

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
AUGUST 15, 2022
AGENDA**

**LOCATION:
VILLAGE HALL
77 MAIN STREET, WARWICK, NY**

**Call to Order
Pledge of Allegiance
Roll Call**

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: August 1, 2022.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

3. Acceptance of Reports – July 2022: Clerk’s Office, Tax Collection, Justice Department, Planning and Zoning, and Department of Public Works.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

4. Authorization to Pay all Approved and Audited Claims in the amount of \$_____.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

5. Police Report.

Correspondence

1. Letter from Nora Gurvich, Executive Director of The Warwick Historical Society, thanking the Village Board for supporting the George Washington Day 5K and Fun Run.
2. Letter from Penny Steyer regarding the 'Discussions of Business & the Warwick Valley Farmers' Market'.

Privilege of the Floor

Please limit your comments to **three (3)** minutes. If reading a document, please submit a copy to the Clerk. Please note all remarks must be addressed to the Board as a body and not to individual Board members. Please state your name clearly before speaking. These rules are taken from the Handbook for Village Officials – New York State Conference of Mayors and Municipal Officials.

Motions

Trustee Cheney's Motions

1. **MOTION** to acknowledge receipt of the draft Village of Warwick Comprehensive Plan dated August 2022 and to authorize Fairweather Consulting to prepare the Environmental Assessment Form (EAF).

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____
Trustee McKnight ____ Mayor Newhard ____

2. **MOTION** to grant permission to DPW Supervisor, Mike Moser, to carry over 5 vacation days.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____
Trustee McKnight ____ Mayor Newhard ____

Trustee Foster's Motions

3. **MOTION** to approve the FY 2022-23 budget modification and transfer request as per the Village Treasurer's letter dated August 8, 2022.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

4. **MOTION** to grant permission to the Warwick Valley Central School District to hold a Homecoming Parade on Saturday, September 24, 2022, beginning at 11:30 a.m. as per their letter dated August 1, 2022. Proper insurance is on file. The Warwick Police Department will assist with the event.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

5. **MOTION** to grant permission to William and Andrea Roe to use the Over 35 field in Veterans Memorial Park for a family kickball game on Saturday, August 20, 2022, from 5:00 p.m. to 10:00 p.m., with a rain date of Sunday, August 21, 2022, including use of field lights. Use of bathrooms by the football field must be coordinated and approved by the Warwick Youth Football League. Parking is prohibited in the lot adjacent to the Over 35 Field due to the Fireman's Field Day event. Event is in coordination with Warwick Little League, Warwick Youth Football & Cheer, Highlander Rugby and the Warwick Fire Department. Completed park permit, proof of insurance, Memorial Park Football/Over 35 Light fee, and security deposit have been received.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

6. **MOTION** to grant permission to the Warwick Wildcats Baseball Program to use Cassin and Koch field in Veterans Memorial Park from August 16, 2022, through August 1, 2023, from 5:00 p.m. to 8:00 p.m., in coordination with Warwick Little League. Completed park permit, proof of insurance, and security deposit have been received.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

Trustee Bachman's Motions

7. **MOTION** to refund Victoria Smith of 30 Maple Avenue in the amount of \$100 for multi-family garage sale permit # 1640-22 issued on July 26, 2022, due to cancellation of the event scheduled for August 27, 2022 – August 28, 2022.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

Trustee McKnight's Motions

8. **MOTION** to rescind the motion made on August 1, 2022, appointing Wayne Greenblatt as Zoning Board of Appeals Member with a term of August 1, 2022 to April 5, 2027.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

9. **MOTION** to appoint Wayne Greenblatt as Zoning Board of Appeals Member with a term of August 1, 2022 to April 6, 2026 to fill the vacancy that occurred during the 5-year term of April 5, 2021 – April 6, 2026.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

Reports

Trustee Cheney's Report: Liaison to Public Works Operations, Engineering and Infrastructure Projects, Veterans, Code Enforcement / Building Department, Transportation & Mobility, Emergency Services. Alternate liaison to Economic Development.

Trustee Foster's Report: Liaison to Office of the Treasurer, Parks & Recreation, Economic Development & Tourism, Public Health, Warwick Valley Schools, Youth / WYDO / Warwick Valley Community Center, Warwick Valley Prevention Coalition. Alternate liaison to Planning & Zoning / AHDRB / OC Planning, Engineering & Infrastructure Projects, Veterans, Emergency Services.

Trustee Bachman's Report: Liaison to Office of the Clerk, Government Efficiency / Policy Development, Safety Committee, Historical Society, Public Interface and Outreach, Senior Citizens, Ethics, Environmental. Alternate liaison to Parks & Recreation.

Trustee McKnight's Report: Liaison to Planning & Zoning / AHDRB / OC Planning, Citizens Awareness Panel/Jones Chemical, Albert Wisner Library, Town of Warwick Police Department,

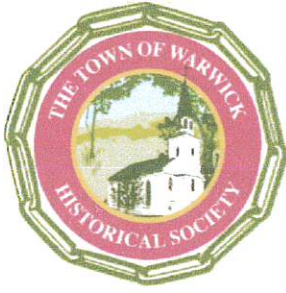
Technology Oversight / Cybersecurity, Shade Tree Commission. Alternate liaison to Public Works Operations, Code Enforcement / Building Department, Transportation & Mobility, Environmental.

Final Comments from the Floor

Final Comments from the Board

Executive Session, if applicable

Adjournment



The Historical Society of the Town of Warwick

2 Colonial Ave., PO Box 353, Warwick, NY 10990
845-986-3236~admin@whsny.org~www.whsny.org

RECEIVED

JUL 29 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

July 27, 2022

Mayor Michael Newhard and Village of Warwick Trustees
Village of Warwick
77 Main Street
P.O. Box 369
Warwick, NY 10990

RE: George Washington Day 5K

Dear Mayor Newhard and the Village Trustees,

It is with much appreciation that I am writing to tell you of the success of the Warwick Historical Society's 2nd Annual George Washington Day 5K and Fun Run that was held on Saturday, July 23.

We had 177 registered runners, and another 10 sign-up the day of the fun run. The crowd braved the heat and humidity, and we had our own "George" and "Martha Washington" pose for photos and cheer on the participants as they crossed the finish line.

Veterans Memorial Park was a perfect location to start and finish the race. Thank you for permitting us to host our event at the park, the facilities and parking lots were well tended, clean and easily navigated.

Thank you for your support of this event. The Warwick Historical Society is proud to continue the tradition of the annual George Washington Day celebration for everyone in the Town of Warwick.

With gratitude,

Nora Gurvich
Executive Director

RECEIVED

AUG 03 2022

24 July, 2022

Village of Warwick
77 Main Street
P.O. Box 369
Warwick, NY 10990

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Attention: Hon. Michael Newhard, Mayor
Village Board of Trustees: Corey Bachman, Carly Foster, Thomas Knight, Barry Cheney

Dear Mayor Newhard and Trustees,

I have been following the recent discussions as reported in the local press about the Warwick Valley Farmers' Market and the business community. I have decided to add my perspective to the discussion about how the Farmers' Market impacts business.

I have a unique background and perspective to bring to this discussion, given my history of involvement in both the downtown bricks and mortar retail business community and as a former manager for 6 years of the Warwick Valley Farmers' Market.

I was proprietor of Penra Wines & Spirits at 36 Main Street where Forever Jewelers currently does business. That was between 1988 and 2007. During that time, I also held a parking permit in the "Chase Parking Lot" for all but 2 years as a merchant. At that time, those spaces could be rented for 7-day use. Frankly, I gave it up because the Village would not police the space and keep non permit holders out of permit holder spaces.

Between 2013 and 2018, I was privileged to be the Market Manager of the Warwick Valley Farmers' Market.

Things that Impact Main Street Merchants Doing Business

What I can tell you from my experience as a bricks and mortar retailer is that at times the local business community creates its own problems. Particularly where accessibility to bricks and mortar establishments is concerned

Business on Main Street is often and consistently impacted by Merchants Guild events, such as Sidewalk Sale. This event usually places vendor tents and merchandise in valuable parking spots in front of businesses, thereby shutting down those spots to consumers. It makes it very difficult for consumers to patronize local businesses on those weekends and can cost bricks and mortar retailers business.

Again, this is often to serve event vendors, not the merchants on Main Street or local groups such as the Garden Club., Humane Society, Doc Fry, or Backpack Snack Attack.

These events also keep businesses from receiving replenishment stock or new merchandise, restaurants from receiving deliveries, etc. The Village of Warwick business district has no alleyways, and almost no back entrances to its commercial buildings given how it developed along the creek during the 1800's.

The Village is well aware of this situation given the ongoing exploration and pursuit of a walking trail along the creek from Elm Street to Main Street.

Accessibility is, as we all realize, key to any business succeeding. At times we have all seen local merchants, realtors and service providers taking up valuable consumer parking places in front of their offices and stores, and adding insult to injury, feeding the meters for extended time. During the years that Raynor Realty had the old Raynor Store, Barbara White was noted for parking right in front of her office, effectively keeping potential clients and shoppers at the other stores on the block from using a prime spot or exploring a community to which they were contemplating moving.

One of the few businesses to have a second entryway is Peck's Wine & Spirits on Bank Street. During the prolonged closure of the Bank Street Bridge, it was truly essential to keeping Peck's viable. The other that immediately comes to mind is Bartinowski's building where the back entrance has now been rented and again converted to a café. Two other businesses who do enjoy the benefit of delivery entrances are Newhards and Akins which back onto a private parking lot off Spring Street.

