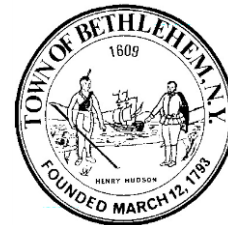


John Clarkson
Town Supervisor

Robert Leslie, AICP
Director of Planning

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MEMORANDUM

TO: John Clarkson, Town Supervisor
& Town Board Members

FROM: Robert Leslie, AICP

DATE: November 4, 2016

SUBJ: Follow-up on Open Space Preservation

This memo will serve to follow-up on the open space preservation discussion at the October 13th and October 26th Town Board meetings; specifically, as it relates to the steps towards development of an open space plan, and ultimately an open space program.

At times, the terms open space plan and open space program are used interchangeably. The Board should be aware that an Open Space "Plan" is the document that outlines preservation priorities and implementation strategies based on an open space preservation map and community input, and ultimately approved by the Town Board. An Open Space "Program" includes an advisory board, and funding mechanisms that make the goals of the Plan an ongoing reality. In other words, the Plan results in preservation goals on paper while a Program results in real preservation on the land. Attached please find a summary of the basics of an open space plan and open space program.

The steps listed below provide an outline for the development of an open space plan. They are not necessarily consecutive in that one has to be completed before the other begins, at times they may occur concurrently.

Step 1 (in progress):

Utilize the LWRP as a means to identify significant natural resource areas for open space preservation within the study area boundary. The intersection of these significant resource areas would be a starting point in identifying areas of preservation to be illustrated on an Open Space Preservation map. This is already underway through the LWRP process, including facilitation by MJ Engineering during meetings with the LWRP Study Advisory Group and public meetings continuing through late January/early February 2017.

Step 2:

Request a scope of work and cost estimate from MJ Engineering for completion of the mapping process outlined by the Open Space Technical Advisory Working Group. This effort would complete the

remaining portion of the Town (west of the NYS Thruway) resulting in a draft Town-wide Open Space Preservation map by Spring 2017. *(To illustrate the type of mapping in mind please use the following links to the Town of Pleasant Valley's Open Space Plan: [Natural Resource Inventory](#) and [Significant Resources Map](#).)* The resulting map would be presented to the Town Board as an introduction to the public for discussion. This would be followed by public facilitation and engagement efforts as well as preparation of an open space plan document.

Step 3:

Conduct public participation activities, which may include meetings, workshops, and interviews to obtain feedback from the public on the Open Space Preservation map. Public comments would be summarized and presented to the Town Board to prioritize the issues that will be addressed in the Open Space Plan. This is the type of work MJ Engineering is conducting for the LWRP and it is usually advantageous to have assistance to facilitate such discussions.

Step 4:

Develop the Open Space Plan document that addresses public comments and includes the natural resource inventory, open space preservation map, and goals and implementation strategies.

These are the steps for the development of an Open Space Plan, some of which are already underway. As each step is pursued Staff will update the Board on progress and key milestones. I look forward to discussing these steps with you at the November 9th Town Board meeting.

Please contact me at 439-4955 x 1157 with any questions or comments you might have.

cc: J. Potter