



CANTON

LOCAL PLANNING COMMITTEE MEETING #4 SUMMARY

Purpose:	Local Planning Committee (LPC) Meeting #4
Date and Time:	September 17, 2024, 12:30 – 2:30 PM
Location:	Canton Justice Court Room, 60 Main Street, Canton, NY 13617
Attendees:	See Below
Agenda:	<ol style="list-style-type: none"> 1. Welcome & Code of Conduct Reminder 2. Project Schedule Update 3. Refined Projects List Discussion 4. Next Steps 5. Public Comment

1. Welcome & Code of Conduct Reminder

Discussion

Canton NY Forward Co-Chair Kathryn Morris welcomed attendees to the meeting and read the Preamble aloud as follows:

PREAMBLE

Each Local Planning Committee Member is reminded of their obligation to disclose potential conflicts of interest with respect to the projects that may be discussed at today’s meeting. If you have a potential conflict of interest regarding a project you believe will be discussed during the meeting, please disclose it now and recuse yourself from any discussion or vote on that project. For example, you may state that you, or a family member, have a financial interest in the project, or you are on the board of the organization proposing the project. At this time, are there any recusals that need to be noted?

Please inform the LPC co-chairs during the meeting if the need to disclose a conflict arises unexpectedly, and then recuse yourself from discussion or voting on the project.

As we continue through the planning process, recusal forms will be required from anyone with an identified potential conflict to be kept on file with the Department of State.

Jaclyn Hakes (MJ), provided a brief overview of the meeting agenda:

- Welcome & Code of Conduct Reminder



1. Welcome & Code of Conduct Reminder

Discussion

- Project Schedule Update
- Refined Projects List Discussion
- Next Steps
- Public Comment

Key Decisions & Outcomes

N/A

2. Project Schedule Update

Discussion

Jaclyn Hakes (MJ) presented the expected timeline for key milestones of the NY Forward process, spanning the months of June to October/November.

June

- Downtown Profile (Draft)
- Vision, Goals, & Strategies
- Open Call for Projects

July

- Open Call for Projects
- Downtown Profile (Final)
- Project Development

August

- Preliminary Project List
- Project Sponsor Coordination
- Project Development
- Draft Project Profiles

September

- 2nd Public Engagement
- Strategic Investment Plan (Draft)
- Project Profiles

October/November

- LPC to vote on final slate of projects
- NY Forward Strategic Investment Plan (Final)

3. Refined Projects List Discussion

Discussion

Jaclyn Hakes (MJ) provided a brief overview of the NY Forward program goals, eligible/ineligible project types, project match, decarbonization, and the Canton vision, goals, and strategies for LPC members to consider as the projects are discussed.



3. Refined Projects List Discussion

Discussion

Jaclyn Hakes (MJ) discussed what makes a project idea into a viable project?

- Eligible project activities
- A project sponsor that has the legal authority and capacity to implement the project
- Clear project scope and plans and a detailed budget
- Sufficient financing
- Site control or demonstrated ability to acquire the property or receive permission to implement a project
- Readiness and capacity to implement the project within two years of NYF funding

The preliminary projects list from LPC #3 includes:

- 15 proposed projects
- \$14.2 Million in NY Forward Requested Funds
- \$41.3 Million in Total Project Costs
- LPC to develop a slate of recommended projects for inclusion in the Strategic Investment Plan
- This slate of projects should represent a NYF request of between \$6 – \$8 Million

Kathryn Morris provided an overview of the LPC Work Session Recommendations:

- 8 Projects Ready to Advance
- 3 Projects Need More Information
- 4 Projects Not for NY Forward
- \$9.7 Million in Requested Funds
 - Requested funds only include projects Ready to Advance and Need More Information
- \$36.7 Million in Total Project Costs
 - Costs do not include Projects Not for NY Forward

Projects Ready to Advance based on LPC Work Session:

- A01 – Upgrade Riverside Drive Streetscape and Gouverneur Street Gateway Signage
- A02 – Enhance Park Amenities in the Village Green
- B01 – Renovate 11 and 11/2 Riverside Drive into a Commercial Fitness Center and Two Dance Studios
- B03 – Redevelopment of the Former Midtown Plaza
- B04 – Nature’s Storehouse Expansion
- B08 – Renovations & Upgrades to the TAUNY Center
- C01 – Establish a Small Project Fund
- D01 – Canton Branding and Marketing Initiative

Projects Need More Information based on LPC Work Session:

- B02 – Renovate 95 Main Street to Become Accessible, Historic, and Energy Efficient
- B07 – The Tick Tock Revival
- B09 – Mixed-Use Redevelopment of 15 Gouverneur Street

Projects Not for NY Forward/Pipeline Projects based on LPC Work Session:

- A03 – Enhancements to Willow Island Park
- B05 – Renovate 51 Main Street to Make More Desirable for Customers and Provide Affordable Housing

3. Refined Projects List Discussion

Discussion

- B06 – Upgrade the Frozen Spoon
- B10 – Third Floor Renovation of 75 Main Street into 3 Apartments