The Suitability of the South Street Lot for the Farmers' Market

The South Street Lot has proven to be a good space for the Warwick Valley Farmers' Market. It provides a certain modicum of shade (which is becoming more important in these extremely hot days), a space between the street and the sidewalk with benches where pedestrians and patrons can rest. And, it has electricity which many of the vendors can use to keep their products refrigerated or to prepare food on site. Lest you ask, that electric service was upgraded to code by the Farmers' Market in 2014 and the market pays fees collected for its use directly to the Village, without consideration for CDG credits from solar energy. Access to electricity also allows the Market to host community members such as local musicians, scouts, school clubs, Playground of Dreams, veterans, etc. and provide another means of outreach back into the community that supports them.

There are 57 parking spaces in the South Street Lot. There no longer are handicapped parking spaces on Bank Street as there were prior to the upgrading of the Bank Street Bridge. There is one handicapped parking space facing South Street and the caboose. Bytheway, those handicapped spaces are in an area which does not drain well, leaving deep puddles and ice buildup in the winter.

In contrast, there are 78 spaces in the Chase parking lot, plus if you have observed on Sundays, a bit of creativity on the part of consumers to create 5 – 8 extra spaces while still leaving room for ATM access.

This is 30+ percent more parking in the Chase Lot. It is a huge boon to businesses, restaurants, Village music concert goers, churchgoers, tourists and, yes, the Market as well.

9 or 10 spaces are numbered and designated 24/7 tenant parking. These are spaces that people who live in apartments in the Village, particularly above retail establishments, can rent to park their cars. When first established, I remember the Village Board charging \$365/year for those spaces, and at least one Trustee reminding residents that this was a "real bargain." Where else could one park for \$1/day at that time?

The Chase lot is indeed a larger lot, but most of the time it is available to the community on a **first come/first served basis, and no time limits are enforced on Saturdays and Sundays. And often not during peak "tourist season."**

Kuiken Brothers has historically also graciously allowed consumers to park in the lot in front of their building on Sundays when they are not open.

Most of the Market vendors either have alternative parking available or park behind their stalls on Sundays rather than take up space in the Chase Lot. That leaves the Chase Lot available to tourists, shoppers, restaurant patrons, people attending church, etc. Where do you anticipate that those 31 people will park considering that the South Street Lot is much smaller??

The issue with moving the Farmers' Market to the South Street lot would include having to deal with apartment tenants needing or wanting to take their cars and leave, even during Market hours between 8:30 a.m. and 3:30 p.m. Restricting that use could be seen as violating the terms of their rental agreements. And, no, using only a portion for the market while allowing consumer parking in a portion of the lot would create a safety hazard.

The Market also polices up the South Street Lot every Sunday morning so that it passes muster for food service. The Village at no time had to clean up when someone would imbibe too much at a local bar, sleep it off in his/her car, and often vomit all over the adjacent spaces. Unfortunately, in 2018, I often had to. Perhaps those costs should be billed back to the bar owners who allowed their patrons to leave their business establishments under the influence?

The closure of the Bank Street Bridge had a very deleterious effect on Peck's for a prolonged period of time for nearly 2 years. However, as stated above, Peck's has two entrances. Remember, however, that the Warwick Valley Farmers' Market only operates 28 Sundays for 7 hours in any given year. Closing down Bank Street and the Bank Street Bridge on Sundays does not allow patrons to pull up in front of Peck's and shop. The two parking places on the creek side of Pecks are reserved for the owner and his tenant at Wansor Realty.

What ever happened to the idea of having a dedicated merchant parking lot? There has always been discussion of just that, and even a large grant from the State through the office of former state senator John Bonacic which I vaguely remember was never used. Rumor has it that Mr. Krahulik is planning on using his parking lot for subscription parking or to service local AirBnB's. That idea certainly has merit. He will still need a means of accessing the lot, as well as retaining the required parking spots to service his business as required by Village codes. He will also need a way of restricting access to non-permit holders. Has this idea been presented to the Village Planning Board for review? On Sundays, with Bank Street closed, how will those folks using the Krahulik lot access it?

Importance of the Market to the Village Business Community

The market has historically brought in 35,000 – 40,000 patrons each season. That is the equivalent of another small Applefest – but with the advantage of repeat and often local customers. This is something that needs to be remembered and kept top of mind to a village and business community that touts the virtue of one-off tourist trade. **Tourist business is nice supplemental income, but one cannot count on it to provide an ongoing stream of income. The Market attracts consumers who come back and then explore the other businesses around them.**

A Business Anchor

When the Village of Warwick lost its anchor in 2002, the Warwick Valley Farmers' Market provided a much-needed anchor to the business community, not to mention, a source of local, fresh foods, a boon to the local residents it serves. During my tenure as market manager, I could personally attest to each

and every vendor being a producer of the products offered (with exception for some complimentary products).

As an anchor business should, the Warwick Valley Farmers' Market made sure that the benefits were spread out to benefit the greater community. It provided a place to showcase local talent (musicians paid by the Market, art and art making events, for example), as well as community groups (Playground of Dreams, the school's robot clubs, boy scouts, girl scouts, Family First and the veterans groups). We sponsored book signings, as well, in support of our local writers, journalists, and photographers. We added EBT service, Fresh Connect coupons from the State and lobbied for Senior WIC coupons to expand access to fresh local food.

We found it helpful to add GPS links and a Google Map to the market's website and Facebook pages so that it would be easier to find. And a map of the market so that you could find your "favorite" vendors. These links help people from outside the immediate village to not only locate the Market, but to explore the greater community.

It is notable, as of today, that there is little to no signage directing people to the market as one approaches the intersections. There is a small black sign, placed by the Village, at Bank Street and Main. It says Farmers' Market with an arrow towards the parking lot. However, it doesn't say if that market is daily, or weekly, give hours or dates. It is aesthetically pleasing, but it doesn't provide even a minimum amount of information (compare it to the Rotary Club signs, for instance).

Notably, we also advertised – sometimes on Facebook, often in the local media, on WAMC, and on Channel I2 local weather. We were happy to sponsor profiles of our vendors to pique interest. That drew in people from Monroe, Chester, West Milford, and even some from parts of Bergen County. Those folks, while not always Warwick residents, patronized other businesses on Main Street, and enjoyed lunches at restaurants, etc.

As the Village Board and its committee move forward, I hope they bear in mind that the Village of Warwick about 20 years ago declared itself a farm friendly community and its sponsorship of the Warwick Valley Farmers' Market was expressly named as one way of supporting the farms and open space around it that defined it.

Penny Steyer
76 Pine Island Tpk
Warwick, NY 10990
845-986-0043

VILLAGE OF WARWICK COMPREHENSIVE PLAN



August, 2022

DRAFT

Contents

I. Introduction	1
The Planning Process	1
Community Outreach.....	2
II. Plan Vision & Goals	3
The Plan Vision: The Village as an Essential Gathering Place	3
The Approach to the Plan	4
Plan Goals: Quality of Place	5
Plan Goals: Commerce & Culture.....	6
Plan Goals: Connectivity.....	8
Plan Goals: Resilience & Sustainability	10
III. Recommended Actions & Implementation.....	12
Recommended Actions: Quality of Place.....	12
Recommended Actions: Commerce and Culture.....	15
Recommended Actions: Connectivity	19
Recommended Actions: Resilience & Sustainability.....	25
Implementation Schedule.....	27
IV. APPENDICES Background Studies, Analyses and Community Outreach	31

Village of Warwick Comprehensive Plan

“Village comprehensive plan” means the materials, written and/or graphic, including but not limited to maps, charts, studies, resolutions, reports and other descriptive material that identify the goals, objectives, principles, guidelines, policies, standards, devices and instruments for the immediate and long-range protection, enhancement, growth and development of the village.

New York Village Law, Sec. 7-722. Village Comprehensive Plan

I. Introduction

A Village comprehensive plan sets a direction for the future. This plan’s recommended goals and actions provide criteria to establish policies and set priorities for Village government. It replaces the Village’s previous comprehensive plan which was adopted in 2004.

But this plan, like its predecessor, goes beyond merely setting a direction for government policy. As declared in the 2004 Village Comprehensive Plan, the 2022 Comprehensive Plan “offers guidance to anyone interested in Warwick --- including residents, property owners, businesses, organizations, and prospective businesses or investors --- about our history, our current conditions, and what we prefer as our future.”

This document has four major sections. First, the introduction provides an overview of the plan’s purpose and the planning process. Second, the Plan Goals section provides an overall vision and approach and lays out the general policy goals for the Village. The Actions & Implementation section identifies the specific steps to be taken to accomplish the plan goals and puts forward a sequenced action plan to carry out these steps. The final section, Background Studies and Community Outreach documents the data analyses and community engagement processes involved in creating this plan.

The Planning Process

The Village of Warwick Comprehensive Plan Committee has been meeting regularly since January, 2021 to update the Village’s 2004 Plan. The members of the committee are:

Mayor Michael Newhard
Barry Cheney, Village Trustee and Comprehensive Plan Committee Chairman
Judy Battista, Resident at Large, Community, Cultural and Mental Health Advocate
Elizabeth Bourne, Resident at Large
Scot Brown, Zoning Board of Appeals
Rosemary Cooper, Albert Wisner Library
Jack Ellis, Warwick Valley Historical Society
Matthew Finn, Architectural and Historic Review Board
Carly A. Foster, Community2gether/Village Trustee
Corrine Iurato, Warwick Valley Chamber of Commerce
Robert M. Kennedy III, Resident at Large, Town Planning Board
Tom McKnight, Village of Warwick Planning Board/Village Trustee
Susan Metzger, Resident at Large

Village of Warwick Comprehensive Plan

Most committee meetings have been held via Zoom. Recordings of these sessions can be viewed at the [Village YouTube channel](#).

