



Local Planning
Committee Meeting #1
May 6, 2025

Agenda

1. Welcome and Introductions
2. DRI Code of Conduct
3. DRI Program Overview
4. DRI Project Selection Process
5. LPC Discussion
 - DRI Boundary
 - DRI Vision
 - Downtown Opportunities and Challenges
5. Public Engagement
6. Next Steps
7. Public Remarks

Local Planning Committee
Meeting #1 May 6, 2025





Welcome & Introductions
LPC Co-Chairs, All

Local Planning Committee

Co-Chair: Colleen Henry, Mayor, Village of Schoharie

Co-Chair: Dr. Marion Terenzio, Mohawk Valley Regional Economic Development Council (MVREDC)

- Paul Conroy
- Joan Marciniak
- LeeAnn Arnold
- Colleen Quirion
- Steven Babbitt
- Lillian Caza
- Darlene Patterson
- Michael Langan
- Mark Stolzenburg
- Julie Pacette



State Partners & Consultants

- Stefan Lutter, Revitalization Specialist, Department of State (DOS)
 - Allison Madmoune, Mohawk Valley Regional Director, Empire State Development (ESD)
 - Mark LaBuzzetta, Economic Development Specialist, Empire State Development (ESD)
 - Katherine Stephens, Program Director, Homes and Community Renewal (HCR)
 - Jillian Newby, Assistant Regional Planning & Program Manager, Department of Transportation (DOT)
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- Lisa Nagle, Planning Practice Area Leader, EDR
 - Laura Lourenco, Senior Project Manager, EDR
 - Aidan McKibbin, Planner, EDR
 - Michael N'Dolo, Director of Economic Development, MRB Group
 - Ellen Fitzgerald, STC Design
 - Mike Kane & Jenny Mogavero, Prospect Hill Consulting
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- Michael Goodrum, John Balfe, Rachel Truttmann, Michelle Scordino, Noresco

State Partners & Consultants

New York Department of State (NYSDOS)

*Lead agency, Public projects

Empire State Development (ESD)

Local development expertise, Private projects

New York Division of Homes and Community Renewal (HCR)

Community & Housing expertise,
Grant and loan programs

New York State Energy Research & Development Authority (NYSERDA)

Decarbonization strategies,
Stretch Energy code

+ NORESKO

Environmental Design & Research

*Lead consultant, urban planning, design,
public engagement

MRB Group

Economic Analysis

Prospect Hill Consulting

Data & GIS analysis / mapping

STC Design

Project support, decarbonization support, building
evaluation

Roles

LPC
State
Consultants

- Guide development of the **Strategic Investment Plan**
 - Review potential **DRI projects** and recommend a selection for DRI Funding
 - Support and learn from **public engagement activities**
 - Attend **monthly LPC meetings**; may form **work groups** and/or convene working sessions
 - Review and advise on DRI planning **products and activities**
-
- Provide **guidance and expertise** throughout planning process
 - **Manage** and assist consultants to ensure critical tasks are accomplished
 - Ensure **documents** meet state and local goals
 - **Facilitate** assistance from other State agencies
 - Support **contracting** of projects awarded
-
- Work with LPC and state to research and prepare **DRI documents**
 - **Facilitates public engagement** with guidance from LPC
 - Assists in identification and assessment of **potential projects**
 - **Manage** meetings and event logistics and presentations



DRI Code of Conduct

Stefan Lutter, DOS

DRI Code of Conduct – Preamble

Each Local Planning Committee Member is reminded of their obligation to disclose potential conflicts of interest with respect to 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.

DRI Code of Conduct

- Guidelines, standards, and procedures for Local Planning Committee (LPC) members to follow throughout the planning process
- Members of the DRI Local Planning Committee must always serve and act in the public interest, regardless of their affiliation with, or relationship to, any business, municipality, not-for-profit, agency, program, entity, or interest group.
- All LPC members must **read and sign the Code of Conduct** for Members of New York State Downtown Revitalization Initiative and NY Forward Local Planning Committees (Code of Conduct).



