

# EAST AURORA VILLAGE PLANNING COMMITTEE

## Elm/Riley Streets Corridor Planning Study 2<sup>nd</sup> Meeting

### February 23, 2016 Meeting Minutes

#### OBJECTIVE

First meeting of the Elm/Riley (E/R) Corridor Planning Study. Establish the steering committee. Introduce study consultant, Matt Ingalls. Meeting agenda appended.

#### ATTENDEES

EA Planning Committee			
Cornell (Bud) Babcock		Angela Griffis	E/R Corridor Planning Study
Kristen Cameron		Geoffrey Hintz	E/R Corridor Planning Study
Dan Castle	E/R Corridor Planning Study	Allen Ott, Jr.	
EA Village			
Allan Kasprzak	Mayor		
Deborah Carr-Hoagland	Trustee	Randolph West	E/R Corridor Planning Study
Other Attendees			
Peggy Cooke	E/R Corridor Planning Study	Alixandra Martin	E/R Corridor Planning Study
Matt Ingalls	Ingalls Planning & Design	Karen Lee	E/R Corridor Planning Study
Ellen Micoli Soffa	Ingalls Planning & Design	John Newton	E/R Corridor Planning Study

#### ACTION ITEMS

- Put together a flyer and send it to Alix in JPEG and PDF formats.  
ACCOUNTABILITY: Matt Ingalls  
ACTION DUE: Send as soon as reasonably can be arranged.
- Get flyers out to Village businesses.  
ACCOUNTABILITY: Alix Martin  
ACTION DUE: As soon as can be reasonably arranged.
- Send historical items of interest to IPD for them to formulate a "DID YOU KNOW?" placard for the March 17<sup>th</sup> Community Workshop  
ACCOUNTABILITY: Everyone  
ACTION DUE: As soon as can be reasonably completed.

#### MEETING DETAIL

ACCEPTING 23-FEB MEETING MINUTES – Dan opened the meeting and the first order of business was to finalize the 5 JAN 2016 meeting minutes. Geoff said the only suggested change came from Karen Lee who understood Bud had commented that because the study area would include more than Elm and Riley Streets, the name of the study should be changed to reflect a more inclusive title so that residents would not be confused about the total scope of the study. Karen requested this be reflected in the minutes. Bud reviewed the proposed revision and stated that although he may have said something to that effect, he'd prefer to let the minutes stand as written. With that AI Ott recommended the minutes be accepted as written, seconded by Kristen and it was thus passed. The minutes will be sent to Wendy Potter-Behling with copy sent to Ingalls Planning & Design (IPD).

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NEW STUDY MEMBER (Dan) John Pagliaccio will be part of the E/R Corridor Planning Study, representing the Zoning Board of Appeals. He could not attend tonight due to a schedule conflict.

TONIGHT'S MEETING IPD used a PowerPoint presentation (appended) to lead this meeting.

(Matt) wants to get through a three things at tonight's meeting: (1) Define the boundary. (2) Talk about the community workshop to nail down dates and location where it will be held. (3) Go through a discovery session to find out what you think are the issues, opportunities, and assets. This will enable us to address the issues the best we can, capitalize the opportunities the best we can, and leverage the assets the best we can. There are a few other things IPD will go through quickly.

The process will typically be explained to the community by looking for three fundamental questions to be answered through this planning process [**Planning Process & Schedule** slide].

The first one: "Where are we now?" It's about taking a snapshot of the community right now in terms of existing planning, zoning, planning reports, all those types of things and maybe where it's been as it's a little easier to figure out when you know where you've been.

The second question: "Where do we want to go?" That is that visioning public input that is really, really important to the project. Where do we see this corridor in 2, 5 and 10 years from now? To get people to think in short and long term.

Lastly, "How do we get there?" These three questions are the crux of the process.

IPD plans to provide pieces of the plan as they are developed along the way. We are not going to hand out a full plan saying all is completed awaiting final review. We'll send out each section for review and comment and we will incorporate changes along the way.

This project is set up with six different tasks [next **Planning Process & Schedule** slide]. The first one is a project kickoff meeting, then inventory data and gathering. Task three figures out where we want to go. We really cannot go much further until we hear from the community about what are their issues, opportunities, and assets; what's their vision for 2, 5, and 10 years from now. IPD will take all that information and turn it into a vision. Then talk about the vision which can be as simple as a short statement or a word cloud – it could be a lot of different things - and turn it into a draft plan in a manner that makes sense for this community. Lastly refine the plan to a final plan that explains how we get there.