The consultant for the plan is Peter Fairweather of Fairweather Consulting, assisted by Alta Planning & Design, focusing on issues related to transportation, mobility and parks.

Community Outreach

The planning process has involved ongoing public outreach and community engagement involving meetings/focus groups, an on-line community survey and analysis of demographic and economic data about the Village.

MEETINGS/FOCUS GROUPS

The sessions held for the plan have included:

- Zoom Session on Transportation/Parking, Alta (via Zoom), June 17, 2021
- Posters Displayed in the Wisner Library for public comment, July 9 to August 31, 2021.
- Posters Displayed at the Village Sidewalk Sale for public comment, July 10-11, 2021
- Presentation & Discussion at the Chamber Mixer, July 12, 2021
- Presentation & Discussion at the Historical Society, August 10, 2021
- Focus Group for Downtown Merchants, August 10, 2021
- Presentation & Discussion with POWER via Zoom, August 12, 2021
- Posters Displayed at the Farmers Market for public comment, August 15, 2021
- Focus Group for Civic Groups (Rotary, Lions, Knights of Columbus, POWER, August 19, 2021
- Focus Group for Artists, September 15, 2021
- Focus Group for Hispanic Community, October 13, 2021

A summary of these outreach efforts can be downloaded as a PDF in the appendices or by clicking [here](#). The results of the focus group conducted by Alta Design can be viewed in the appendices or downloaded as a PDF [here](#).

ON-LINE COMMUNITY SURVEY

In addition, a community survey was conducted on line via Survey Monkey. You can view the summary in the appendices or download the results as a PDF [here](#).

DATA ANALYSIS

The planning process also included an analysis of demographic and economic data related to the Village. You can read the analysis in the appendices or download a summary of that analysis as a PDF [here](#).

II. Plan Vision & Goals

The Plan Vision articulates the outcome desired upon the full implementation of the Plan. The Plan Approach describes the overall means by which the plan will be implemented. The goals provide areas of special focus for the Village in its work to realize the Plan Vision.

The Plan Vision: The Village as an Essential Gathering Place

THE VILLAGE OF WARWICK PLAYS A UNIQUE ROLE AS A LOCATION WHERE PEOPLE GATHER FACE-TO-FACE TO PARTICIPATE IN AND CELEBRATE COMMERCE, CULTURE AND COMMUNITY LIFE.



This plan is intended to strengthen the Village as a 21st Century gathering place by fostering attractive, walkable human-scale development that provides:

- A sense of place. . .and a sense of history
- Abundant and diverse economic opportunities
- An inclusive community of economic, ethnic and social diversity
- Strong residential neighborhoods
- Celebrations of Arts, Culture and Civic Life
- Sustainability and resilience in the face of climate change
- Physical infrastructure to support and sustain Village life in an effective and affordable manner

Village of Warwick Comprehensive Plan

For the purposes of this plan, the Village's primary role is to serve as a gathering place for face-to-face interactions involving residents, business people, tourists and visitors. Its economic, social and cultural health all depend upon the Village continuing to fill that role effectively and efficiently.

The Approach to the Plan

This plan has been created at a time when the Village has little developable vacant land within its boundaries. In the map to the right, developable vacant parcels are colored yellow.

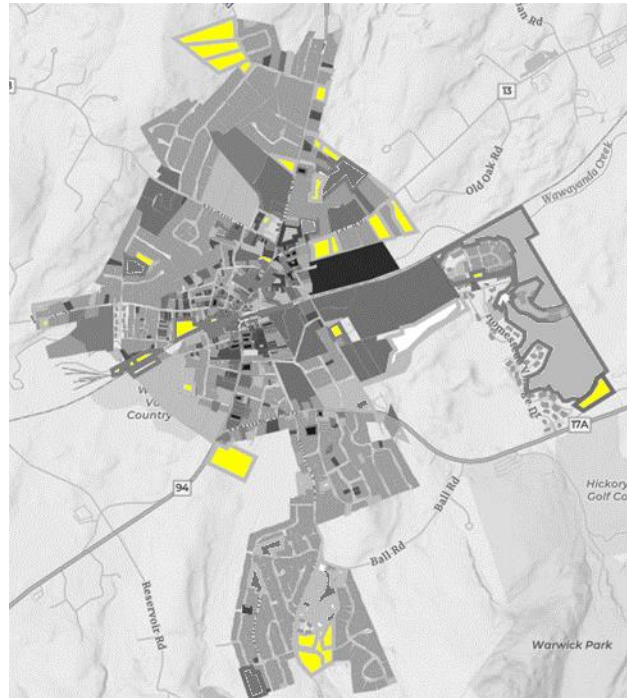
Consequently, the plan focuses on preserving and strengthening its existing assets as well as cultivating new sources of strength to enhance quality of life in the Village. In this context, in order for the Village to continue its role as a gathering place, it must address four elements of community life:

QUALITY OF PLACE as found in the quality of the built environment, housing and neighborhoods, parks and recreation as well as the culture of governance in the Village

COMMERCE AND CULTURE that support and bring meaning to daily life

CONNECTIVITY among residents, businesses, civic groups, partner municipalities and others as provided by transportation systems (including parking) and digital infrastructure

ENVIRONMENTAL SUSTAINABILITY & RESILIENCE that keeps the Village safe and affordable in the face of climate change

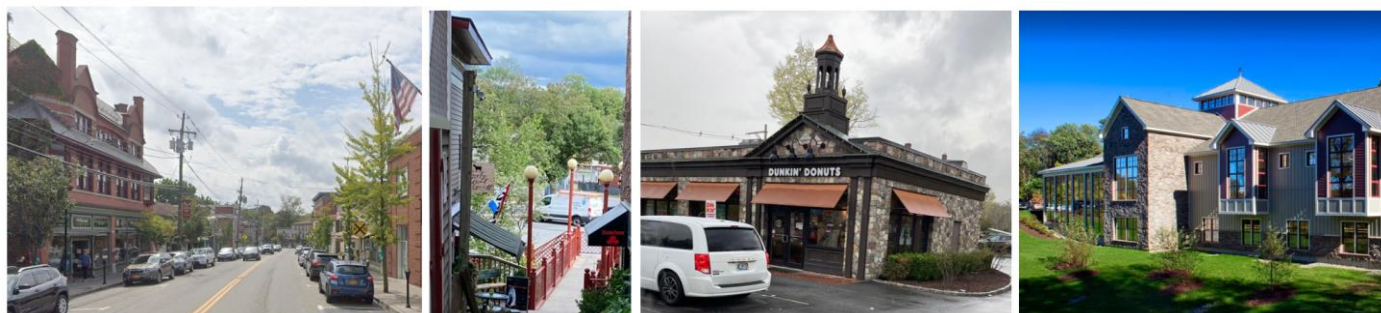


THE YELLOW PARCELS ARE VACANT LAND WITHIN THE VILLAGE THAT IS ABLE TO BE DEVELOPED.

Plan Goals: Quality of Place

GOAL Q1: SAFEGUARD THE QUALITY OF RESIDENTIAL EXPERIENCE AND QUALITY OF LIFE IN THE VILLAGE.

Attractive design distinguishes the Village.



GOAL Q2: IMPROVE AFFORDABILITY OF HOUSING IN THE VILLAGE WHILE MAINTAINING THE QUALITY OF PLACE.

The Village plays a unique role in meeting local housing needs given the diversity of housing types it offers compared to the other two villages and the Town.



Village of Warwick Comprehensive Plan

GOAL Q3: CONTINUE TO INSTILL AND ENCOURAGE DIALOGUE IN THE COMMUNITY.

Village government has a distinctive culture that contributes to Warwick's quality of place. The culture is built on collaboration, inclusivity and a commitment to civic engagement. It also emphasizes maintaining a well-designed built environment in the Village and fostering entrepreneurial activity to meet local needs. The government plays an important role as convenor of the Village's civil society to foster dialogue throughout the community.



Plan Goals: Commerce & Culture

GOAL C&C1: ENCOURAGE REDEVELOPMENT OF VACANT AND UNDER-UTILIZED PARCELS IN THE VILLAGE.

In a built-out Village, new growth can be accommodated in vacant and under-used areas, the Forester Avenue corridor and the Light Industry district along the railroad right of way.



GOAL C&C2: PROMOTE A BALANCE BETWEEN DIVERSIFIED RETAIL AND RESTAURANTS IN THE VILLAGE

A strong downtown requires a mix of retail, hospitality and residential uses.



Village of Warwick Comprehensive Plan

GOAL C&C 3: ACCOMMODATE NEW FORMS OF ECONOMIC ACTIVITIES OR ECONOMIC ACTORS THAT RE-USE EXISTING STRUCTURES.

It is important that the Village maintain a “churn” of new establishments and new types of entrepreneurs by expanding participation in the Village economy to businesses and/or individuals currently under-represented.



GOAL C&C4: CONTINUE TO PROMOTE VILLAGE AS CENTER OF ECONOMIC, CULTURAL AND SOCIAL ACTIVITY.