Disclosures & Recusals

- Members must identify a potential conflict at the first meeting in which the matter giving rise to the conflict is discussed.
- Members may not vote, or attempt to influence, a discussion or vote on any projects where a potential conflict of interest exists.
- A list of recusals together with the recusal form completed by each recused member will be maintained for each project during the DRI planning process.

Remember D.A.D.

- ✓ Disclose conflicts of interest
- ✓ Act in the public interest
- ✓ Disqualify if necessary

Questions? Contact the New York DOS Ethics Officer:

Anais Vasquez (518) 948-0275, Anais.Vasquez@dos.ny.gov

Voting on Recommended Projects

- All LPC members will vote on a slate of projects to be recommended to the state for DRI / NYF funding.
- Voting will take place via an official LPC ballot to be submitted to the State.
- LPC members must recuse themselves from voting on individual projects where a conflict of interest exists.
- LPC members must follow the determinations made by the Ethics Officer in accordance with the Code of Conduct and other applicable laws.





All LPC members will abide by the Code of Conduct. We ask that you respect the opinions of others, engage in civil discussions, and be polite to all participants.



DRI Program and Schedule Overview

Stefan Lutter, DOS

What is the DRI?

- State-wide investment to reinvigorate local and regional economies by revitalizing downtowns
- Recognizes unique qualities of communities throughout NY State



New York State DRI Goals



**Enhance downtown living
and quality of life**



**Provide enhanced public
spaces that serve those of
all ages and abilities**



**Create an
active downtown with
a mix of uses**



**Create diverse
housing options for
all income levels**



**Provide diverse
employment opportunities
for a variety of skill sets
and salary levels**



**Encourage the reduction
of greenhouse gas
emissions**



**Grow the local property
tax base**

**Local Schoharie Goals – To be defined
→ Topics for Open House #1 and LPC #2**

What is the End Goal of the Planning Process?

- Consensus on a recommended list of projects for implementation
- Submission of a Strategic Investment Plan to the State containing recommended list of projects
- Momentum and direction for downtown revitalization



VILLAGE OF TANNERSVILLE Strategic Investment Plan

Capital Region Economic Development Council

New York State
Downtown Revitalization Initiative
August 2022



Downtown
Revitalization
Initiative

DRI from Start to Finish



APPLY

September 2024 – March 2025

- Communities prepared and submitted applications to REDCs
- REDCs nominated communities
- State announced winners



PLAN

April – December 2025

- Local Planning Committees are established
- Community vision and goals are refined
- Projects are identified and refined
- LPC recommends projects to State

YOUR FOCUS IS HERE!



IMPLEMENT

2026 - 2030

- Final plans are submitted to the State
- Projects are selected and awarded (~Q1 2026)
- Implementation begins (~ Q3/Q4 2026)

