# Meeting purpose

Share overview of the project

Talk about how committee will work together

# Comprehensive Plan Committee (CPC)

Twelve volunteers representing town boards and committees, plus two at-large town members

Micki Sanderson, Historical Commission

Garret Barry, Public Works

Mike Bartlett, Community Preservation Committee

Rebecca Bench, School Committee

Angelica Dewey, Open Space Committee Julia Frisby, At Large David Keir, At L<u>arge</u>\_\_\_\_\_ John Kostek, Recreation Committee Luke Longstreeth, Conservation Commission John Pease, Agricultural Commission Shawn Robinson, Council on Aging Stephanie Slysz, Planning Board Christopher Smith, Redevelopment Committee Housing Authority Representative

# Comprehensive Plan Project Overview

Town of Hatfield

# Why a comprehensive plan?



From cover of 2016 Hazard Mitigation Plan

Brings community together to discuss and define what townspeople would like to see for the future.

The benefits for having a plan include:

- 1. Consistency in decision making
- 2. Ability to make informed decisions
- 3. Achieve predictability
- 4. Wise use of resources
- 5. Preserving community character
- 6. Produce positive economic development

It's important to update regularly to change with the times

# History of 'Master Planning' in Hatfield 1986 2002

Comprehensive Land and Use Plan

**Planning Board** 

Consultant: Almer Huntley Jr & Assoc. Inc.

Process:

- 1. Listening sessions, public hearings
- 2. Led to map and zoning changes

#### Hatfield's Master Plan for the 21st Century

14 volunteer committee members Consultant: Pioneer Valley Planning Commission

Process:

- 1. Surveyed townspeople, held three public meetings
- 2. Results determined the topics of the six working papers written by Committee members with public input.
- 3. Led to some implemented recommendations

# How we got here today 2021

## 2022

### July

Hatfield developed its Municipal Vulnerability Preparedness (MVP) Plan. Plan defined Comprehensive Plan as a priority.

## September

Hatfield receives MVP Community designation from Executive Office of Energy and Environmental Affairs, making Town eligible for for MVP action grant funds.

## April

Hatfield applies for MVP Action Grant with PVPC help to cover costs in development of Comprehensive Plan.

## August

Baker administration awards Hatfield grant for Climate-Smart Comprehensive Plan.

#### **Top Priorities from MVP Planning**

Create a climate resilient Town master plan to enable planning for climate impacts

Plan for relocation of Town Center critical facilities out of the floodplain Incentivize climate resilient farming to enable transitions to better practices related to soils, diversity of crops, and long-term farmland protection

Plan for climateresilient development, identifying future areas for development and preparing area plans for those locations

Assess condition along the Connecticut River dike and at the wastewater treatment plant

Conduct a town-wide drainage and stormwater study and strategy

## Process - 2024 Climate-Smart Comprehensive Plan

## Year 1 (July-June):

- Confirm purpose, workplan, and get input from Comprehensive Plan Committee (CPC)
- 2. Consultants do analysis, collect data, conduct specific outreach, prepare chapter background papers and reports, and come back with drafts for committee input and finalize
- 3. Engage public for input

### Year 2 (July-June):

- 4. Consultants with CPC chapter captains meet with working groups to draft chapters & then share with larger CPC group for feedback
- 5. Engage public for input on draft chapters
- 6. Compile chapters into formal plan document and develop action plan
- 7. Approval and submission of final document

# Why 'Comprehensive Plan'?

- Sometimes referred to as a Master Plan however, incorporates more than what's generally part of a Master Plan
- For example, our project includes:
  - school programming youth engagement
  - outreach to farmers and elders
  - municipal vulnerability preparedness and resilience-building strategies specific to Hatfield
  - Diversity, equity, and inclusion training for town staff
- Includes funds for more specialized consultants for a stronger (and more comprehensive) plan

# Plan Elements

Planning Process and Engagement

*Community Setting – Physical features, demographics, and climate change risks and vulnerabilities* 

#### Land Use

#### Housing

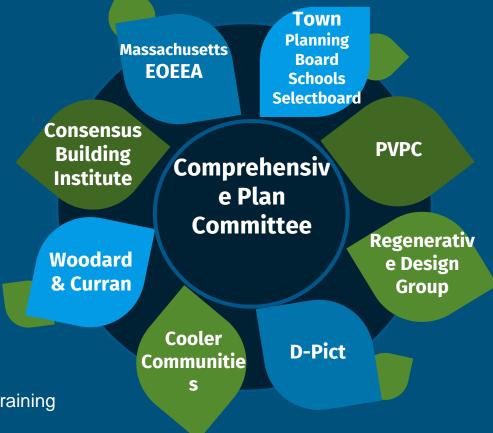
Health and Social Environment - to include age and dementia friendly action plan

#### Farming

Economic Development Historic and Cultural Resources *Natural Resources, Open Space, and Recreation* Transportation and Circulation Facilities, Services, and Social Resilience *Action Plan* 