The village's primary role is to serve as a gathering place for face-to-face interactions involving residents, business people, tourists and visitors. Its economic, social and cultural health all depend upon the Village continuing to fill that role effectively and efficiently.

GOAL C&C5: SUPPORT EFFECTIVE AND EXPEDITIOUS REVIEW OF PROJECTS IN VILLAGE.

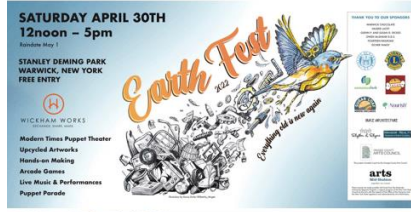
In a high-cost location like the Village, prompt decisions and community buy-in on applications keep costs down and help to attract more sophisticated developers.



Village of Warwick Comprehensive Plan

GOAL C&C6: ENCOURAGE ARTISTS TO LIVE AND PRACTICE IN THE VILLAGE.

GOAL C&C7: FOSTER CONNECTIONS BETWEEN ARTISTS AND THEIR AUDIENCES TO PROMOTE TOURISM AND ENHANCE QUALITY OF LIFE IN THE VILLAGE



Not only do culture and arts attract visitors to the community, they are an important part of what Village residents do with their time.

Plan Goals: Connectivity

GOAL C 1: IMPROVE THE VILLAGE'S CAPACITY TO ACCOMMODATE PARKING DEMAND.

It is recommended that before the Village moves forward with any major parking improvement project or investment, a complete study of the existing parking situation and the anticipated trends is conducted.

★ Public & Private Parking Lots near the Village Core.



Village of Warwick Comprehensive Plan

GOAL C2: ADOPT STREETSCAPE IMPROVEMENT STRATEGIES TO BETTER ACCOMMODATE PEDESTRIAN AND BICYCLE TRAFFIC IN THE VILLAGE.



A well-connected community will emphasize opportunities for walking and cycling for all residents and visitors as well as a well-maintained road network.

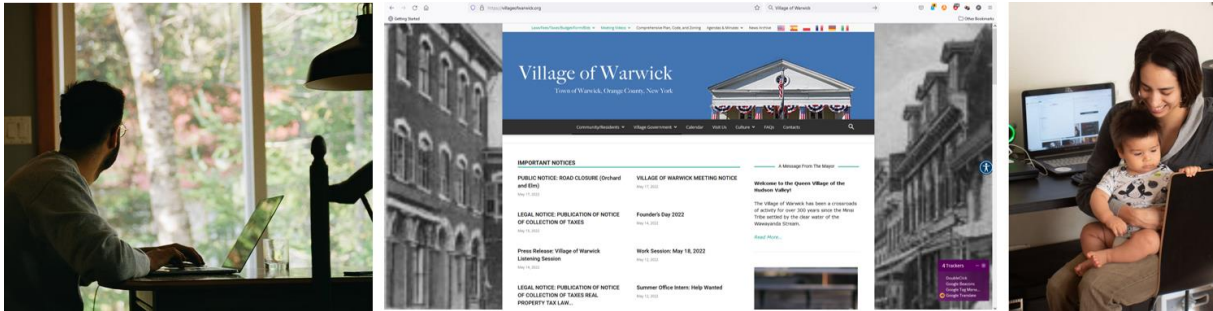
GOAL C3: FOCUS NEW INVESTMENTS IN PARKS AND RECREATION ON IMPROVING FLEXIBLE OUTDOOR RECREATION SPACES, ACTIVE TRANSPORTATION CORRIDORS, AND TRAILS.



The current and projected trends in the use of public outdoor spaces indicate that the priority should be on flexible, unprogrammed outdoor recreation space, along with trails for a variety of uses.

Village of Warwick Comprehensive Plan

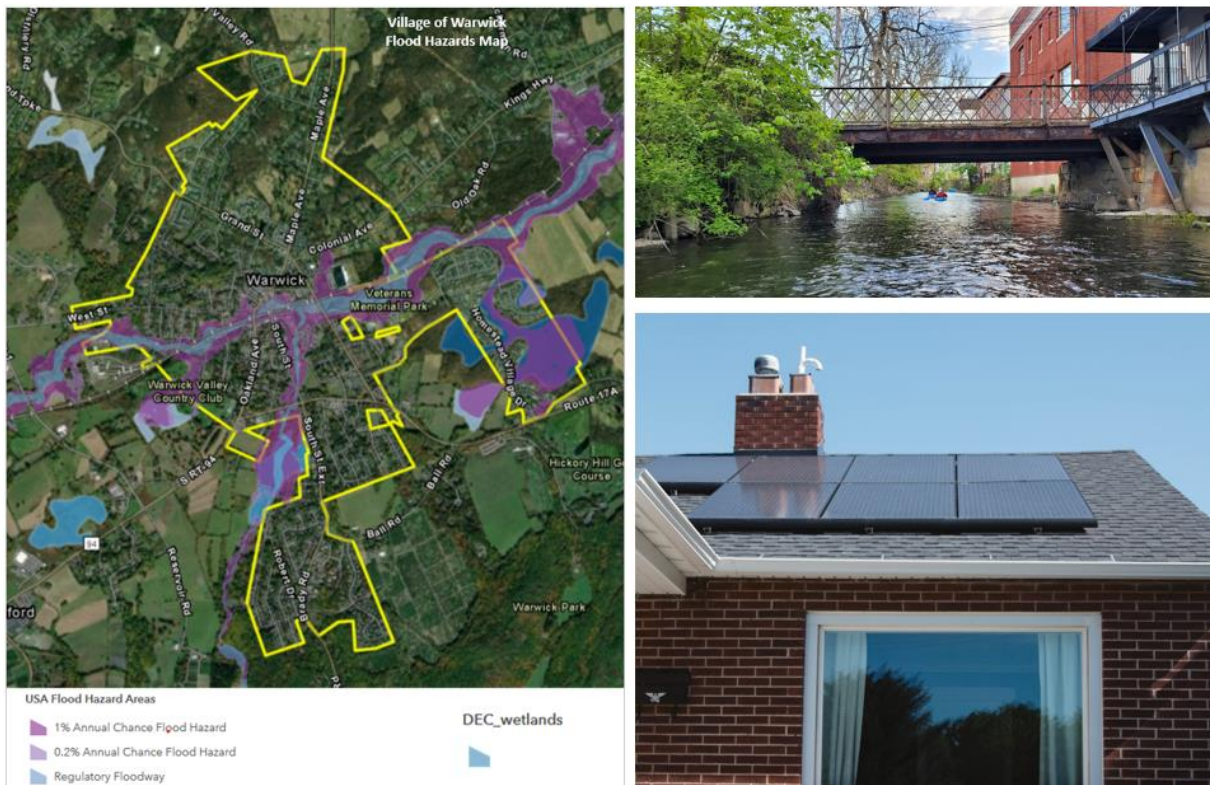
GOAL C4: ENSURE THAT AFFORDABLE BROADBAND INTERNET IS AVAILABLE THROUGHOUT THE VILLAGE.



Connectivity also extends to the digital realm, ensuring all residents and businesses have high speed access to the Internet.

Plan Goals: Resilience & Sustainability

GOAL R1: IMPROVE ENVIRONMENTAL SUSTAINABILITY AND RESILIENCE THROUGHOUT THE VILLAGE OF WARWICK.



Environmental sustainability and resilience have become essential for the continued prosperity and quality of life in the Village of Warwick.

Village of Warwick Comprehensive Plan

GOAL R2: ENSURE THAT VILLAGE SEWER AND WATER INFRASTRUCTURE CAN ACCOMMODATE FUTURE DEMAND WITHOUT DIMINISHING THE QUALITY OF SERVICE PROVIDED TO RESIDENTS AND BUSINESSES.



III. Recommended Actions & Implementation

The essence of this Comprehensive Plan is its recommended actions, each created specifically to enable the Village to accomplish the various goals of the Plan. The recommended actions are listed under their corresponding goals.

Recommended Actions: Quality of Place

GOAL Q1: SAFEGUARD THE QUALITY OF RESIDENTIAL EXPERIENCE IN THE VILLAGE

RECOMMENDED ACTION: *Create a more comprehensive and simplified system of design standards/guidelines to manage the Village's sense of place.* The quality of a place can be largely maintained or improved by managing a limited number of factors: noise, light, greenspace, transportation access and the built form. The Village has a tradition of managing these factors effectively. However, the formal mechanisms for doing so are located in a wide variety of places in current zoning, which may make it difficult for applicants and planners to understand which tools are available and how and when they may be applied. One way to improve this situation would be to create a stand-alone section of the zoning law that addresses Village design standards. This could include using the design standards from the Traditional Neighborhood Design Overlay District as design guidelines to ensure new development in the Residential and Commercial zones is in character with the existing built environment in terms of scale, materials, etc., while maintaining a diversity of price points in Village housing. The TND design standards are a powerful tool for maintaining the residential character of neighborhoods. These standards could also be used as voluntary guideline, rather than mandatory standards for other parts of the Village.

RECOMMENDED ACTION: *Strengthen provisions that buffer residential areas from commercial intrusions.* Design standards in the Village's current zoning states that "residential uses proposed adjacent to a residential district or residential uses shall be reviewed with regard to the impact of the development on such district or use. The Planning Board shall encourage the use of a combination of landscaping, buffers, berms, screens, visual interruptions, and common building materials to create attractive transitions between buildings of different architectural styles and uses."¹ While such a flexible approach has its merits, the Village may wish to provide greater specificity to the buffers required for commercial properties abutting residential districts, establishing specific yard setbacks and or landscaping requirements in such circumstances.