[next **Planning Process & Schedule** slide] The objective is to complete this study in about six months, or June. Four committee meetings are scheduled but there could be more with the Village Council and others as needed.

[**Where are We Now** slide] When we get a break in the weather IPD will come to the Village and do inventory gathering, look at land use and zoning regulations, streetscapes.

[**Previous Plans and Reports** slide] IPD has all these plans and reports except for the Aurora-East Aurora Regional Intermodal Transportation Master Plan (2009). We have already started summarizing the plans into a draft.

(Dan) There is another report not listed that DOT did around 2007 for SHPO compliance to provide a historical inventory of any properties touching DOT right-of-way for SHPO's determination of buildings are eligible for historic listing along Main Street. Some people think this report is online.

(Matt) Two important reports for this study to tie into are the 2015 Regional Economic Development Council Progress Report and the 2013 Western NY Regional Sustainability Plan. The more we can link our study to the economic council's goals, it always makes things a lot easier and strengthens the projects within our plan for potential funding. The same thing goes for the sustainability plan. We want to make sure we link back to both plans it helps a lot in terms of future funding opportunities.

[**Existing Land Use** slide] (Matt) IPD obtained the GIS data from both the county as well as the village's consultant who manages the GIS. IPD is thinking about mapping in GIS all the historic sites within the corridor. This gives us the land use codes that the property assessment records. We have land uses and IPD has done a summary for that. [**Existing Zoning** slide] You can see that most of the

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corridor is zoned MI – Manufacturing Industrial. The corridor boundary was originally determined by a combination of the bubble included in the request for proposal and what was understood from a walk through with Dan.

(Dan) The boundary is not straight lined because we did not go down the middle of a road, but went down property lines on both sides of the street.

[**Existing Land Use & Zoning Overlay** slide] (Matt) Overlaying land use and zoning is telling. We added the zoning boundaries, shaded in gray with initials, over the actual use of the properties. It shows why the study was initiated. Much of the corridor is not being used as it is zoned. It confirms for IPD the study is a good thing to be doing.

[**Planning Boundary** slide] (Randy) At the lower left side of the boundary are two parcels zoned MI south of Girard Street that is doing manufacturing. So if zoning is changed to commercial there would be those two parcels left as MI. It was agreed to pull them into the study boundary.

Also, the Boys & Girls Club was excluded. Discussion concluded that it is now zoned C and no one would want it changed to something other than C, so leave it alone.

The Presbyterian Church is now included and it was concluded to exclude it.

(Matt) Planning should always precede zoning. Planning should drive the zoning. IPD looks at the issues and opportunities to figure out what everyone wants it to be, then look at the zoning to see if it gets to that. If it doesn't then we need to change the zoning. We do not want to change the planning based on the zoning.

(Randy) This study was initiated because there were a number of Whaley Ave residents wanted some protection from adjacent property zoned MI.

[**Where do we want to go?** slide] [next **Where do we want to go?** slide] (Matt) All public outreach information gathered will all be passed through the steering committee. Just because something is said at a community forum does not mean it becomes part of the study. Everything is vetted through the steering committee. [next **Where do we want to go?** slide] At the workshop IPD will break it down into sections using techniques that are positive and fun. Proposed tools include a discovery session to determine issues, opportunities, and assets. We'll lead an image preference survey where we'll show different images outside EA and have the participants rate them on a 1:10 scale on whether they would like to see something like that within the corridor. We use the "Postcard to Aunt Sally" exercise that gathers people's vision of what they'd like to see happen in the corridor.

[next **Community Vision** slide] All this comes together to become the vision for EA's Elm/Riley Corridor Plan.

[both **Community Workshop** slides] This draft agenda for the first workshop shows the overall meeting and the next slide shows the breakout group agenda. After the breakout sessions each group summarizes the key points in their findings. Matt prefers people from the community be the presenters, not from the steering committee. (Dan) We could use a steering committee member at each group to serve as the scribe and can then respond what they heard. (Matt) Wants an aerial of the boundary on the wall that can be marked up as people describe their vision.