Planning Process



Visioning

Refine the community's future vision, establish priorities and gather input



Opportunities + Challenges

Understand the community's unique characteristics and key opportunities



Project Development + Evaluation

Identify, develop, and evaluate potential projects



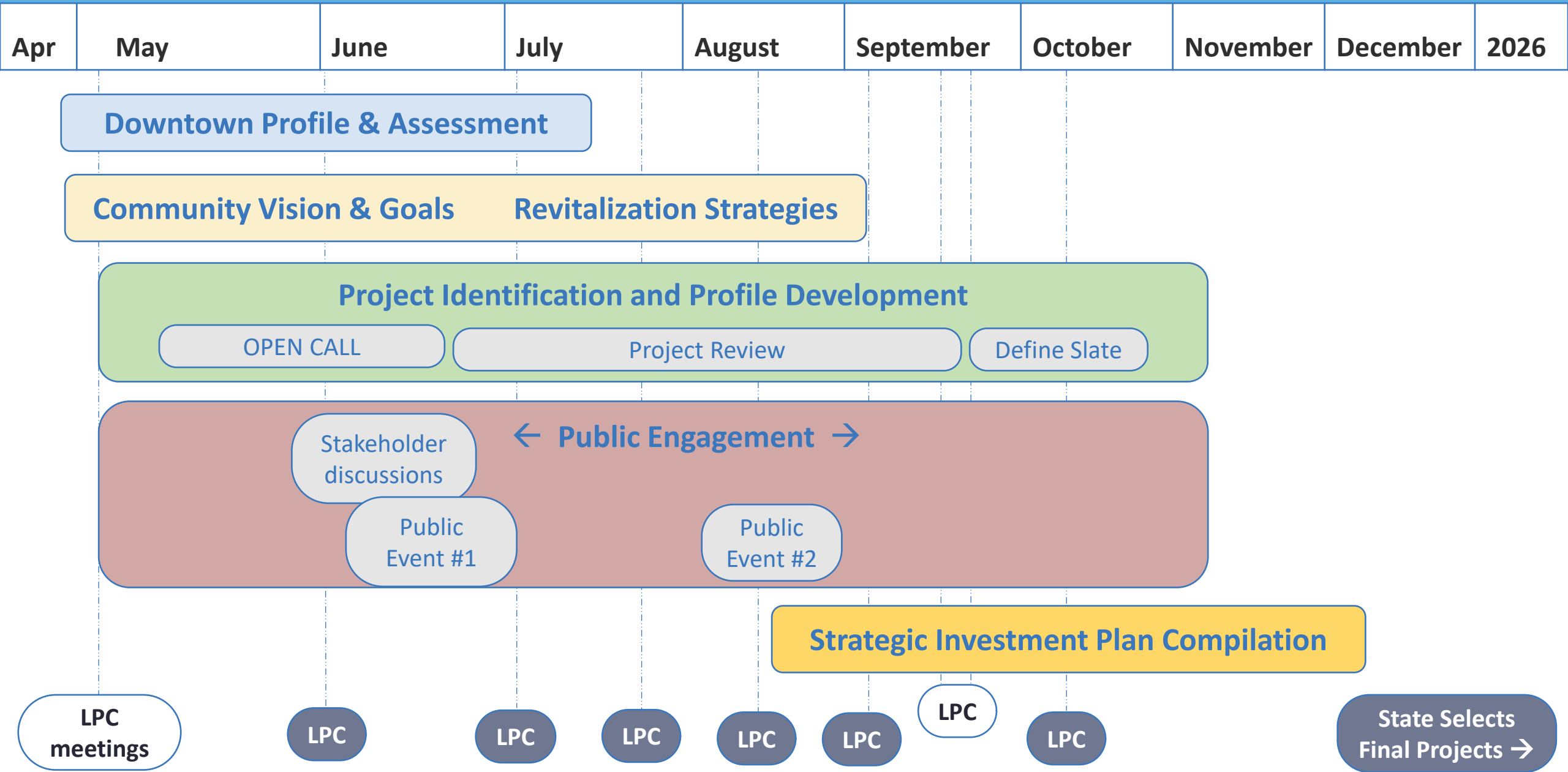
Project Recommendations

Recommend projects that align with the community's goals

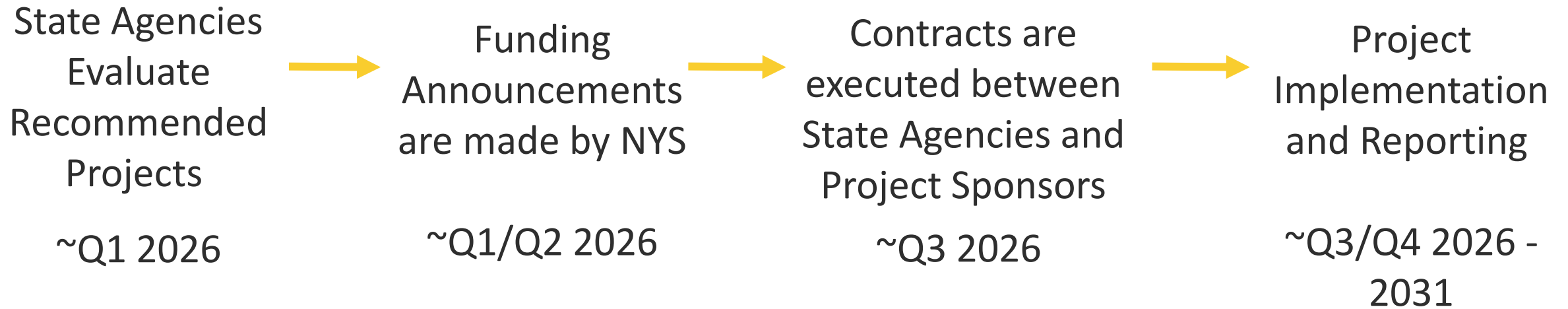
8-9 Month Timeframe (April – December 2025)

