TCP, considers holding a public information session or public hearing, schedules another work session with the Planning Board to discuss public feedback and make changes as needed.
- o. Between November 2020 and January 2021, Town Board holds public hearing, completes SEQRA and adopts new TCP.