[**Vision & Discovery Session** slide] [**Next Steps** slide] (Randy) How does IPD go about getting the people a sense of what is going on? Do we have to get specific about what has been thought of to date? We want them to understand what it is and is not. (Al O.) We may not get many people showing up as they have no concerns about how things are progressing. Many don't even know this activity is and because it doesn't affect them they don't care.

There was general discussion about how many people may attend. Focus on getting media involved to a greater degree than has occurred to date. Alix volunteered to get materials out to the Chamber of Commerce and another marketing group that meets, but the timing may not work because IPD's schedule for the first workshop is so soon. Al O. volunteered to place flyers in his Reeds Liquor store.

Matt doesn't feel the public is interested about inventory. They are interested in what is important to them - what are their issues, what is their vision – the public does not want to listen to what they already know or think they know.

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Discussion around where to hold the meeting centered on holding it at the library and at the Aurora Ice Rink's new building. Group decided upon the Ice Rink.

Group identified March 14, 2016 as the date for the first workshop to be held at the Ice Rink, from 7 to 9PM and have the steering committee show up at 6:30PM to set up and early attendees can look at material. IPD to come prepared to facilitate 50 people. Have a group meeting at 6PM to have a brief update meeting.

Prepare to get articles in the Advertiser and the Bee for the March 7<sup>th</sup> week publication. Material has to be to the papers by the Friday before. Matt says his experience is that the timing is good as longer than two weeks never seems to work. People lose sight of the planned activity.

(Kristen) Suggested that the flyer also be placed on Facebook and on the EA website.

Discovery Session: (Matt) Wants to know the steering committee's one or two most important opportunities and issues are prior to holding the workshop.

Issues identified are: library parking and expansion, being zoned MI at the end of Filmore Ave at the railroad tracks, pedestrian friendly environment, walkability on the west side of Riley St, senior housing, affordable housing, vacant building across from the ice rink, make Elm and Riley Sts more focused on mixed use, existing businesses make a commitment to upkeep and maintenance of their assets.

Opportunities identified are: move the Farmers Market downtown, bring out the history that makes the corridor unique, the old firehouse, make the roads one-way from Filmore to Oakwood and more pedestrian friendly, landscaping, take down the fire house and put in a pocket park and more parking, Fisher Price parking lot not be used for parking lot, urban agriculture, green initiative, foster small, independent businesses, community garden at the end of Filmore Ave, the open space between Whaley and Girard to the railroad tracks, more parking on Riley, public outdoor space similar to what is in European villages, Niagara Lumber building, bikeability.

Assets identified are: tree lined walkable streets, history, architecture, ice rink, locally owned businesses, the residents, well run government, being a village, mixed use.

(Al K.) At the public meeting for the fire house a couple weeks ago there was a scoring exercise for things people wanted to see happen. The results are not yet finalized but the number one thing that came out of there was assisted living, senior housing. Also make the firehouse a mixed use building.

Next Steps: IPD will continue to complete the inventory and data collection. Track down more information. We have the Community Workshop scheduled for March 14<sup>th</sup> from 7 to 9PM. We'll announce that from 6:30 to 7PM there will be an informal review of what the study is about for those interested. IPD will create a gallery where people can come in and look about. Do a history board entitled "Did You Know..." Matt asked everyone to search for historical items of interest and get them to IPD. There will be a brief steering committee meeting before the Workshop starting at 6PM. IPD will also schedule future meetings.

Respectfully submitted,  
Geoffrey K. Hintz

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# Agenda

- |             |  |
|-------------|--|
| 7:00 – 7:10 | Introductions  |
| 7:10 – 7:20 | Planning Process & Schedule <ul style="list-style-type: none"><li>- Status - Inventory, Data Gathering, and Analysis</li></ul>   |
| 7:20 – 7:40 | Planning Boundary <ul style="list-style-type: none"><li>- Preliminary Map Discussion</li></ul>   |
| 7:40 – 7:50 | Community Workshop – Date, Place and Format <ul style="list-style-type: none"><li>- Community Workshop Draft Agenda</li></ul>  |
| 7:50 – 8:25 | Discovery Session <ul style="list-style-type: none"><li>- Your Issues, Opportunities, and Assets</li></ul>   |
| 8:25 – 8:30 | Next Steps <ul style="list-style-type: none"><li>- Complete Inventory, Data Gathering, and Analysis</li><li>- Community Workshop – March</li><li>- Steering Committee #3</li></ul> |