- Each community is led by a consultant team to guide the planning process, develop projects to recommend to the State, and document in a Strategic Investment Plan
- This process helps ensure all voices are heard and projects are carefully considered

Schoharie DRI General Schedule 2025



What Happens After the Planning Process Ends?



- Announcements are typically made in the months following submission of Strategic Investment Plans
- Projects begin implementation as soon as possible



DRI Project Selection Process

Stefan Lutter, DOS and Michael N'Dolo, MRB

What are the eligible DRI project types?



Public Improvement Projects

Streetscape and transportation improvements, recreational trails, new and upgraded parks, plazas, public art, green infrastructure, and other public realm projects.



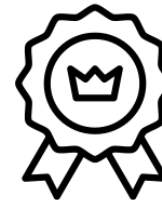
New Development and/or Rehabilitation of Existing Downtown Buildings

Development and redevelopment of real property for mixed-use, commercial, residential, not for profit, or public uses. Development / redevelopment should result in employment opportunities, housing choices or other community services.



Small Project Grant Fund

A locally managed matching small project fund (up to \$600,000) for small downtown projects, such as façade improvements, building renovations, business assistance, or public art.



Branding and Marketing

Downtown branding and marketing projects that target residents, tourists, investors, developers and visitors.

Ineligible Project Types

- **Planning Activities.** All DRI funds must be used to implement projects.
- **Operations and Maintenance.** Funds cannot be used for on-going or routine expenses, such as staff salaries and wages, rent, utilities, and property up-keep.
- **Pre-award Costs.** Reimbursement for costs incurred before the completion of the Strategic Investment Plan and the announcement of funding awards is not permitted.
- **Property Acquisition.** DRI funds cannot be used for property acquisition.
- **Training and Other Program Expenses.** DRI funds cannot be used to cover continuous costs, such as training costs and expenses related to existing programs.
- **Expenses related to Existing Programs.** DRI funds cannot supplement existing programs or replace existing resources.
- **Stand alone parking projects**

How are projects identified?



**Projects included in the
community DRI
application**



**Projects solicited
through the Open Call
for Projects**

- **All potential projects must complete DRI project submission forms and checklists**
- **Not all projects solicited will be selected**

How are projects evaluated?

The LPC will evaluate all projects based on the NYS DRI Program criteria and goals and local Schoharie goals:

- **Eligible Project.** Projects must be one of the eligible project types.
- **Alignment with Local and State Goals.**
- **Catalytic Effect.** Projects must have a significant positive impact on downtown revitalization
- **Project Readiness.** Projects should be well-developed and ready to proceed as soon as possible upon the award of funding.
- **Cost Effectiveness.** Projects must represent an effective, efficient use of public resources.
- **Co-Benefits.** Projects must result in benefits to the community, beyond just the project developer, such as: additional economic activity and improved quality of life.
- **Community Criteria.** The LPC may set additional criteria for their review (LPC #2 discussion)

Project Evaluation Worksheet (sample)

Yes	No	maybe	COMMUNITY SUPPORT
			The project is supported by the community and in line with its DRI vision.
Yes	No	maybe	PROJECT READINESS
			The project is well developed and poised to proceed in the near term in a way that will jumpstart the redevelopment of the neighborhood. The sponsor has the capacity to implement and maintain the project.
Yes	No	maybe	CATALYTIC EFFECT
			The project is likely to have a significant positive impact on the revitalization of the downtown by attracting other public and private investment.
Yes	No	maybe	CO-BENEFITS
			The project will result in secondary benefits to both the community and project developer, beyond the primary goal of the project itself, which will generate additional economic activity, grow the local property tax base, improve quality of life in the neighborhood, and/or result in improved buildings likely to create healthier, more comfortable and productive environments in which to live and work.
Yes	No	maybe	COST EFFECTIVENESS
			There is a demonstrated needs for DRI funds and investment of public DRI funds in the project would represent an effective and efficient use of public resources.

