

TOWN AND VILLAGE OF CLAYTON LOCAL WATERFRONT REVITALIZATION PROGRAM

MEETING SUMMARY

Purpose:	Waterfront Advisory Committee (WAC) Meeting #2
Date and Time:	January 14, 2026, 2:00 pm
Location:	Virtual
Attendees:	See Below
Agenda:	<ol style="list-style-type: none"> 1. Welcome & Introductions 2. Project Schedule Update 3. Waterfront Revitalization Area Boundary Discussion 4. Existing Conditions Highlights 5. Public Engagement Strategy 6. Next Steps

1. Welcome & Introductions

Discussion

Jen Ceponis (MJ) welcomed the Committee to the meeting and initiated introductions.

Committee Members:

- Nancy Hyde, Mayor of the Village of Clayton
- Krista Dippel, Clayton Local Development Corp.
- Tim Doney, Supervisor of the Town of Clayton
- David Powers, Village Resident
- Dave Wilder, Village of Clayton
- James Ganter, Clayton Local Development Corp.
- Mike Hooson, Clayton Chamber of Commerce
- Robert Riddoch, Village of Clayton Trustee
- Ron Duford, Village of Clayton Trustee

Key Decisions & Outcomes

N/A



2. Project Schedule Update

Discussion

Melia Hema (MJ) provided a brief explanation Project & LWRP Schedule

Fall/ Winter 2025

- Inventory & Analysis
- Community Outreach Process & Plan

Winter 2026

- Stakeholder group meetings
- 1st Public Information Meeting
- Online community survey

Spring 2026

- Proposed land/ water uses and projects

Summer 2026

- Draft LWRP in process
- 2nd Public Information Meeting

Fall/ Winter 2026/2027

- Preliminary Draft LWRP submitted to DOS
- DOS Review Process (timing to be determined)

Melia Hema (MJ) explained that the LWRP is circular in nature; one section helps form the next. She reminded the Committee that WAC #1 meeting materials are now available on the project website, ClaytonLWRP.com.

LWRP Components

- Section 1 -- Waterfront Revitalization Area Boundary (Task 7)
- Section 2 – Inventory and Analysis (Task 8)
- Section 3 – Local Waterfront Revitalization Policies (Task 10)
- Section 4 – Proposed Land and Water Uses and Proposed Projects (Task 11)
- Section 5 – Techniques for Local Implementation (Task 13)
- Section 6 – State and Federal Actions Likely to Affect Implementation (Task 14)
- Section 7 – Local Commitment and Consultation (Task 15)

Today's meeting will focus on Section 1, Section 2 and Section 7.

Key Decisions & Outcomes

N/A



3. Waterfront Revitalization Area Boundary Discussion

Discussion

Jen Ceponis (MJ) began the WRA boundary discussion.

What is a Waterfront Revitalization Area?

- Defined in detail in Section 1 of the LWRP
- Generally, includes all areas within the municipality(ies) between the NYS Coastal Area Boundary (upland boundary) and the municipal boundary on the waterside
- The waterside boundary also serves as the Harbor Management boundary, which is incorporated into the WRA
- Encompasses adjacent shoreline and upland areas that directly influence or are influenced by waterfront conditions and activities

What it Means to be Within the WRA:

- Funding opportunities for proposed projects within WRA
- Actions (to be determined) may be subject to Local Waterfront Consistency Review Law, which will be an outcome of the LWRP effort

Discussion Items Raised by the WAC

- Potential impacts on property owners not currently in the WRA
- Community needs outside of the existing WRA
 - Clayton Village Office Building
 - Essential housing opportunities
 - Recreation facilities
- Local Consistency Review process

Existing Local Consistency Law – How is it working now?

- Joint Town/Village of Clayton Planning Board is responsible for coordinating review of “actions” in the WRA for consistency with the LWRP
- “Minor actions” are exempt from coordinated review (i.e. maintenance, in-kind replacement or rehabilitation, emergency actions, designation of local landmarks or their inclusion within historic districts, etc.)
- Committee members were concerned about additional zoning requirements for private properties within the WRA.
- A committee member suggested that property owners with small, residential projects not be required to pay fees associated with the local consistency review process.
- In general, the committee members did not want to see additional burdens or new fees levied on property owners in the WRA.

Changing the Coastal Boundary:

- A municipality may determine a different boundary through the LWRP process
- Change requires written justification (Section 1)
- Justification to include why the expanded area is important for inclusion in the WRA
- Must be approved by DOS
- Determination of the WRA boundary should reflect the following criteria:
 - Defined in detail in Section 1 of the LWRP
 - Generally, includes all areas within the municipality(ies) between the NYS Coastal Area Boundary (upland boundary) and the municipal boundary on the waterside

3. Waterfront Revitalization Area Boundary Discussion

Discussion

- The waterside boundary also serves as the Harbor Management boundary, which is incorporated into the WRA
- Encompasses adjacent shoreline and upland areas that directly influence or are influenced by waterfront conditions and activities

Potential Options

- Option A: Maintain existing WRA
- Option B: Extend WRA to include entire Village
- Option C: Other thoughts/ideas from WAC

Option A: Maintain Existing WRA

Option B: DRAFT – Extend WRA to include entire Village of Clayton

- Now includes Clayton Municipal Building, the future housing development area, and all of Village of Clayton

Option C: DRAFT – Thoughts from WAC?