RECOMMENDED ACTION: *Regularly monitor the occupancy rates of the Village's subsidized senior housing and ensure that its zoning is appropriate to foster the continued occupancy and vitality of these units.*

RECOMMENDED ACTION: *Work with the Town to designate key parcels of open space to be incorporated into a greenbelt around the Village.* The two municipalities can both benefit by jointly

¹ Village of Warwick Zoning Law, February 17, 2009, 145-91 Objectives and Design Standards, I-2, page 146,

Village of Warwick Comprehensive Plan

identifying parcels to be included in a greenbelt that could provide scenic vistas, add recreational opportunities and/or preserve the working landscape.

RECOMMENDED ACTION: Incorporate considerations of public health in making decisions regarding development policies and projects in the Village. The configuration of the built environment of the Village can be a major asset in promoting healthy lifestyles for Village residents and visitors. To the greatest extent possible, considerations of such factors as walkability, accessibility to opportunities for exercise and other contributors to public health should be included in the Village's approach to development.

GOAL Q2: IMPROVE AFFORDABILITY OF HOUSING IN THE VILLAGE WHILE MAINTAINING THE QUALITY OF PLACE.

RECOMMENDED ACTION: Adopt policies to encourage "missing middle" housing, particularly for lands annexed into the Village. "Missing Middle Housing (MMH) are multi-unit, house-scale buildings intended to be part of low-rise residential neighborhoods. . . . [There] are numerous examples across the U.S. where, for example, a house-scale fourplex fits in nicely with single-family detached houses . . . [because] it's the same size and footprint as a typical single-family home."² One way to achieve the "missing middle" is by adopting form-based zoning that regulates the form and appearance of housing, but provides greater flexibility in terms of density. This can reduce construction costs and help make housing more affordable, while ensuring it is consistent with community character. While adopting such an approach throughout the residential zones may make development more complex, it would allow for greater variety of housing types while reinforcing the character of the Village's built environment. A description of this approach is included in the plan appendices. This approach should also consider the potential to use annexation to create small farms (AKA farmettes) in the Village as an option for housing, as well as encouraging co-housing developments that include shared garden spaces for residents.

RECOMMENDED ACTION: Review Village Zoning to ensure it can accommodate new forms of home-based businesses and remote work opportunities. The Covid-19 pandemic dramatically increased opportunities for remote work and home-based businesses. The trend has been strengthened by the continuing evolution of digital technologies to promote remote working and gig-based employment. The Village's current provisions for such activities should be reviewed to ensure they maximize the opportunities for residents while ensuring they do not negatively impact the quality of the residential experience.

RECOMMENDED ACTION: Regulate short-term rentals in the Village. The Village's regulatory efforts should seek to balance the financial benefits that short-term rental platforms such as Air BnB can provide homeowners who rent rooms in their residence against the potential for such rentals to degrade the quality of residential life in the Village and/or limit the availability of housing for purchase and/or long-term occupancy.

RECOMMENDED ACTION: Continue to minimize the tax burden on residential properties to improve the affordability of housing in the Village. The Village should continue to seek way to reduce taxes through

² <https://missingmiddlehousing.com/about/how-to-enable>

Village of Warwick Comprehensive Plan

any economies available through intermunicipal shared services, special funding opportunities, development of tax ratables and other efforts.

RECOMMENDED ACTION: Complete the Certified Local Government Program for the Village. The State Historic Preservation Office (SHPO) administers this program which, according to its website enables qualified local governments to have access to

- Ongoing, focused support from your SHPO;
- Technical preservation assistance and legal advice;
- Direct involvement in SHPO programs, such as identifying properties that may be eligible for listing in the State and National Registers of Historic Places;
- Training opportunities that increase the ability of communities to protect their historic resources and integrate them into short- and long-term planning initiatives;
- Grants designated exclusively for CLG projects; and
- Membership in statewide and national CLG networks.³

Participation in this process would position the Village to pass a local landmarks preservation law enhancing the Village's ability to protect local landmarks of historic or architectural significance.

GOAL Q3: CONTINUE TO INSTILL AND ENCOURAGE DIALOGUE IN THE COMMUNITY.

RECOMMENDED ACTION: Establish regular joint meetings involving the Village Board, the Architectural Review Board, the Planning Board and Zoning Board of Appeals. These should occur at least two times per year to establish regular dialogue on key issues and projects facing the Village. For major projects it may be desirable to create a task force of the various boards so that the review for the project can take place in a coordinated fashion.

RECOMMENDED ACTION: Village will serve as the regular convener of an annual meeting of community civic groups to coordinate setting an annual calendar for the use of shared Village resources. This meeting should also include arts organizations and recreation leagues.

RECOMMENDED ACTION: The village should develop a mechanism to foster regular outreach to underrepresented communities in the Village. This is intended to enable Village government to maintain awareness of what perspectives are under-represented and issues facing those communities. At the time of this plan's development, such communities include, among others, members of the BiPoC (Black, Indigenous, and People of Color) community (which includes, among others, Black, Latinos, Asian-Americans) and LGBTQ (which includes, among others, Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, and Asexual.) and, in turn, to make members of those groups aware of opportunities to serve on Village committees and boards. The mechanism used could be a committee or other approach to best reflect the diversity of Warwick's under-represented communities. Such an approach could include:

³ <https://parks.ny.gov/shpo/certified-local-governments/>

Village of Warwick Comprehensive Plan

- Creating a social justice initiative that is ongoing and committed to a new way of representing and doing business to overcome racism and design a community where Equity is available for everyone.
- Developing a policy for public engagement for Warwick that not only acknowledges issues, social outrage, but develops guiding principles with strategies for inclusivity, and offer solutions.
- Developing subcommittees that work in a welcoming atmosphere to increase accessibility to opportunity as well as a strategy to evaluate Process.
- Developing, supporting, and appointing liaison(s) within a representative group or business to have voices heard that are not normally heard, or included in the process.

Recommended Actions: Commerce and Culture

GOAL C&C 1: ENCOURAGE REDEVELOPMENT OF VACANT AND UNDER-UTILIZED PARCELS IN THE VILLAGE.

RECOMMENDED ACTION: Evaluate adding upper floor apartments as a use in Light Industry district.

Under new economic conditions, the uses attracted to the Light Industry district are most likely to be services and retail. Increasingly, these uses are developed as part of mixed-use developments, with the primary use on the first floor and residential or office uses on the upper floors and this should be encouraged. In the aftermath of the COVID pandemic, the demand for office space may remain limited as remote work practices are more widely adopted. Consequently, in order to facilitate mixed-use development in the Light Industry district, it may be helpful to add 2nd and 3rd floor residential uses to that district. Adding second floor residential uses to the district may also provide additional opportunities to create new options for housing in the Village.

RECOMMENDED ACTION: Encourage redevelopment of vacant second floors in commercial properties.

The Village should explore options from incentives using such tools as tax credits to taxes on vacant undeveloped commercial properties to spur their development.

RECOMMENDED ACTION: As part of a comprehensive parking study, identify underused parking lots that could be developed for commercial and/or mixed uses. Observations suggest that the parking lots for such businesses as Webster Bank, Chase Bank are currently underused. The Kuiken lot may also have potential for at least partial redevelopment. The Transportation section of the plan recommends a detailed parking study for the Village. Part of this study could determine if currently under-used private parking lots are needed to accommodate parking demand or if they are in fact available for redevelopment.

RECOMMENDED ACTION: Develop local policies for boutique lodging. As the hospitality industry is evolving, new types of lodging are being developed, ranging from boutique hotels to glamping establishments. Consequently, the Village policy should seek to accommodate such development while shaping it in a manner that preserves or enhances property values and maintain the unique character of the Village.

For example, the Village could create a Boutique Lodging Floating Zone to assist in the siting of such facilities in the Village. Similar to the Village's Planned Adult Community Floating Zone, a Boutique Lodging Floating Zone would permit the Village to evaluate the need and demand for boutique lodging,

Village of Warwick Comprehensive Plan

address specific aspects of the proposed lodging, relate the type, design and layout of it to a particular site and control the impacts that such a development may have on the surrounding community. To avoid impacting residential areas, the floating zone could be limited to the Light Industry and Central Business zones.

In any case, the approach adopted by the Village should encourage innovative developments that enable the Village to capture the economic benefits of tourism in a manner consistent with the existing character of the Village's built environment.

GOAL C&C2: PROMOTE A BALANCE BETWEEN DIVERSIFIED RETAIL AND RESTAURANTS IN THE VILLAGE TO MEET BASIC NEEDS OF RESIDENTS.

RECOMMENDED ACTION: *Ensure start-up retailers have access to smaller footprint spaces.* This can include:

- smaller storefronts on secondary and tertiary streets in commercial zones
- creation of a new multi-use facility that could include an indoor market space with small stalls for retailers as well as pop-ups. This could be encouraged by the Village pre-approving a location for such a use through a Generic Environmental Impact Statement or similar means.

RECOMMENDED ACTION: *Accommodate innovative mixes of retail, dining and other uses.* In order to compete with on-line shopping, retail establishments have begun to combine their establishments with other uses, such as dining, drinking and entertainment. In order to maintain a strong retail sector, the Village should encourage such innovative mixing of uses with retail, particularly if such mixes allow the presence of retail operations providing groceries and other daily staples to Village shoppers.

