

Town of Conquest - Comprehensive Plan Development “How We Arrived Here”

Timeframe	Happening
July 2021	Town Board requests the Planning Board to seek development of a Comprehensive Plan (CP) for the town.
August 2021	Cayuga County Economic Development (CCPED) provides draft proposal to develop CP.
September 2021	Planning Board recommends CCPED proposal to Town Board. TB approves proposal.
October 2021	Town Board approves Planning Board recommendations for CP Steering Committee members. Representation includes Town Board, Planning Board, Town Historian, Agriculture, Business, and residents.
October 2021	CCPED provides orientation session for CP Steering Committee members.
November 2021	First Steering Committee meeting. Schedule is setup for 13 to 14 monthly meeting through the Spring 2023, and 4 public event meetings. CCPED mails out approximately 800 surveys to gather public input. Surveys were also available at the Town Hall and during hand-out sessions at the town’s transfer station.
December 2021	First Public Event (Public Launch). Held at the Fire Hall. Approximately 40 people attended. Introduction of the CP development process to the public.
January 2022 to June 2022	Regularly scheduled monthly meetings. Survey responses were tallied during this period. Nearly 200 individual survey responses were received together with dozens of separate comments.
July 2022	Second Public Event. Held at the Town Hall Pavilion. Approximately 30 people attended. Information stations were provided along with public survey results. Public feedback resulted in approximately 60 hand-written comments.
August 2022 to October 2022	Regularly scheduled monthly meetings. Refine data, refine vision/goals, draft write-ups.
November 2022	Third Public Event. Learn Mission/Vision/Goals and how they will appear throughout the CP. Presented information is a culmination of prior public input from CP survey and previous public event comments. The event also gathers additional public feedback.
January 2023	Comprehensive Plan (CP) steering committee adopts the draft CP (with comments) prepared by CCPED. The steering committee agrees the CP is ready for Planning Board review. CCPED provides full draft (with steering committee comments incorporated) to the Planning Board.
February 2023	Planning Board Special Meeting (2/2) to begin review of CP full draft ➤ 2/9- Regular PB Meeting (performed additional review)
March 2023	➤ 3/2 -PB Special Meeting to review draft. Motion passed to accept CCPED draft off CP with comments. ➤ 3/7 – PB provides final comments of draft CP to CCPED ➤ 3/28-TB presented with full draft (with planning board comments incorporated)
April 2023	➤ Town Board – Begins CP review
May 2023	➤ Town Board signs off as Lead Agency of the CP as required by State Environmental Quality Review (SEQR) and submits the Draft Plan to the Cayuga County GML 239 Review Committee. ➤ 5/8/23: Town Board completes CP review during 5/8/23 Special TB Meeting; TB comments provided to CCPED ➤ 5/9/23: CCPED submits CP to Cayuga County GML 239 Review Committee to be considered at the County’s May 18 meeting
June 2023	➤ 6/19/23: Public Hearing and targeted date for CP adoption by the TB.
END	