Jaclyn Hakes (MJ) explained the Proposed Projects Map and key considerations for discussion:

- Does the project sponsor have the capacity to implement the project
- How do the project's scopes compare in terms of downtown impact
- Would the project be the best use of NY Forward Funding
- Does a projects location make it more or less competitive
- Does a project's budget clearly identify costs and estimates
- Is the project ready to advance

The MJ Team provided an overview of each proposed project, discussion points from the LPC work session, and project updates:

A01 - Upgrade Riverside Drive Streetscape and Gouverneur Street Gateway Signage

- LPC Discussion
 - Create synergy to boost the area
 - Project should be refined to reduce costs
 - Coincides with project B01
 - Emphasis on pedestrian safety and accessibility
 - Opportunity for additional parking and development in the future
 - Potential partnerships with Safe Routes, Street trees funding from DEC, and Canton Rotary
- Project Updates
 - Updated Budget
 - Priority is creating safer transportation routes for pedestrians and non-motorized vehicles
 - Sidewalk Improvements
 - Green infrastructure elements/street trees to address stormwater drainage
 - Remove intersection reconfiguration but propose crosswalks bridging the intersection

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

A02 – Enhance Park Amenities in the Village Green

- LPC Discussion
 - Would positively impact the people who live and work in Canton
 - Important place to the Village and utilized by many
 - Center of the main downtown corridor
 - Project will be refined to reduce costs
- Project Updates
 - Updated Budget
 - Internal Park pathways are a priority
 - Propose additional handicap parking
 - Reducing the number of benches, proposed hardscaping areas, stage area, art installations, and movable furnishing
 - Vegetated buffer should not obstruct views

3. Refined Projects List Discussion

Discussion

- Add lighting and electrical to accommodate designated food truck location
- Modify proposed seating wall taking into consideration existing permanent seating

The LPC noted that reducing the public projects further may reduce the impact.

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

B01 – Renovate 11 and 11/2 Riverside Drive into a Commercial Fitness Center and Two Dance Studios

- LPC Discussion
 - Would create a long-term anchor property
 - Strength Training Equipment is ineligible for NYF reimbursement
 - Has an Environmental Assessment for the interior of the building been completed?
 - Has the sponsor connected with interested parties regarding the Dance Studios?
- Project Updates
 - Updated Budget Table
 - Detailed description of AE Fees/Owner Soft Costs
 - Documented interest for Dance Studios
 - Environmental Assessment of building interior completed

The LPC inquired about interest for the Fitness Center, it was noted that projections of memberships were made and submitted for the project application.

The LPC discussed limitations on future sales should the project sponsor decide to sell the building. The DOS Team noted there are 'clawback' provisions incorporated into state contracts.

The LPC inquired about mitigation costs being added to the budget. The MJ Team will follow up with the project sponsor.

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

B03 – Redevelopment of the Former Midtown Plaza

- LPC Discussion
 - Village has been working to develop this specific site
 - Has significant potential to improve downtown
 - Will this project leverage local expertise?
- Project Updates
 - Leveraging Local Expertise, preference to Canton-based and North Country-based companies
 - Decarbonization, 100% Electric Development
 - Site control secured

The LPC discussed decarbonization documentation, any sponsor required will choose a decarbonization pathway and work with NYSERDA and NORESKO.

The LPC discussed the status of other funding sources for this project.

3. Refined Projects List Discussion

Discussion

The LPC inquired about what residential construction entails.

The LPC noted that the NYF request is half of the Village's entire grant and inquired if the project sponsor would be willing to lower their NYF request considering their NYF request is a small amount of the total project cost.

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

B04 – Nature's Storehouse Expansion

- LPC Discussion
 - Popular business in the downtown
 - What is the current status of site control of the new storefront
 - Is decarbonization required?
- Project Updates
 - Site control is awaiting final closing date
 - Updated budget table
 - Supporting cost estimates
 - Existing conditions images

The LPC discussed the site control for this project, it was noted that project sponsors must have site control by the time projects are awarded funding. The MJ Team will continue to work with the project sponsor to determine a closing date for site control.

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

B08 – Renovations & Upgrades to the TAUNY Center

Recusal: Joshua Vink

- LPC Discussion
 - Critical part of the downtown community
 - TAUNY is well established and financially supported
 - Clarification on budget items
- Project Updates
 - Updated budget table
 - Renderings/proposed conditions

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

C01 – Establish a Small Project Fund

- LPC Discussion
 - Clearly demonstrated support/need for the fund
- Project Updates
 - No additional information has been gathered for this project

3. Refined Projects List Discussion

Discussion

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

D01 – Canton Branding and Marketing Initiative

- LPC Discussion
 - Would help further advance the aesthetics of downtown
- Project Updates
 - No additional information has been gathered for this project

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

B02 – Renovate 95 Main Street to Become Accessible, Historic, and Energy Efficient

- LPC Discussion
 - There is a need for an ADA-accessible entryway
 - Improve appearance of downtown
 - Possibility of other funding sources available
- Project Updates
 - Supporting cost estimates
 - Existing conditions images

The LPC discussed other funding sources available for this project such as Main Street and the Small Project Fund. The LPC inquired about providing resources to the project sponsor to find other funding sources. The State Team noted there is a general list of funding sources that can be shared.