- The Committee agreed to present the draft extended WRA to the public and assess the community's input.

Key Decisions & Outcomes

- The Committee agreed to proceed with proposed extended WRA for mapping and data analysis.
- The proposed WRA will be reviewed by the public at the first open house. The WAC will discuss the WRA after receiving public feedback.

4. Existing Conditions Highlights

Discussion

Jen Ceponis (MJ) provided an overview of Section 2 and what the inventory and analysis includes.

- Geographies: Jefferson County, Town of Clayton, Village of Clayton, WRA
- Physical setting, natural resources, existing land use and infrastructure, historic and cultural resources, socioeconomics and housing
- Data and mapping
 - Preliminary mapping will be complete upon identification of WRA
 - Presented at Public Open House #1 for feedback

Population

- Population rates have decreased slightly over the past 15 years for the WRA, Village and Town.



4. Existing Conditions Highlights

Discussion

Median Household Income

- Median household incomes are highest in the WRA and Town

Age Cohorts

- Most people within the WRA are 60-79 years old
- The Age 60-79 cohort is the largest within the Village and Town
- The Age 20-39 cohort is the largest in the County

Total Households

- The total number of households within the WRA, Village, Town and County have increased <1% between 2010-2025

Total Housing Units

- The total number of households within the WRA, Village, Town and County have increased <1% between 2010-2025

Occupied & Vacant Housing Units

- Majority of housing units within the Village, Town and County are occupied

Key Decisions & Outcomes

- N/A

5. Public Engagement Strategy

Discussion

Melia Hema (MJ) provided an update on ongoing and upcoming public engagement opportunities.

- LWRP Project Website: www.claytonlwrp.com
- Waterfront Survey
- Stakeholder Group Meetings
- Pop-up Table
- Public Open House #1 – March 4

LWRP Project Website

- Project Information
- WAC Meetings Materials
- Public Engagement Opportunities & Materials
- Collect comments & build email list
- Committee members recommended using the Chamber of Commerce email list to let the public know about the project website

Waterfront Survey

- Online via Survey Monkey



5. Public Engagement Strategy

Discussion

- Opens March 4, 2026
- Multiple publicity methods:
 - Press release
 - Town/ Village Webpage/ social media
 - Flyers
 - Other?

Stakeholder Group Meetings:

- Anticipate up to 6 Small Group Discussions (1-hour virtual sessions):
 - Neighborhood Associations
 - Environment & Sustainability
 - Local and Regional Partners & Community Services
 - Local Arts and History Community
 - Parks and Recreation
 - Economic Development & Business
- Anticipated to occur this winter/spring

Key Decisions & Outcomes

- MJ will share promotional materials for the upcoming public engagement with the Chamber of Commerce, as well as the Village and Town of Clayton, to help with distribution.

6. Next Steps

Discussion

Jen Ceponis (MJ) provided an overview of the next steps:

- Section 2 preliminary mapping (draft)
- Stakeholder Group Meeting Schedule – Winter/Spring
- Public Workshop #1 (Open House)
 - Wednesday, March 4, 2026
 - 4:00- 7:00 PM
 - Village Office Building
- Prepare Draft Section 2
- Schedule Next WAC Meeting – virtual
 - March 11, 2026 – 2:00 PM
 - May 13, 2026 – 2:00 PM

Key Decisions & Outcomes

- Committee members suggested extending the first Open Hours to three hours, from 4:00 to 7:00 PM.

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:

Melia Hema, MJ Engineering and Land Surveying, P.C.

cc: Consultant Team, Comprehensive Plan Update Committee, Town File



Waterfront Advisory Committee

Name	Present
Nancy Hyde	<input checked="" type="checkbox"/>
Krista Dippel	<input checked="" type="checkbox"/>
Tim Doney	X
David Powers	<input checked="" type="checkbox"/>
Dave Wilder	<input checked="" type="checkbox"/>
James Ganter	<input checked="" type="checkbox"/>
Mike Hooson	<input checked="" type="checkbox"/>
Robert Riddoch	X
Ron Duford	<input checked="" type="checkbox"/>

Consultant Team and Support

Name	Affiliation	Present
Jen Ceponis, Project Lead	M.J. Engineering	<input checked="" type="checkbox"/>
Melia Hema	M.J. Engineering	<input checked="" type="checkbox"/>
Peter Zimmer	Department of State	<input checked="" type="checkbox"/>