

Stillwater U.S. Route 4 Corridor Plan Study Advisory Committee (SAC)

Meeting 2

Wednesday, January 18, 2006

4:30 PM, Stillwater Town Hall

Meeting Notes

- Attending:** Ernest Martin (Mayor, Village of Stillwater), Greg Connors (Supervisor, Town of Stillwater), Kathie Stoddard (Town of Stillwater), Kate Maynard (Saratoga PLAN), Joe Finan (Saratoga National Historical Park), Jason Purvis (CDTC), Mike Alba (CDTC), and Michael Welti (TCC)
- Absent:** Jaime O'Neill (Saratoga County Planning Department), Shelley Lang (CDTC), Kevin Novak (NYSDOT Region 1)
- Guests:** None

1. Welcome and Agenda Review

Michael Welti, Project Manager from The Chazen Companies (TCC), reviewed the agenda for this meeting (attached).

2. Committee Business

The committee agreed that the meeting notes from the November 15, 2005 Project Initiation Meeting were complete and that they should be made available for public review. Supervisor Connors asked Mr. Welti to contact the Town's webmaster to arrange for the posting of the November 15th meeting notes on the Town website.

In the future, all documents pertaining to this study will be posted on the website to facilitate public review and involvement. Hardcopies will also be available for public review at the Town and Village offices.

3. Existing Conditions Report

A preliminary draft of the Existing Conditions Report (Task 2) was sent to the committee several days prior to this meeting. Michael Welti asked the committee for feedback regarding this preliminary draft. The goal for this discussion was twofold:

- to identify any additional information, not contained or adequately explained within the preliminary draft, which would be useful for the development of the plan over the coming months; and
- to provide TCC with suggestions for improvement of this preliminary draft so that a refined version can be produced and made available for public review.

Mr. Welti explained that ultimately this report would become a section of the Corridor Plan, and additional refinement could occur at any point in the process.

The committee made several suggestions for improvement and refinement to this report. They included the following "major" suggestions:

- Expand the discussion of the regional context for this study. Be sure to include recent and ongoing studies in the area such as: the Local Waterfront Revitalization Plan (LWRP) underway in the Schuylerville area, a Viewshed Protection Plan that is just

getting started for the National Park, and the recently completed Alternative Transportation Plan for the National Park.

- Identify any existing public access to the Hudson River and describe the current design and architectural characteristics within the corridor (narrative to expand on what is shown in the photos)
- Provide more explanation about why certain topics discussed in the report are important to the study
- Be more specific about certain types of information (for example, when discussing commuter bus service from Mechanicville - instead of describing the schedule as "limited", provide information about the actual schedule).
- Consider including some qualitative discussion in the transportation section to supplement the quantitative discussion of AADT, truck share, etc.
- Add additional narrative to photo log (conclusions about what the images show) and add photos into the document in appropriate locations. Note: CDTC provided additional photos for use in the report.

There were also several "minor" suggestions and edits identified by the committee. Some members indicated that they would provide additional suggestions or information to Mr. Welti by email in the coming days. Mr. Welti noted that all of these would be incorporated into a revised draft. The revised draft would be made available to the public in early February.

4. Public Workshop 1

The first public workshop is scheduled for:

Thursday, January 26th at 7:00 P.M.

Stillwater Community Center

Mr. Welti reviewed a draft agenda for the public workshop (attached). The committee was pleased with the proposed format of the workshop and there was some discussion about possible issues that might come up from the public.

The committee discussed efforts to inform the public about the upcoming workshop. A press release was issued last week to all of the region's newspapers. It was noted that the Gazette already ran an article about the workshop earlier in the week. Flyers prepared by TCC (attached) were provided to local members of the committee who agreed to distribute these over the next several days. Kate Maynard agreed to post the flyer on the Saratoga PLAN website.

The committee reviewed any final logistics for the workshop. Mr. Welti asked whether the TCC team could access the room at 6:30 on the evening of the workshop. Supervisor Connors and Mayor Martin suggested that TCC contact the director of the Community Center next week to coordinate the room set-up and any additional needs.

5. Public Comment

Nobody from the public attended this meeting.