The LPC noted that it is important to consider accessibility and that it is needed, but overall, the project may have less impact.

Based on the project updates, the LPC agreed this project is Not for NY Forward/Pipeline Project

B07 – The Tick Tock Revival

- LPC Discussion
 - Important business for retaining and attracting students
 - Would create more dining and entertainment options
 - Is there documentation of financial capacity?
 - Which line items will be utilizing NYF funds?
 - What is the status of other funding sources
- Project Updates
 - Demonstration of financial capacity (NYF Business Plan, CAT, Inc Profit & Loss, Pro-forma, real estate appraisals)
 - Updated budget table
 - Previously submitted architect plans/site plans

The LPC discussed project sponsor capacity and how they will keep the business running after completing construction.

Based on the project updates, the LPC agreed to continue considering this project for NY Forward

3. Refined Projects List Discussion

Discussion

B09 – Mixed-Use Redevelopment of 15 Gouverneur Street

- LPC Discussion
 - Project area identified in BOA
 - Could have a catalytic effect
 - Project location is farther away from synergies that might exist
 - Total project cost seems low
- Project Updates
 - Demonstration of financial capacity (Bank statement, balance sheet, financial forecast)
 - Supporting cost estimates (Estimated on collaboration with Trackside 21, Inc)
 - Renderings/Proposed Conditions

The LPC discussed key considerations such as catalytic effect, density, and location. The LPC noted that the projects' location is not strong considering the location of other projects.

Based on the project updates, the LPC agreed this project is Not for NY Forward/Pipeline Project

The LPC discussed project priorities and by submitting 8 million in total project costs, the state will have a larger list of projects to choose from.

The projects identified to consider advancing will be shown to the public to receive input at the public open house. The LPC will be able to refine the projects list following the public open house.

Key Decisions & Outcomes

- LPC refined the slate of projects**
- MJ to continue reaching out to Project Sponsors**

4. Next Steps

Discussion

Jaclyn Hakes (MJ) then discussed the next steps for the LPC.

LPC Vote on Slate of Projects:

Voting Process (expected to take place at LPC #5)

- Completed ballots will be signed and submitted to MJ Team
- Mark box to recuse from individual project
- Complete recusal form

Next Steps:

- Outreach to project sponsors for additional information and materials (MJ)
- Consultant review of projects/project sponsor coordination – September
- Public Engagement #2 – September 26th 5:30 – 7:30 PM
- LPC #5 – October 8th 12:30 – 2:30 PM



4. Next Steps

Discussion

- Potential vote on slate of projects to recommend for NY Forward
- Draft Strategic Investment Plan – September – October

The LPC was asked to identify potential pipeline projects. Potential pipeline projects provide additional opportunities for other grants.

Visit the Canton NY Forward website to stay up-to-date, view meeting summaries, presentations and materials, and get involved! www.CantonNYForward.com

Key Decisions & Outcomes

MJ and project sponsor coordination
LPC to identify pipeline projects

5. Public Comment

Discussion

LPC Co-Chair Kathryn Morris opened the meeting for public comment.

- The Midtown Plaza project has a high total cost but has regional impact, the sponsor has experience, and ESD can adjust.

Following the public comment period, LPC Co-Chair Kathryn Morris thanked all those in attendance.

Key Decisions & Outcomes

N/A

This meeting summary conveys our understanding of the items discussed and agreements reached at this meeting. Please forward any additions, corrections and/or questions to my attention.

Submitted by:

Grace Sherburne, MJ Engineering and Land Surveying, P.C.

cc: Consultant Team, State Team, Local Planning Committee

Local Planning Committee

Name	Present
Michael Dalton	
Kathryn Morris	<input checked="" type="checkbox"/>
Josh Vink	<input checked="" type="checkbox"/>
Brian Coakley	<input checked="" type="checkbox"/>



Ariane Palmer	<input checked="" type="checkbox"/>
Connie Jenkins	
Katie Berry	<input checked="" type="checkbox"/>
Dave Nelson	<input checked="" type="checkbox"/>
Kirk Davis	<input checked="" type="checkbox"/>

State Partners

Name	Present
Kylie Peck	<input checked="" type="checkbox"/>
Jen Voss	<input checked="" type="checkbox"/>
Stephen Hunt	

Planning Support

Name	Present
Leigh Rodriguez	<input checked="" type="checkbox"/>
Anna Sorensen	<input checked="" type="checkbox"/>

Consultant Team

Name	Affiliation	Present
Jaclyn Hakes, Project Manager	M.J. Engineering	<input checked="" type="checkbox"/>
Daniel Madigan	M.J. Engineering	<input checked="" type="checkbox"/>
Grace Sherburne	M.J. Engineering	<input checked="" type="checkbox"/>