Catalytic Effect*

Will this project have a significant positive impact on downtown Medina? Can it spur additional public and private investment?

-Please select-

High

Medium

Low

Unknown

break ground within 2 years?

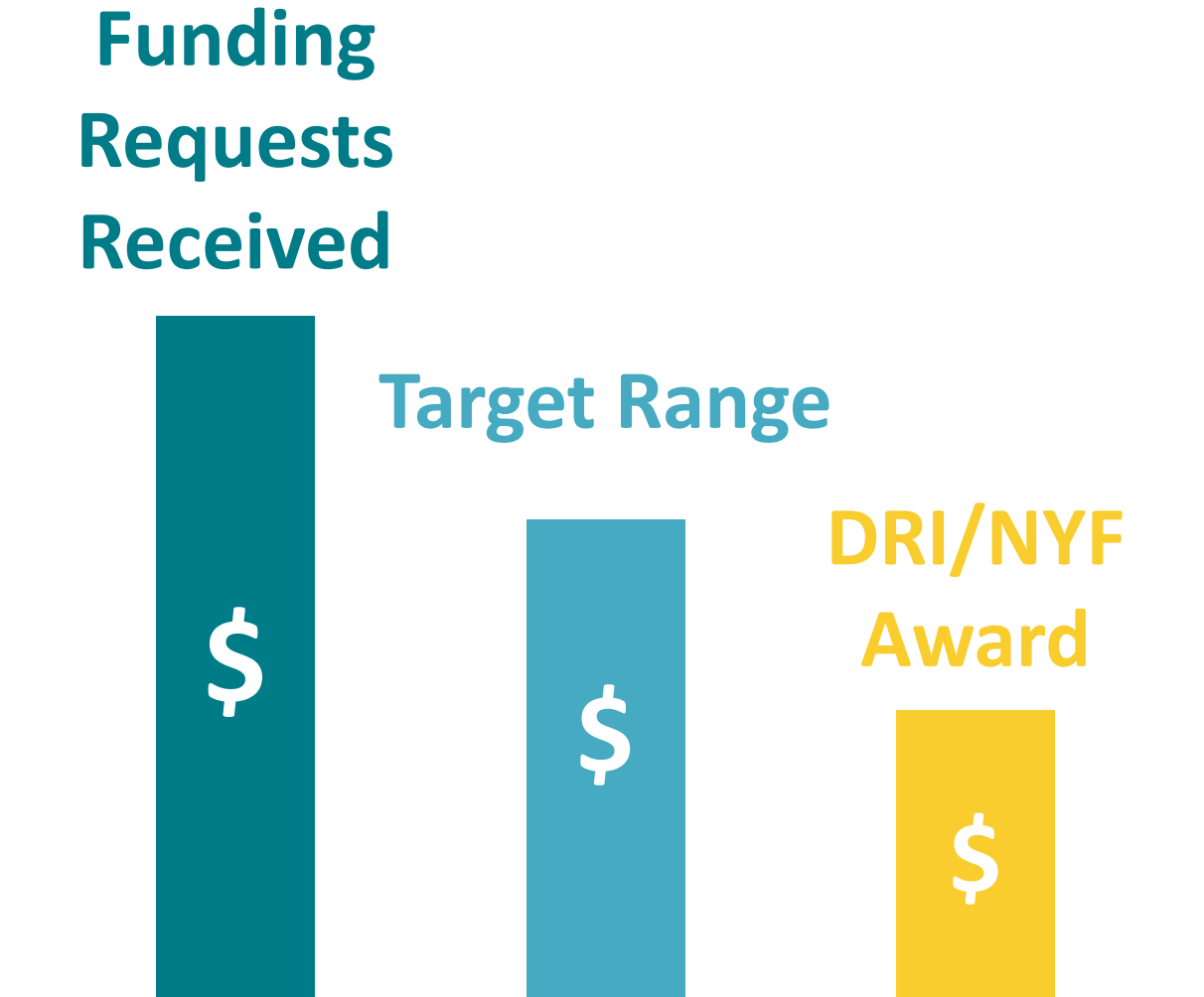
Cost Effectiveness*

Is this project a good use of public funds? Is the budget realistic? Is the NYF request reasonable?