## Planning Process & Schedule

### Planning Process

Where are we now? { ☒ Task 1. Project Kick-off & Boundary  
☐ **Task 2. Inventory, Data Gathering, and Analysis**

Where do we want to go? { ☐ **Task 3. Community / Neighborhood Workshop**  
☐ **Task 4. Vision & Goals**

How do we get there? { ☐ **Task 5. Draft Plan**  
☐ **Task 6. Final Elm-Riley Corridor Plan**

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# Planning Process & Schedule

## Schedule

	Months					
	Jan	Feb	Mar	Apr	May	Jun
Elm-Riley Corridor Plan						
Task 1. Project Kick-off & Boundary Definition	X					
Task 2. Inventory, Data Gathering, and Analysis		X				
Task 3. Community / Neighborhood Workshop			X			
Task 4. Vision & Goals				X		
Task 5. Draft Plan					X	
Task 6. Final Elm-Riley Corridor Plan						X
5-Jan-16						
Committee Meetings	X					
Community Workshops / Meetings	X					

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## Where are we now?

### **Inventory, Data Gathering, and Analysis (Task 2)**

- Review existing plans and initiatives
- Review and analyze vehicular/pedestrian/bike and other transportation facilities
- Review and analyze current zoning/land use regulations
- Evaluate streetscape and other contributing factors to neighborhood character, walkability, and overall appearance and function.



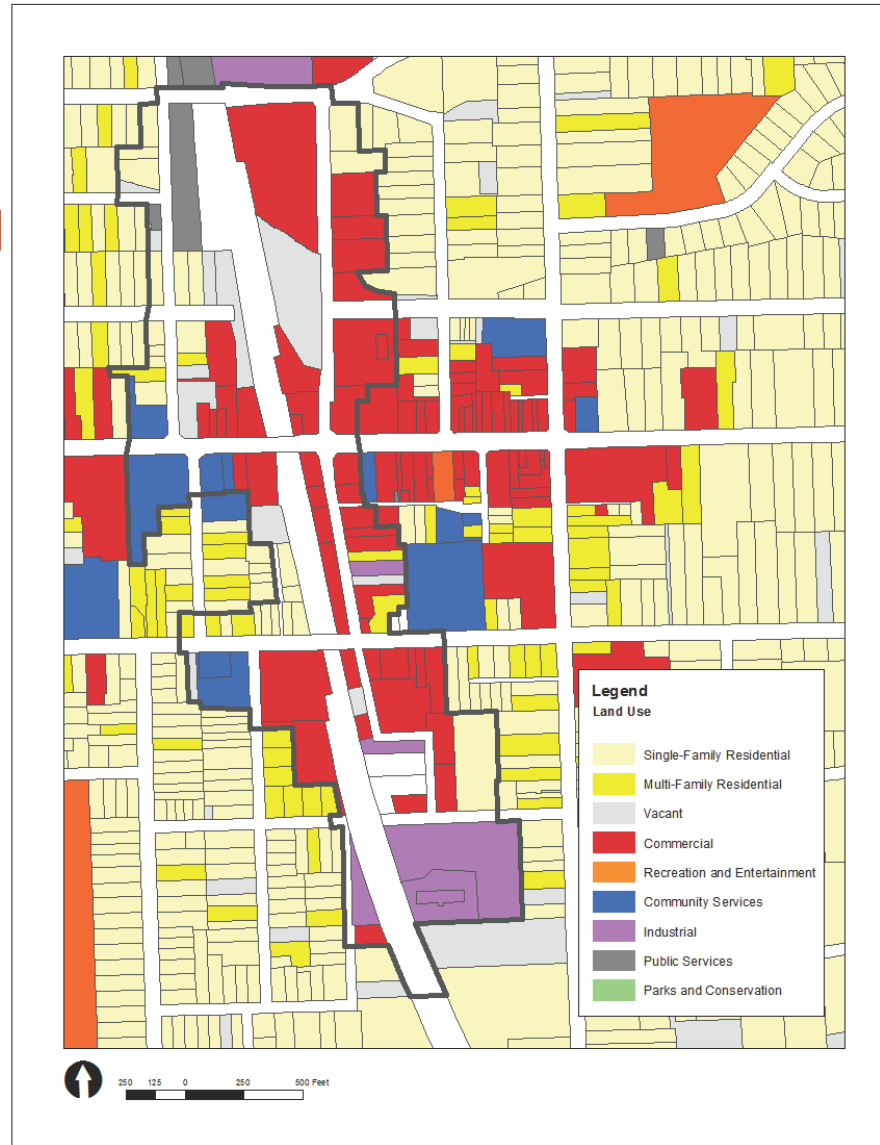
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## Previous Plans and Reports