Yellow = plan elements not required by MGL, Chapter 41, Section 81D Italics = plan elements that will involve review by the Comprehensive Plan Committee, but will not require chapter working groups

# Consulting team



In process in selecting vendor for training on diversity, equity, and inclusion

# Timeline Year 1

October	November	December	January	February	March	April	May	June		
Task 1. Project Admin & Report 1.1 Kick off meets 1.3 Subcontracting										
1.2 Monthly reporting										
Task 2: Community Engagement   2.1 Web page										
2.2 Climate program in schools with Cooler Communities 2.5 Town-wide engagement workshops/events (three, possibly one of which is in conjunction with school event)										
	2.3 Surveys and in-person focus groups: elders, farmers, and youth 2.4 Workshop for farmers									
Task 3: Comp. Plan Committee 3.1 Finalize CPC	3.2 Monthly meetings of Comprehensive Plan Committee									
				<b>Apping and Anal</b> a collection for CP						
	4.2 GIS maps and analysis									
	4.3 Review of flood mapping implications and projections									
	4.4 Case study research-development on adaptation around floodplains									
	4.5 Climate smart farming practices-incentives memo									
	4.6 Library of visual resources									
	Task 5: Diversity Equity and Inclusion Training for Town Staff and Boards   5.1 Six-hour training for all Town staff and boards									

Гimeline	July	Aug	September	October	November	December	January	February	March	April	Мау	June
Year 2		ject Admin & y progress repo case study										
												1.2 Project case study
	Task 7: Community Engagement   7.1 Web page											
			7.2 Working	group meetir	ngs related to ea	ch plan chapte	r			7.3 Listening session on d plan chapter	raft	
	Task 8: Comprehensive Plan Committee   8.1 Monthly meetings of Comprehensive Plan Committee											
			Task 9: Reg. Review 9.1 Meet wit town boards departments	:h ; +								
			flloodplain c	ontrols, LID st	ection, housing andards, and ag make recomme	e-friendly						
					an chapters and nalize plan chapt		napters		10.2 Fina	lize plan with all	associated g	raphic material

# Naming and branding this project

- Some communities have named their comprehensive planning process to create identity, greater visibility, and excitement.
- Some examples:





Who has marketing and design skills? Or ideas?

Let's start thinking for the new year!

## Process once complete

- 1. Comprehensive Plan Committee recommends plan to Planning Board
- 2. Under MA General Law, the Planning Board approves a 'master plan'
- 3. Select Board will also approve ceremonially

We may also want to consider:

- 1. Community education of the plan
- 2. Establishing an Implementation Committee to follow-up on plan recommendations and accountability
  - How to do we keep this a living document?
  - How do we keep this from sitting on a shelf when complete?
  - How do we ensure recommendations are actioned on?

# Any questions?

Does this make sense?

Does the public engagement process make sense? What can we explain better? What questions do you have?

# Stretch break!

10 minutes

Working Together and Logistics

**Comprehensive Plan Committee** 

## Role of Comprehensive Plan Committee

- Attend monthly meetings
- Provide feedback on development of information for the plan and give further shape to overall project, especially public engagement
- Serve as emissaries for project throughout Town, enabling others to understand importance of the work and attending related public engagement events
- Help inform chapters, serving as member of working group to draft chapters or even as "chapter captains" if have specialized knowledge on topic (*please note expression of interest sign-up*)
- Review and provide feedback on draft chapters and participate in activities toward action plan development

# Working together

Important to promote space where everyone feels safe to interact, learn, and discover...true for all the groups that we bring together.

Each of you possesses important questions, insights, and answers that will be helpful in shaping this plan.

While likely there will not be agreement on everything, bring your best self to the conversation so that our work together can lead to producing the best plan possible.

## Working together - a few ground rules

- Strive to listen and learn from others (curiosity helps!)
- Be aware of your use of "air time" during discussions, and make space for others to speak

- If you feel you are speaking off-topic, be sure to describe how your thought connects (you may be seeing connection that others cannot)
- Remember to look around the room during meetings and recognize the awesomeness of being able to collaborate with others who care so much about this place called Hatfield (gratitude helps!)

# Logistics - monthly meetings (1)

## • Format and location

- Recommend in-person format
- Town Hall, ok?

## • Timing

- Does 6 to 8 p.m. work well or should we consider another time?
- 3rd Thursday of each month, with next proposed meeting for January 26?

## • Meeting planning

 Recommend Stephanie, Marlene, Ken, Patty, and any other needed consultants serve as small planning team to create meeting agendas and circulate to chair

# Logistics - monthly meetings (2)

## • Facilitation

- Recommend chair with support of consultants
- Note taking
  - Recommend consulting staff

# Logistics - communicating

## • Email

- TownAdministrator@townofhatfield.org
- pgambarini@pvpc.org
- kcomia@pvpc.org

• Project website (coming soon!)

# A question...

At the threshold of this comprehensive planning process, what do you see as Hatfield's greatest future challenge?



## Next steps and wrap up