-Please select-

Final Slate of Recommended Projects

- Final slate of projects takes into consideration feedback from the public and is finalized by the LPC.
- The total amount of requested DRI funds will have a higher dollar amount than what will be awarded.



Project Implementation

- All awards are provided as a reimbursement grant — project sponsors must complete work before monies are provided
- Project sponsors will likely need to secure bridge financing to cover costs while project is being completed
- All awards are subject to State requirements, including MWBE goals, competitive procurement, etc.

Project Match and Decarbonization Requirements

- New construction, building additions over 5,000 SF and some substantial renovation over 5,000 SF will be required to meet decarbonization standards
- 25% minimum project match for private projects
- No match requirement for public or non-profit projects
- Total project cost must be a minimum of \$75,000 (except small project fund)
- LPC can set higher match requirements at their own discretion

e.g., Clinton-Kirkland 2023: Private projects had 40% match

Propose:

- *DRI awards to private projects will have a 25% match requirement of total project costs.*
- *The minimum total project cost for a private, stand-alone project is \$250,000 (\$187,500 DRI funds.)*

Open Call for Projects

- Provides an opportunity for community members, property owners, and business owners to submit projects for consideration.
- Submission period will be open to the public for at least 4 weeks.
- Applicants must complete a submission form with required information (available online or in hard copy at accessible locations).
- Simpler, parallel process for Small Project Fund — must submit a letter of interest.

➤ **NYS is looking for projects that are ready to be implemented in the near-term, are transformational, and are feasible!**

Proposed Projects Timeline:

- **Open Call** - May 9 to June 11
- **Review & Refine Proposals** — June to Sept.
- **Final profiles for recommended projects** — Oct. to Nov.

Resources for Sponsors:

- **Introductory Webinar** - May 20
- **Pre-Application meeting with consultant team** - May 27 - June 4
- **Decarbonization Webinar & Meeting** - June/July and July/Aug
- **Consultant advising** - Ongoing