- Regional Economic Development Council Progress Report, 2015
- Village of East Aurora Commercial Design Guidelines, 2015
- One Region Forward: A New Way to Plan for Buffalo-Niagara, 2015
- Reconnaissance Level Survey of Historic Architectural Resources, Village of East Aurora NY, 2013
- Western New York Regional Sustainability Plan, 2013
- [Aurora-East Aurora Regional Intermodal Transportation Master Plan, 2009]
- 2008 Bicycle and Pedestrian Master Plan for Erie and Niagara Counties
- Regional Comprehensive Plan for the Towns of Aurora, Elma, Holland and Wales and the Village of East Aurora, 2004

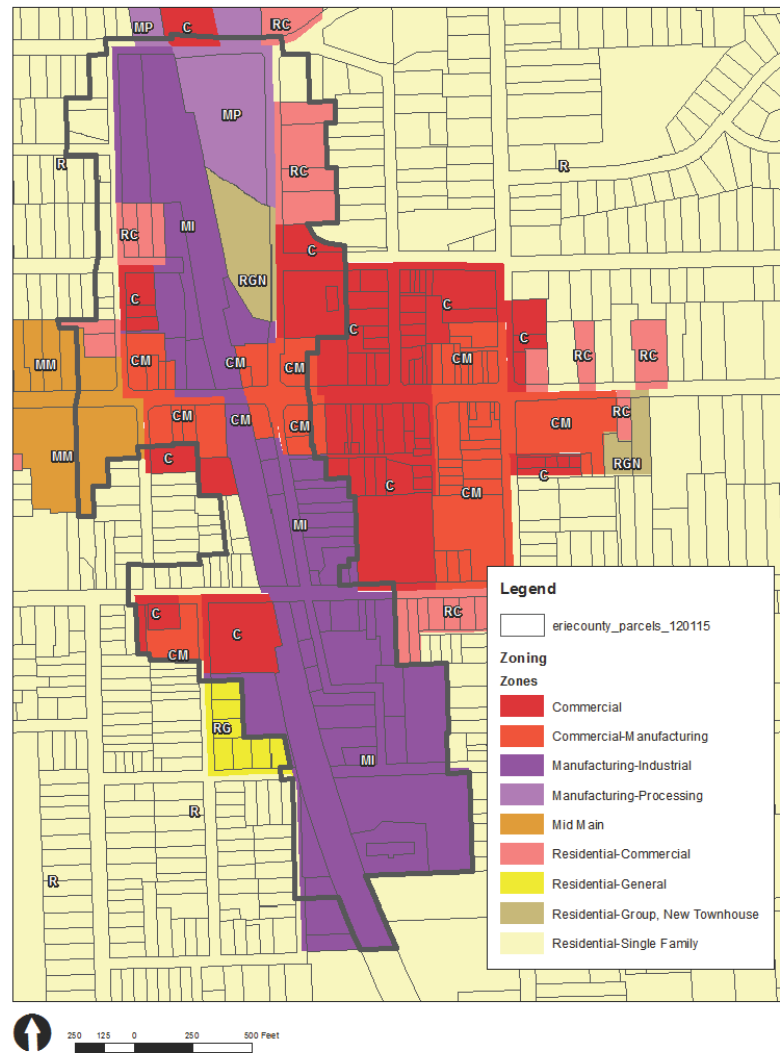
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Existing  
Land Use



