

# Village of Victory

## COMPREHENSIVE PLAN DEVELOPMENT

### Comprehensive Plan Advisory Committee Meeting #1

#### AGENDA

Monday July 22, 2002

6:30 pm – 8:00pm

#### **I. Introductions (20 minutes)**

- Members of the Comprehensive Plan Advisory Committee (CPAC)
- Consultants
  - Benjamin H. Syden, AICP, Planning & Community Development Manager
  - Sandra Governor, AICP – Planner and Community Development Specialist

#### **II. Review the Comprehensive Planning Process (30 minutes)**

- What is a Comprehensive Plan
- Description of the Comprehensive Plan
- Action and Implementation Plan
- Flow Chart
- Sample Data Inventory

#### **III. Key Issue Development (30 minutes)**

- Identify Stakeholders
- Identify Key Issues
- Create Public Participation Program
- Create Project Timetable – Sample
  - Project Initiation Committee Meeting #1 (July)
  - Committee Meeting # 2 & Public Workshop (August– S.W.O.T.)
  - Committee Meeting # 3 & Vision & Goals (September)
  - Committee Meeting #4– Draft Plan Review (October)
  - Committee Meeting & Public Hearing # 1 (November – Draft Plan & SEQR)
  - Committee Meeting & Public Hearing #2 (December – CPAC Plan Approval)
  - Village Board Adoption (December))

#### **IV. Questions & Answers (10 minutes)**

# Village of Victory

MINUTES OF THE  
COMPREHENSIVE PLAN ADVISORY COMMITTEE MEETING  
July 22, 2002  
Meeting #1

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This was the initial meeting in a series of meetings scheduled for the fourth Monday of the last six months in 2002. The meeting was held at the Village Hall at 6:30.

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|---------|-------------------|--|
| Present | Mayor             | George Sullivan  |
|         | Committee Members | Gil Albert<br>Jim Eustis<br>Dick Labarge<br>Sara Osborne |
|         | Laberge Group:    | Benjamin Syden, AICP<br>Sandra Governor, AICP            |

The meeting started at 6:40 P.M.

The purpose of the meeting was to introduce the committee members to each other and to the Laberge Group, and to discuss the planning process.

George Sullivan introduced Ben Syden, from the Laberge Group, who explained the purpose of the committee and asked each member to introduce themselves and discuss what they would like to see happen in the future and identify some assets or problems in the Village.

**George Sullivan, Mayor:**

He would like to see the community prosper. It's a nice rural area. The infrastructure is there.

**Gil Albert, Cabinet Maker, owner of brick building:**

Would like to see the Village prosper and become well known. Right now, people don't know that Victory exists.

**Jim Eustis, resident since 1971, former mayor**

Would like to have projects to make the Village look better and preserve historic sites. One problem is that many of the villagers are elderly persons on fixed incomes.

Dick Labarge, former mayor, former trustee

Has an antique shop and other businesses. The main problem is apathy and a lack of pride.

Sara Osborne, resident for 15 years.

Loves the small town flavor. She feels that the real estate is undervalued.

A discussion of the meeting schedule followed. The committee decided to add another meeting to the schedule in order to have one more meeting to before the public was invited to participate in the SWOT analysis. The next meeting is set for August 26 at 6:30 to go over existing conditions data and decide on survey instruments.

Mr. Syden and Ms. Governor went over the Planning Committee Workbook. They discussed the topics presented in the workbook, including a discussion of Comprehensive Planning, including the purpose and description of the plan and a review of the Action & Implementation section of the plan, a guideline diagram for preparing plans and a review of a checklist for data collection.

The remainder of the meetings was devoted to completing a "Committee Member's Questionnaire. The summary of responses is given on the attachment.

The meeting was adjourned at 8:40.

Minutes taken and submitted by Ms. Governor