Schoharie DRI

Laura Lourenco, EDR

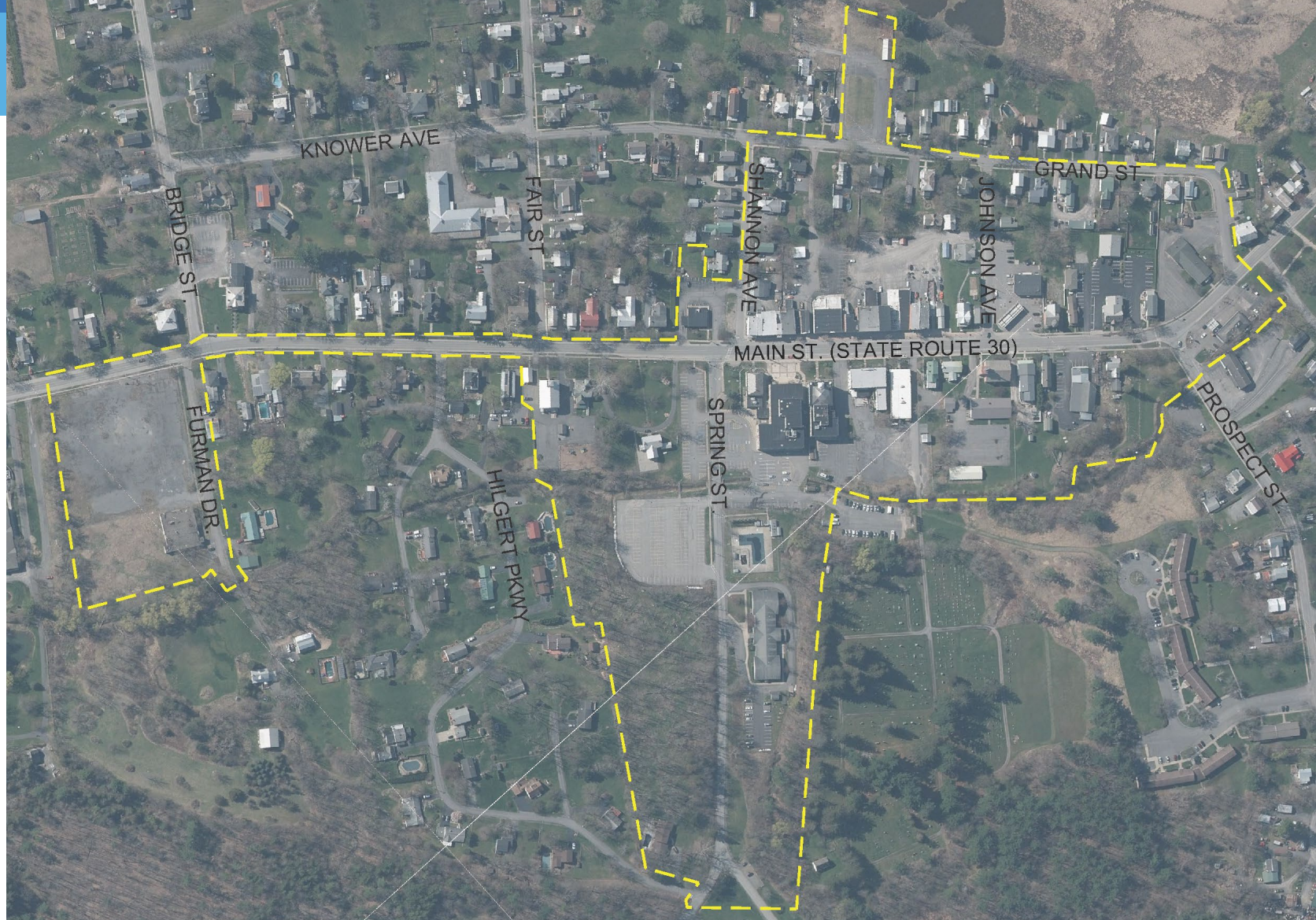
Draft Boundary

Must Be:

- Compact
- Well Defined Downtown
- Easily Walkable

DRI projects must be inside the boundary. Minor adjustment by LPC permitted with firm justification.

Potential projects near the boundary can apply through the Open Call for LPC consideration (boundary change is not guaranteed).



Corrections?

VISION

Nestled in the heart of the Schoharie Valley, Schoharie embraces its rich history, natural beauty, and strong agricultural roots. We envision a vibrant and welcoming Village where tradition meets innovation, preserving our unique heritage while fostering sustainable growth. Our commitment to environmental stewardship, local businesses, and cultural enrichment will continue to make Schoharie a place where families thrive, visitors are inspired, and future generations are proud to call home.

Initial Public Engagement will seek to not only refine this, but to establish local goals and strategies to achieve the vision.

Winning Application

- Past Investments -> Future Potential
- Job Growth
- Quality of Life
- Supportive Local Policies
- Potential Projects
 - Mainbridge Commons
 - Fountain Head Plaza
 - Building Improvement Fund
 - Living Spring Street
 - Firehouse Park
 - Crosswalks of Color
 - Village Branding & Marketing



**Downtown
Revitalization
Initiative**



REGION:
MOHAWK VALLEY

PROGRAM:
DOWNTOWN REVITALIZATION INITIATIVE, Round 8,
2024

MUNICIPALITY:
VILLAGE OF SCHOHARIE,
CERTIFIED PRO-HOUSING COMMUNITY, NY

DOWNTOWN:
VILLAGE OF SCHOHARIE AKA FOUNTAIN TOWN

COUNTY:
SCHOHARIE

CONTACT:
MAYOR COLLEEN M. HENRY
MAYOR.SCHO@MIDTEL.NET 518-295-8500


Schoharie
A good life, in a beautiful place.