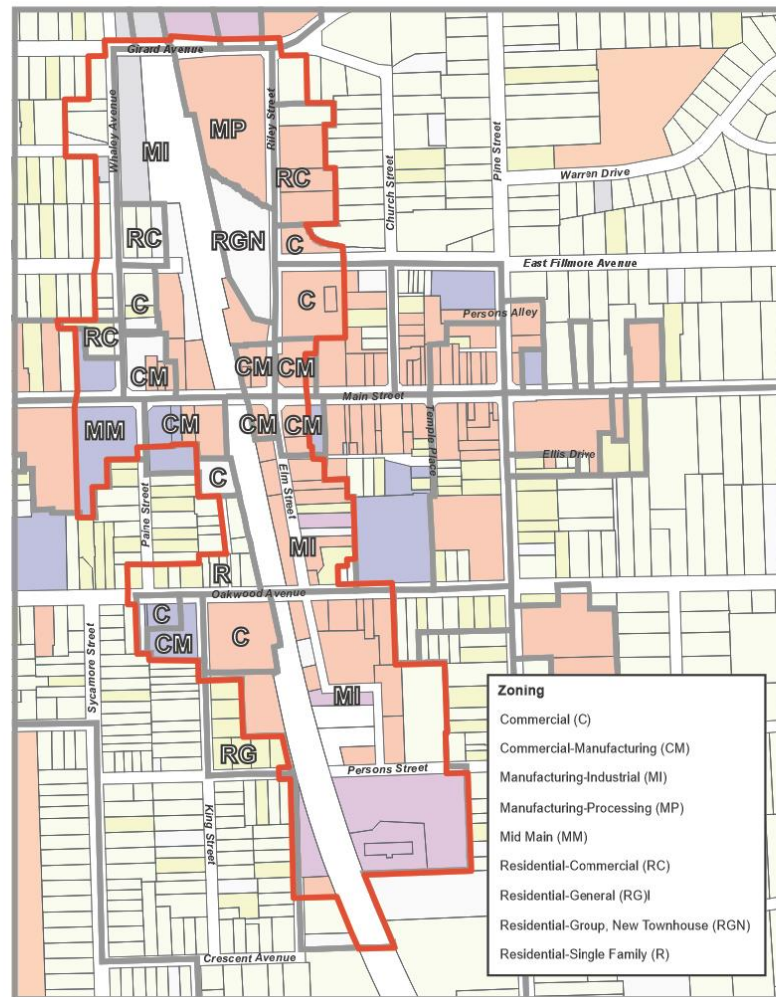
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## Existing Zoning



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Existing  
Land Use &  
Zoning  
Overlay



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## Planning Boundary

Reactions / Revisions to Preliminary Boundary

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**Preliminary Study Area Boundary**

Village of East Aurora - Elm-Riley Corridor Plan



250 125 0 250 500 Feet

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## Where do we want to go?

Community Workshop

Vision & Goals



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# Where Do We Want To Go?

## **Public Outreach**

- All vetted through Steering Committee
- Understand the Community
  - ▣ Allow people to be heard
- Use the right techniques and tools to engage people
- Make it positive and fun!



Residents present and consider ideas during the Planning & Design Workshop.



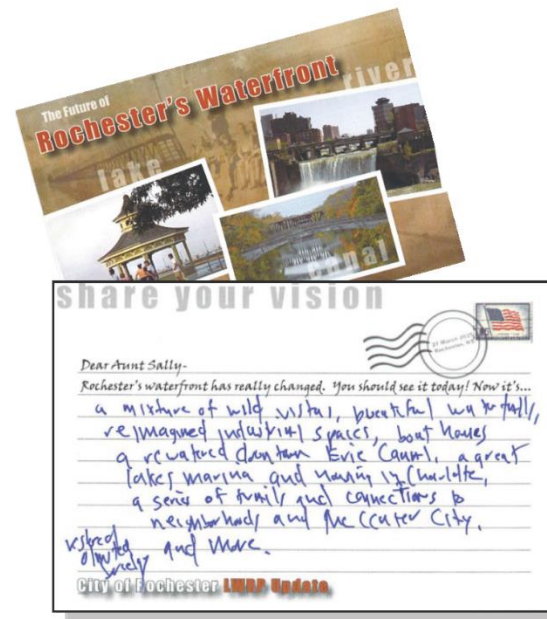
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## Where Do We Want To Go?