GOAL C&C3: ACCOMMODATE NEW FORMS OF ECONOMIC ACTIVITIES OR ECONOMIC ACTORS THAT RE-USE EXISTING STRUCTURES.

RECOMMENDED ACTION: *Encourage/incentivize merchant ownership of buildings.* In the focus group held for merchants for this plan, it was pointed out that merchants are much more likely to succeed and remain in the Village if they are able to own their own building. The Village should seek to create incentives for merchants to own their own buildings in the downtown through such policies as:

- A partial exemption of property taxes for 10 years or less under Section 485-b of the New York State Real Property Tax Law for properties experiencing improvements of \$10,000 or more.
- Establish a revolving loan fund for such purpose. This can be created by the Village in partnerships with commercial lenders and government agencies. Public sources for capitalizing a revolving loan fund include the United States Department of Agriculture (via the Rural Economic and Community Development Administration), Housing and Urban Development (via Community Development Block Grants), and the Department of Commerce (via the Economic Development Administration).
- Other appropriate incentives can be created by using such sources as historic preservation tax credits, a SBA 504 loan for the purchase or construction of existing buildings or land, new facilities

Village of Warwick Comprehensive Plan

or long-term machinery and equipment (<https://www.sba.gov/funding-programs/loans/504-loans>)

RECOMMENDED ACTION: Encourage initiatives that broaden participation in the Village economy.

During the focus group for Latino communities in the Village, it was pointed out that there are entrepreneurs and small business people in those communities who need various forms of assistance ranging from translation of legal documents to basic business assistance to small business financing. The Village should ensure that, to the greatest extent possible, those looking to operate businesses in the Village have ready access to such services. In addition, the Village should encourage the Chamber of Commerce to hold sessions for Village merchants and commercial property owners on various types of technical and financial assistance available to them.

RECOMMENDED ACTION: Ensure that home offices for remote workers and home-based businesses are adequately accommodated in Village zoning. The COVID pandemic has seen a rise in remote work and working at home, particularly as people relocate to smaller towns such as Warwick. This trend is likely to continue. The Village should review its current provisions for home offices to ensure that these new trends can be accommodated with minimal disruption of residential areas.

GOAL C&C4: CONTINUE TO PROMOTE VILLAGE AS CENTER OF ECONOMIC, CULTURAL AND SOCIAL ACTIVITY.

RECOMMENDED ACTION: Promote better use of outdoor spaces and rights of way for dining, the arts and other social, cultural activities. The Village's response to the Covid involved creative ways to encourage retail, hospitality and arts-related businesses through eased restrictions on the use of outdoors space and rights of way. Beyond the end of pandemic, the Village should continue use this approach to foster even greater economic activity in the Village by taking advantage of outdoor spaces including rooftop dining.

RECOMMENDED ACTION: Explore the possibility for a Visitors/Welcome Center. Tourism is central to the Village's economy. Creating a visitors/welcome center can improve the attractiveness of the Village for visitors by improving their experience and directing them to facilities such as parking, restrooms, etc. To assist with its staffing, facility could also house the Chamber of Commerce offices.

RECOMMENDED ACTION: Promote opportunities in the Village to connect artists with their audiences. This can include fostering the creation of cooperative gallery space, venues for performances, live-work spaces for artists and pop-up spaces for artists included in events ranging from the Farmers Market to community festivals. Partners in this effort can include the Library and Historic Society.

RECOMMENDED ACTION: Consider the creation of a Business Improvement District (BID). Improving resident and visitor experience of the Village is essential for its economic success. A BID is a special district within which commercial property owners enable the Village to impose an assessment on their properties with the resulting revenues dedicated to support such improvements as wayfinding signage, marketing campaigns, etc.

RECOMMENDED ACTION: Regularly review the Village annexation policy. The annexation policy helps build the village's residential base and provides tax revenues that can support enhancements for the

Village of Warwick Comprehensive Plan

downtown. It should be reviewed every few years to assure that its terms, conditions and associated revenues remain a viable means to achieve these ends.

RECOMMENDED ACTION: *Promote the creation of facilities for year-round programming to support cultural celebrations, local food systems, etc.* The Village, through zoning and other regulations and actions should encourage the creation of a facility (or redevelopment of an existing structure) that could serve as a “four season” site for a farmers’ market, makers’ market, cultural programming, etc. While a private facility would be the preferred solution, the Village may want to participate in appropriate public-private partnerships to foster the development of this type of structure.

GOAL C&C5: SUPPORT EFFECTIVE AND EXPEDITIOUS REVIEW OF PROJECTS IN VILLAGE.

RECOMMENDED ACTION: *The Planning Board, Architecture Review Board and others involved in project review will maintain clear public communications to set expectations as early as possible regarding projects coming before them* (e.g., is it an as-of-right-use according to the zoning, whether variances be required, criteria used to issue variances, special use permits, etc.). This will support focused and productive public engagement.

RECOMMENDED ACTION: *During the annual summit of boards, focus a portion of the agenda on a review of economic development goals and activities.* The annual summit, as described in the “Quality of Place” recommendations, will provide an opportunity for the boards involved in project review to ensure their work is both well-coordinated and is effectively addressing the economic development priorities in the Comprehensive plan.

GOAL C&C6: ENCOURAGE ARTISTS TO LIVE AND PRACTICE IN THE VILLAGE.

RECOMMENDED ACTION: *Encourage Opportunities for Live/work spaces for artists and artisans.* Approaches to be considered for this objective include including artist live/work spaces as a use in the commercial and light industry zones, creating a registry of practicing artists who would be allowed to have gallery space in their homes as long as their registration was current, and targeting financial incentives for artists to occupy and improve dwellings as live/work spaces.

RECOMMENDED ACTION: *Promote public art in the Village.* Many communities support local artists by finding ways to fund the creation of public art (e.g., statues, murals, etc.). Possible approaches include a “percent for public art” program in which a certain percent of the budget for capital improvement projects is set aside specifically for public art, or matching funding programs where the municipality devotes a certain amount to public art, provided it can be matched by private contributions. Other approaches involve setting aside a portion of tax revenues and/or fees (e.g., real estate transfer) to fund public art and/or dedicating public or private spaces (e.g., walls, courtyards, etc.) to host works of art.

RECOMMENDED ACTION: *Promote affordable indoor venues for concerts, exhibits and other arts-related events.* This can involve several approaches. Village zoning could be reviewed to see if there are opportunities for adding performance venues to permitted uses in existing zones, or creating an overlay

Village of Warwick Comprehensive Plan

zone in which those uses could be permitted. The Village could also use section 485-b of NYS real property tax law to establish reductions in property tax liability for purpose of commercial, business or industrial activity, in this case performance space.

GOAL C&C7: FOSTER CONNECTIONS BETWEEN ARTISTS AND THEIR AUDIENCES TO PROMOTE TOURISM AND ENHANCE QUALITY OF LIFE IN THE VILLAGE.

RECOMMENDED ACTION: *Continue to foster collaboration on annual/seasonal arts calendar.* Warwick has a number of organizations involved in arts related events, including Wickham Works, the Warwick Art League, Historical Society, etc. These groups should be encouraged to collaborate on an annual or seasonal arts calendar to improve coordination of the staging of these events and to encourage visitors and residents to attend these events.

RECOMMENDED ACTION: *Encourage regular arts events to build audience for the arts in the Village.* Many communities have built tourism traffic and arts audience through scheduled arts events such as arts walks, studio tours, etc. held on a regular basis (e.g., monthly) throughout the year. This could be accomplished through an annual arts calendar, leveraging existing events (e.g., the Farmers Market and Arts on the Green) to create a full program.

RECOMMENDED ACTION: *Encourage the use of pop-up performance/exhibit spaces.* During the Covid pandemic, the Village discovered the value of making better use of outdoor spaces to encourage dining and shopping. As these efforts continue, they should, to the greatest extent possible, formally incorporate arts exhibitions and performances as additional “pop up” uses.

Recommended Actions: Connectivity

GOAL C 1: IMPROVE THE VILLAGE’S CAPACITY TO ACCOMMODATE PARKING DEMAND.

RECOMMENDED ACTION: *Undertake a Comprehensive Parking Study.* It is recommended that before the Village moves forward with any major parking improvement project or investment, a complete study of the existing parking capacity and demand along with anticipated trends is conducted in order to make the best decision regarding this expense. This should include an analysis of existing parking demand during several peak times, an inventory of available parking, and an estimate of potential future demand, including potential demand from second story apartments in the downtown. In previous planning studies, parking garages have been a recommended solution. A complete dedicated detailed parking study is recommended for the Village prior to considering the construction of a garage and that any recommendation for a parking garage is made cautiously since recent trends and the future expectation is for decreased use of parking garages as more active transportation and shared mobility become viable options.

Village of Warwick Comprehensive Plan

RECOMMENDED ACTION:

Improve Wayfinding in the Village.

It has been noted that there are often empty parking spaces located in free public lots. This may be because visitors and even residents of Warwick are often unaware of these parking facilities. Improving the wayfinding within the Village to better orient people to parking

facilities, as well as other major destinations would be a significant benefit to improving the parking situation. As an example, the CVS lot is available for free public parking, but it is only marked by undersized, faded, low contrast signs.