Challenges & Opportunities

- Blighted, Vacant, and Underutilized Properties
- Inadequate Infrastructure & Walkability
- Traffic, Trucking, and Safety
- Housing Availability & Affordability
- Civic Engagement, Leadership & Vision
- Visual & Environmental Concerns

Quality of Life

The Village of Schoharie is a cultural and historical hub, service center, and scenic route through the Schoharie Valley, Catskill Mountains, Capital Region, Mohawk Valley and Southern Tier.

The Village hosts the county seat of government, dozens of businesses, a State and National Registered Historic District, and it is the only Village that offers FREE public WiFi in the county. On any summer day, you will find children reading and at art workshops on the lawn of the Schoharie Free Library in the DRI district.

Proud to be a 4-season destination, nearby wedding venues and local craft breweries (Wayward Lane Brewing voted #1 in NYS), farmers markets, diverse restaurant scene, and natural attractions create a unique destination for locals and visitors. Home to the Old Stone Fort Museum, Depot Lane Railroad Museum and Palatine House, the village hosts a series of events attracting visitors from around the region, including an annual antiques festival, Lawn Sale, Lily Festival, Trunk-or-Treat, several parades, and Old Stone Fort Day. Popular outdoor activities include kayaking, snowmobiling, hiking, running and walking –watchout for the children bicycling, too!

The Village is implementing its Local Waterfront Revitalization Plan by developing a network of trails that connect the central business district to the Schoharie Creek just a few steps away.




The Schoharie Central School District is a beacon on Main Street two blocks from Village Hall. The School District is projecting enrollment growth over the next five years, which shows an interest of young families moving to the community.

According to recent survey results, Schoharie residents expressed “welcoming” as the word that best describes the Village. Maintaining rural charm and scenic character is most important to our people, however, the chosen word “welcoming” further implies our residents are ready and looking forward to new opportunities and new neighbors!

With ease of access from all points north, south, east and west to many assets at the Schoharie headwaters, the Village is becoming a fountain of vitality.

Our catalytic revitalization projects are directly aligned with community feedback and long-term resilience planning efforts.

“A small-town rural lifestyle is what makes our area attractive and the reason our residents stay.”
– Mayor Henry





Public Engagement

Aidan McKibbin, EDR

Public Engagement Methods

- Critical component of the DRI planning process!
- Occurs throughout the process and is tailored to each community's needs.
- Activities should encourage participation from a broad and diverse population.
- Facilitated by the consultant team.

METHODS:

Public Workshops/Surveys (x2)

Local outreach / Pop-ups /
discussion groups

LPC Meetings

Open Call for Projects

Online Engagement -
www.villageofschohariedri.com

How does Public Engagement help the process?

- Helps to craft / refine the downtown's vision, goals, and strategies
- Input on project types and community needs
- Feedback on proposed projects and transformative potential in downtown

GENERAL TIMELINE (tbc)

Visioning & Project Ideas:

June - Open House #1

May/June — Stakeholder outreach, Pop-up

Review Potential Projects:

Aug - Open House #2

Jul/Aug/Sept — Community Outreach

Public Comments/Input

May-Nov: LPC Meetings, Online Comment Form

Initial Public Engagement Discussion

- Locations for public open houses?
- Community events / locations for outreach activities?
- Effective channels for notifications?
- Important community groups or stakeholders we should reach out to?
- Hard-to-reach groups?

→ LPC Questionnaire



Next Steps

Laura Lourenco, EDR

Next Steps

LPC

- Submit signed code of conducts
- LPC Questionnaire(survey monkey): Public Engagement, Visioning, Schedule

Open Call for Projects

- Launch and Publicize in May, open through early June
- Technical assistance - ***start submissions early*** contact consultant team to set up meetings

Public Engagement

- Upcoming opportunities for the public to be involved — survey, open house, pop-ups!



Downtown Profile & Assessment

- Research, mapping, data collection

LPC #2

- June 16-27^h - TBA

Public Remarks



Thank You!

VillageofSchoharieDRI.com