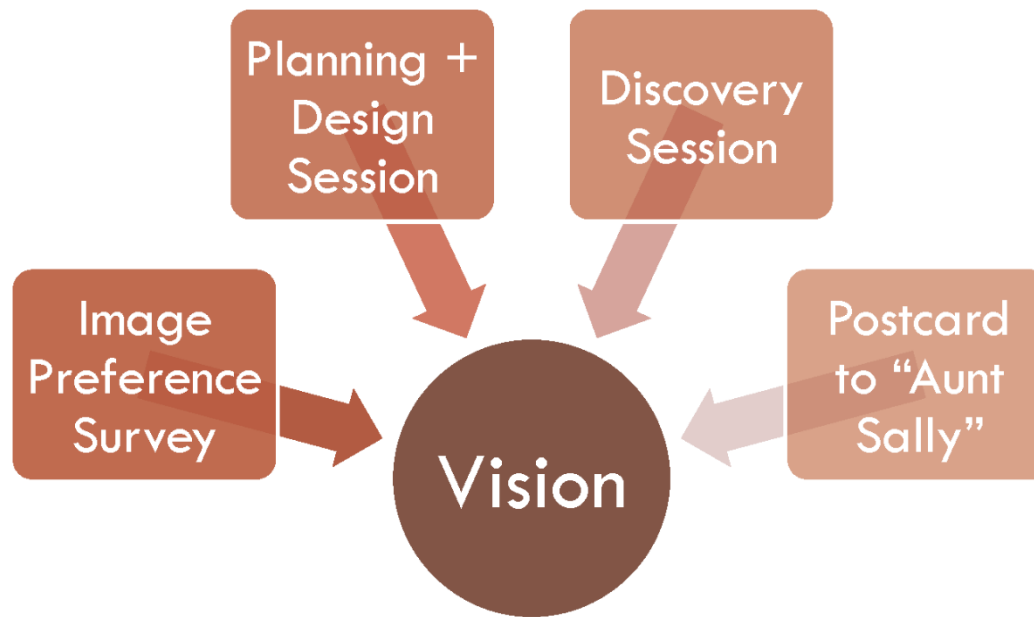
### □ Community / Neighborhood Workshop (Task 3)

- Discovery
  - Issues, opportunities, assets
- Image Preference Survey (IPS)
- Vision Postcard to “Aunt Sally”
- Planning & Design Session

### □ Vision & Goals



## Community Vision



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## Community Workshop

- Format?
- Date?
- Location?
- How do we get the word out?

### agenda



#### Elm-Riley Corridor Plan Community Workshop #1

March 2, 2016

Place?

7:00 PM – 9:00 PM

7:00 - 7:05	Welcome
7:05 - 7:15	Project Overview & Planning Process
7:15 - 7:30	Image Preference Survey
7:30 - 8:40	Breakout Groups - Work Sessions
8:40 - 9:00	Show 'n Tell - Group Sharing
9:00	Next Steps and Closing Remarks

##### House Rules

1. Be respectful of other ideas
2. Seek to improve and elaborate on ideas
3. Stay focused on topics
4. Be concise
5. Stay positive
6. Have fun!

***We want to hear from you!***

Please use the area below to share your ideas and/or comments.

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Elm-Riley Corridor Plan Community Workshop – Agenda

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## Community Workshop

- Format?
- Date?
- Location?
- How do we get the word out?

### agenda



#### Breakout Groups

The purpose of this session is to generate and share ideas for the Elm-Riley Corridor. The goal is to get as many ideas down on paper and to explore concepts that will help to solidify the community's vision for an exciting place to live, work, shop, learn, and recreate.

7:30 - 7:35	Select Time-keeper and Group Presenter
7:35 - 7:40	Postcard to Aunt Sally
7:40 - 8:00	Discovery/Visioning Questions – (see questions below, spend 5 minutes per question)
8:00 - 8:45	Planning & Design Session
8:45 - 9:00	Pin-up / Show and Tell (Group Sharing)
9:00	Next Steps and Closing Remarks

#### Questions for Discovery/Vision Session

1. What are the one or two most significant **issues** you feel must be addressed in order to achieve your vision?
2. What are one or two **opportunities** you think we must capitalize on to make it a unique place to live, shop and/or visit?
3. What are the specific **assets** that should be preserved and strengthened to help achieve your vision?
4. If you had to pick one thing you would like the Corridor to become well known for what would it be?

Now circle the two most important statements for each for each question to share during Show 'n Tell.

Elm-Riley Corridor Plan Community Workshop – Agenda

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## Vision & Discovery Session

1. What are the one or two most significant issues you feel must be addressed in order to achieve your vision?
2. What are one or two opportunities you think we must capitalize on to make it a unique place to live, shop and/or visit?
3. What are the specific assets that should be preserved and strengthened to help achieve your vision?

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## Next Steps



- Complete Inventory, Data Gathering, and Analysis
- Community Workshop – March
- Steering Committee #3