6. Next Study Advisory Committee (SAC) Meeting

The next SAC Meeting was scheduled for:

Wednesday, February 1st at 4:30 PM
Stillwater Town Hall

The purpose of the next meeting will be to review the results of the public workshop.

7. Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted,
Michael Welti, AICP
Project Manager
The Chazen Companies

**Stillwater U.S. Route 4 Corridor Plan
Study Advisory Committee (SAC)**

**Meeting 2
Wednesday, January 18, 2006
4:30 PM**

AGENDA

1. Welcome and Agenda Review
2. Committee Business
 - Meeting notes from November 15, 2005
3. Review Existing Conditions Report
4. Upcoming Public Workshop
 - Review and discuss draft workshop agenda
 - Final publicity and logistics
5. Public Comment
6. Schedule next Study Advisory Committee (SAC) Meeting
7. Adjournment

Stillwater U.S. Route 4 Corridor Plan

Proposed Timeline

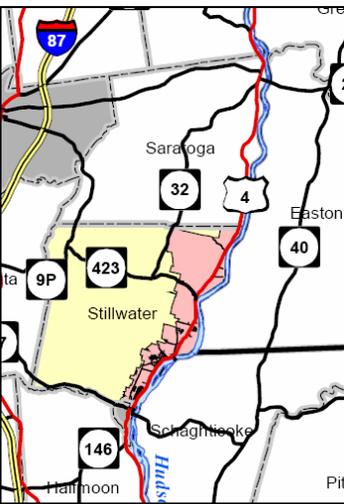
Stillwater U.S. Route 4 Corridor Plan										
TASKS / Month		1	2	3	4	5	6	7	8	9
Task 1	Project Coordination	I		⊙	⊙		⊙		⊙	
Task 2	Existing Conditions	■								
Task 3	Public Workshop 1			★						
Task 4	Architectural and Design Guidelines				■					
Task 5	Transportation Recommendations				■					
Task 6	Implementation and Funding					■				
Task 7	Public Workshop 2							★		
Task 8	Final "Route 4 Corridor Plan"							■		

- I = Project Initiation Meeting with the Study Advisory Committee (SAC)
- ⊙ = Additional Meetings with the SAC
- ★ = Public Workshops

Stillwater U.S. Route 4 Corridor Plan Study Advisory Committee (SAC)

Public Workshop 1
Thursday, January 26, 2006
7:00 to 9:00 PM

AGENDA



 Study Area Boundary
 Town Of Stillwater

1. Welcome and Agenda Review
2. Introductory Presentation
 - Purpose of this Corridor Study
 - Existing conditions in the Corridor
3. Facilitated Discussion
 - What are some of the positive attributes of the Route 4 Corridor?
 - What are the issues or concerns that you have regarding the Route 4 Corridor?
4. Image Preference Exercise
5. Planning Groups
 - Identify desired characteristics and opportunities for the Corridor
6. Reconvene and wrap-up
7. Adjournment

Town and Village of Stillwater

Route 4 Corridor Plan Study Advisory Committee

You Are Invited To Join Your Neighbors For A:
~ Public Workshop ~

The Study Advisory Committee for the Stillwater U.S. Route 4 Corridor Plan has scheduled its first Public Workshop. The Route 4 Corridor Plan is a project sponsored by the Town of Stillwater, the Village of Stillwater, and the Capital District Transportation Committee (CDTC). The Study Area for the Route 4 Corridor Plan includes Route 4 and lands within approximately one-half mile of the roadway in the Town and Village of Stillwater. The purpose of this initial public workshop will be to: introduce this corridor planning project to the public, provide a summary of existing conditions in the corridor, expand upon the Study Advisory Committee's understanding of the issues of concern that should be addressed through this study, and to engage participants in a visioning/design exercise that will guide the development of design guidelines for the corridor.

We look forward to your participation!

Date: Thursday, January 26th

Time: 7:00 to 9:00 PM

Place: Stillwater Community Center



For more information about the upcoming Public Workshop, or about the Route 4 Corridor Plan, please contact Supervisor Greg Connors at 664-6148 or Mayor Ernest Martin at 664-6258.