Examples of Wayfinding Signage, Montpelier, VT



RECOMMENDED ACTION: *Undertake a transit study—in cooperation with the Town and County Transportation Planning Agency—to consider regularly scheduled shuttle service along with parking shuttles for visitors/events.* This study could identify potential new shuttle routes to alleviate the need for autos and parking in the Village and Town. As part of this effort, and in lieu of a large, permanent parking structure, a shared shuttle system could be implemented for busy weekends or events. This system could utilize an existing parking facility, or facilities, such as the Park and Ride at the Warwick County Park. A simple shuttle system could provide rides to the Village center or other event spaces. The Village may choose to impose a fee to use the shuttle by charging to park in the designated parking lot or they (the Village) can provide the service free of charge. Alternatively, they can charge an event permit fee or require the event holder to provide a shuttle if it is a private event not held by the Village.

RECOMMENDED ACTION: *Use Small surface lots to address parking shortfalls.* Based on public input/surveys, it appears that parking for residents is not adequate when there are large numbers of visitors for events or busy weekends. There are currently two designated parking lots where residents can pay an annual fee to park without restricted dates and times located at the Chase Bank Lot and First Street lot. Additional residential permit lots scattered throughout the residential neighborhoods could relieve some of this parking pressure, ensuring more parking for residents. Additionally, partnerships between private lot owners (such as churches) and the Village can be established for public use of specific lots during closed business hours. Allowing the public to use lots at specific times may help alleviate parking stress during hi-peak hours in the Village. It may be beneficial for the Village to purchase spaces in lots, such as the Chase Bank lot, to secure the spaces for long-term use.

GOAL C2: ADOPT STREETSCAPE IMPROVEMENT STRATEGIES TO BETTER ACCOMMODATE PEDESTRIAN AND BICYCLE TRAFFIC IN THE VILLAGE.

[Note: Many of the recommended actions below refer to the Connectivity Map found on page 22.]

RECOMMENDED ACTION: *Employ techniques to facilitate streetscape improvements* that incorporate traffic calming elements and bicycle and pedestrian use, such as:

Village of Warwick Comprehensive Plan

1. Mixed traffic facilities appropriate for roads with low volumes of traffic operating at low speeds
2. Visually separated facilities suited for roads with low volumes of traffic operating at speeds between 25-35 mph (in cooperation with the NYS Department of Transportation on state roads in the Village)
3. Physically separated facilities recommended along roads with higher volumes of traffic and posted speed limits.

See the appendix for the full recommendations from Alta Design on this topic.

RECOMMENDED ACTION: Adopt Additional Traffic Calming Elements to better integrate pedestrian and bicycle traffic in the Village. In addition to the streetscape improvements listed above, there are additional traffic calming elements that can be included when designing a safer road for multiple users.

- Midblock Crosswalks
- Pedestrian Safety Islands / Raised Medians
- Narrowing Traffic Lanes
- Speed Humps / Speed Tables
- Bulbs / Curb Bump Outs

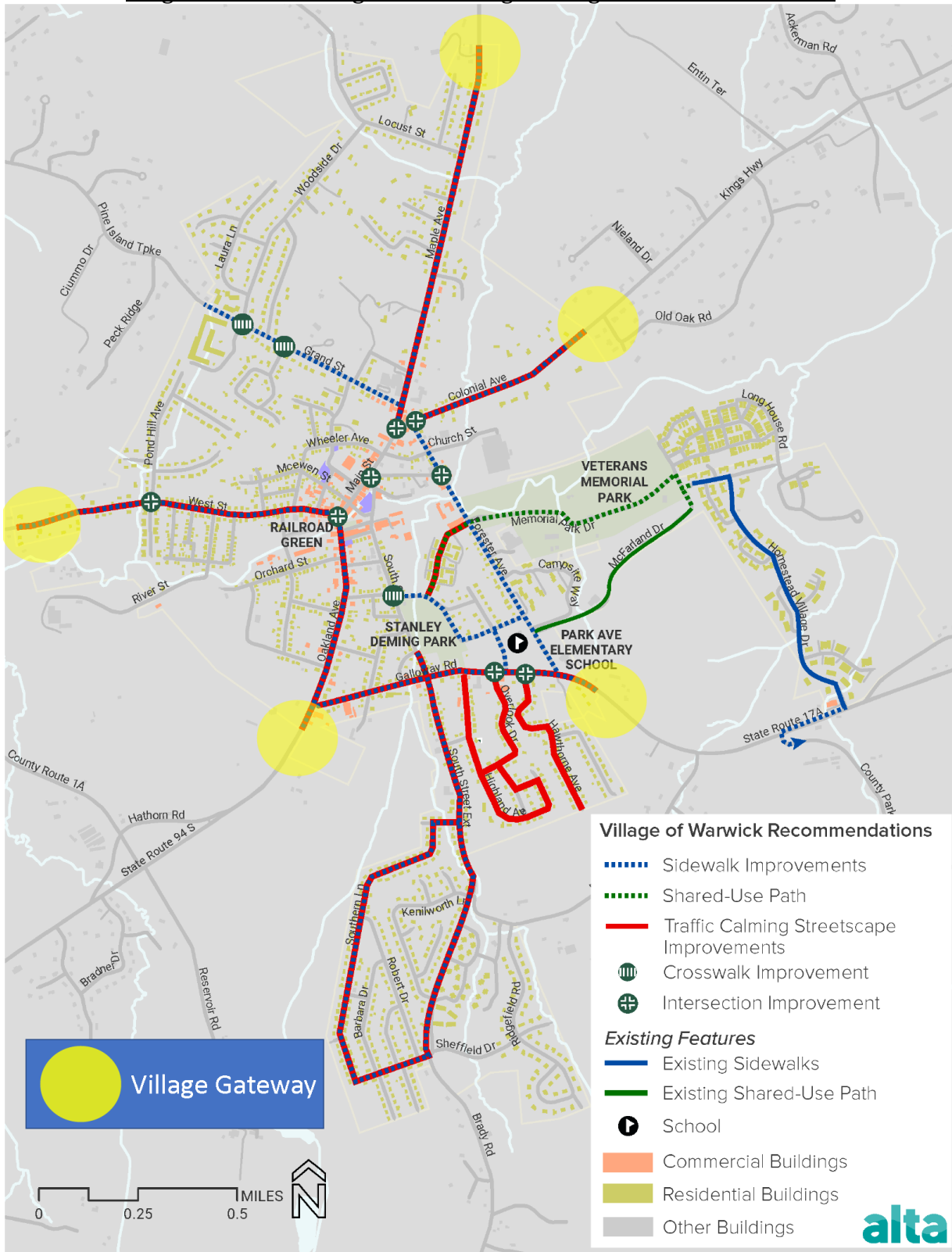
This could be an appropriate focus for the Gateways to the Village. See the appendix for the full recommendations from Alta Design on this topic.

RECOMMENDED ACTION: Improve corridors that currently allow drivers to easily access the Village from the surrounding area to improve traffic flow. At the end of the corridors near the boundary of the Village, there is a noticeable transition zone where the interface between the Village and the rural landscape meets. This is reflected in the street typology as the treatment changes from rural to urban. The rural road treatment consists of wide roads, with travel lanes ranging from 10-13 ft. with additional shoulder space, no sidewalks or curbs, no on-street parking, and faster speed limits.

See the appendix for the full recommendations from Alta Design regarding the specific corridors to be improved.

Village of Warwick Comprehensive Plan

CONNECTIVITY MAP: Diagram Summarizing Alta Planning & Design's Recommendations



Village of Warwick Comprehensive Plan

RECOMMENDED ACTION: Undertake Intersection Improvements Strategies. An intuitive and safe intersection is designed to address mobility and safety concerns for all modes of transportation while maintaining its functionality to assign right-of-way to conflicting movements. There are a number of best practices that can be used to create bicycle and pedestrian-friendly intersections. The design features include:

- Crosswalks
- Curb extensions
- Timed countdown signals
- Proper signage at intersection

See the appendix for the full recommendations from Alta Design on this topic.

Recommended Intersection Improvement Locations

There are a number of intersections within the Village of Warwick that could benefit from the improvements discussed above (see the Connectivity Map on page 22):

1. Colonial Avenue + Forester Avenue*

This non-signalized intersection is directly adjacent to the signalized Main Street and Colonial Avenue intersection, which leads to vehicular traffic backups. See the Alta memo for a full description of the “Forester Square” plan for this intersection.

2. Main Street + Colonial Avenue*

This signalized intersection is in the center of the downtown district and is designed with a small island in the center with the traffic light situated in the northern quadrant. It connects Colonial Avenue, Main Street, and Maple Avenue. It is adjacent to the non-signalized intersection at Colonial and Forester Avenue.

3. Main Street + South Street

This non-signalized intersection is the location where High Street, South Street, and Main Street meet. There are two crosswalks at this location; one crosswalk crosses Main Street and the other crosses South Street, west of where High Street approaches.

4. Forester Avenue + High Street

This non-signalized intersection is at the eastern end of High Street. There are no crosswalks or stop signs at this location due to High Street being a one-way street.

5. West Street + Pond Hill Avenue

This non-signalized intersection is located outside of the downtown area and has no crosswalks present. Vehicles traveling along West Street do not have to stop.

6. West Street + Oakland Avenue

This signalized intersection is one of the more complex locations in the Village of Warwick considering it connects West Street, Oakland Avenue, and Main Street. Main Street and Oakland Avenue are also sections of Route 94, which is a major thoroughfare through the Village. Approximately 100 feet north

Village of Warwick Comprehensive Plan

of the signal, there is another traffic light at the intersection where a set of railroad tracks crosses Oakland Avenue.

7. Overlook Drive + Galloway Road

This non-signalized intersection is directly adjacent to a bus stop along Galloway Road / NYS Route 17A. It is equipped with one crosswalk, that may be considered a mid-block crossing, and one stop sign on Overlook Drive. The intersection is a site for a proposed Safe Routes to School program considering its proximity to Park Avenue Elementary School.

8. Hawthorn Avenue + Galloway Road

This non-signalized intersection is nearly identical to the intersection at Overlook Drive and Galloway Road, however, it lacks a crosswalk and a bus station. This intersection is a site for a proposed Safe Routes to School program considering its proximity to Park Avenue Elementary School.

Intersection improvements may include neighborhood roundabouts. These facilities are recommended at intersections that are designed to benefit from roundabouts and will need to be discussed in detail before implementation. Intersections operating at low vehicle speeds and low volume are best suited for a roundabout intersection facility.

GOAL C3: FOCUS NEW INVESTMENTS IN PARKS AND RECREATION ON IMPROVING FLEXIBLE OUTDOOR RECREATION SPACES, ACTIVE TRANSPORTATION CORRIDORS, AND TRAILS.

RECOMMENDED ACTION: *Integrate new bicycle and pedestrian facilities throughout the existing park infrastructure with the active transportation network outside of the parks.*

RECOMMENDED ACTION: *Transform the Wawayanda Creek into a linear park and active transportation route, as proposed in the Village's 2012 Strategic Plan for the Wawayanda Creek.*

RECOMMENDED ACTION: *Link Stanley Deming Park and Veterans Memorial Park with a safe, active transportation route that includes adequate sidewalks and wayfinding signage.*

RECOMMENDED ACTION: *Link Veterans Memorial Park with Warwick County Park by utilizing the sidewalks along Homestead Village Drive, considering the development of Homestead Village Drive as a "bicycle boulevard" and adding wayfinding signage.*

RECOMMENDED ACTION: *Create a path within the wide right of way of Park Lane, transforming it into a pedestrian friendly slow street, bicycle boulevard or green street.*

RECOMMENDED ACTION: *Study the feasibility of creating a "green belt trail" to connect important parks, public institutions and commercial areas with an active transportation network.*

Village of Warwick Comprehensive Plan

GOAL C4: ENCOURAGE AFFORDABLE BROADBAND INTERNET THROUGHOUT THE VILLAGE

RECOMMENDED ACTION: *Create a digital strategy for the Village that assesses the extent and location of high-speed Internet throughout the Village and recommends steps to address any gaps in service.*

This could include such measures as creation of a Village-wide high-speed WiFi network in cooperation with the local private sector including Internet Service Providers and technology companies, ensuring regulations are in place so 5-G technology can be employed in a visually unintrusive manner, and other appropriate options.

Recommended Actions: Resilience & Sustainability

GOAL R1: IMPROVE ENVIRONMENTAL SUSTAINABILITY AND RESILIENCE THROUGHOUT THE VILLAGE OF WARWICK.

RECOMMENDED ACTION: *Conduct a Climate Vulnerability Assessment.* According the Climate Smart Communities (CSC) website, the CSC program “recommends that local governments complete a vulnerability assessment as one of the first and most foundational steps in developing an effective strategy for adapting to climate change at the local level. Developing a vulnerability assessment involves identifying, analyzing and prioritizing the effects of climate hazards and risks, like flooding, heat stress or short-term drought. . . Local governments may elect to undertake this action as a standalone project, or as part of a larger effort, such as a PE7 Action: Climate Adaptation Plan, PE6 Action: Comprehensive Plan with Sustainability Elements, PE7 Action: Hazard Mitigation Plan, PE7 Action: Watershed Assessment, local waterfront revitalization plan, or others. Hazard Mitigation Plans should help identify relevant community climate hazards.

RECOMMENDED ACTION: *Implement policies to reduce reliance upon fossil fuels by:*

Encouraging the increased use of geothermal heating in new construction and building rehabilitations through the creation of zoning and subdivision regulations that promote and/or create incentives for both the installation of geothermal systems serving individual buildings as well as the creation of geothermal heating districts serving multiple structures operating by a utility and/or special district.

Promoting the use of solar energy by encouraging new construction to be sited to maximize the electric power generation potential of on-site solar panels.

Improving the availability of options for mobility that do not rely as heavily on fossil fuels as single passenger autos, such as walking, biking, transit and electric vehicles.

RECOMMENDED ACTION: *Promote energy efficiency throughout the Village by:*

Considering adoption of regulatory measures to minimize energy consumption in new construction in a manner that maximizes energy conservation without unduly increasing construction costs (i.e., the NYStretch building code).

Village of Warwick Comprehensive Plan

Promoting energy efficiency and sustainability in Village buildings, vehicles and other capital equipment by, whenever feasible, applying energy conservation principles and practices when purchasing, constructing or repairing Village properties.

Accommodating increased use of electric vehicles through policies and/or incentives that encourage the installation of residential charging stations in housing units and expand the availability of public charging stations throughout the Village.

RECOMMENDED ACTION: Promote Resilience in the Face of Climate Change by:

- Adopting policies to mitigate the threat of increased flooding including riparian buffers and other flood mitigation measures for any new development along the Wawayanda Creek.
- Reviewing existing zoning and subdivision regulations to ensure height, bulk and surface area regulations, lot coverage, setbacks and other provisions are consistent with best practices in flood mitigation, habitat protection and reduction of excess heat due in urban areas.
- Ensuring local codes support Disaster Preparedness by including addressing temporary emergency dwelling permits, emergency staging bases, temporary mobile office units and other means to aid preparedness and disaster recovery.
- Seeking to minimize the production of solid waste through policies and educational efforts that promote recycling, composting and/or anaerobic digestion of organic materials.
- Ensuring Village sewer and water infrastructure is safeguarded against flooding by reducing infiltration and inflow of stormwater in to the sewer system and by continuing to ensure storm drains and sump pumps are separated from the sewer system.

RECOMMENDED ACTION: Enhance capacity to monitor issues related to climate change and energy conservation by designating a citizen's committee or other group to follow these issues and inform Village Government on important related topics. This could involve creation of Climate Smart Communities Task Force, A Conversation Advisory Commission or coordination with such entities as the Town's Conservation Board or a private citizen's group such as Sustainable Warwick.

RECOMMENDED ACTION: Continue to promote the development of (or the conservation of) local food systems. The Village will seek ways of supporting the development or conservation of local food systems by providing support and assistance for related activities such as the Farmers' Market, encouraging development of "farm to table" initiatives, community gardens, etc.

RECOMMENDED ACTION: In cooperation with the Town, seeks ways to conserve natural areas in and adjacent to the Village. This can involve such initiatives as protection of and planning for community parkland and ensuring that—to the greatest extent possible—development projects occurring on lands annexed into the Village are designed to maximize the creation of parkland and/or protected open space.

GOAL R2: ENSURE THAT VILLAGE SEWER AND WATER INFRASTRUCTURE CAN ACCOMMODATE FUTURE DEMAND WITHOUT DIMINISHING THE QUALITY OF SERVICE PROVIDED TO RESIDENTS AND BUSINESSES.

Village of Warwick Comprehensive Plan

RECOMMENDED ACTION: *Continue to seek funding to improve sewer and water infrastructure throughout the Village.* The Village will continue to identify and apply for State and Federal funding for this purpose.

RECOMMENDED ACTION: *Implement a capital improvement planning process for the sewer and water system.* The process should identify and prioritize equipment replacements and/or improvements needed to maximize the efficiency and effectiveness of the Village sewer and water infrastructure over a long-term (e.g., five years) with annual review and update of plan priorities.

Implementation Schedule

The table below presents a draft implementation schedule for the Comprehensive Plan. The recommended actions for the plan are placed into three categories:

- Immediate priority (to be completed within 2 year of plan adoption)
- Intermediate priority (to be completed within 3 to 5 years of plan adoption)
- Long-term priority (to be completed within 6 years of plan adoption)

The table identifies the Plan Goal with which the action is associated and specifies the “responsible party” to carry out that action. The implementation schedule suggests the following entities be tasked with implementation:

- Village Gov’t.: The Village Administration, including the Mayor’s Office, the Village Board, etc.
- Pub. Wks.: The Village Department of Public Works.
- Broadband Task Force created to develop Village digital strategy.
- Zoning Task Force created to oversee the changes in zoning required to implement this Comprehensive Plan and improve overall administration of zoning.
- CSC Task Force created to oversee the Village’s participation in the Climate Smart Communities program.
- Transportation Task Force created to oversee implementation of the transportation-related recommendations in this Comprehensive Plan.
- Inclusion Task Force to foster broader participation in Village civic life.

This implementation schedule in this table should be reviewed and as necessary revised by each committee as it begins its work to reflect the resources available to each committee. In addition, the implementation plan should be revisited each year at the annual boards’ retreat to ensure it continues to reflect the priorities and capacities of the Village.

Village of Warwick Comprehensive Plan

PLAN GOAL	RECOMMENDED ACTION:	RESPONSIBLE PARTY
	IMMEDIATE PRIORITY (within 2 years of plan adoption)	
	<i>Appoint and organize Task Forces for plan implementation</i>	
R1	<i>Conduct a Climate Vulnerability Assessment.</i>	CSC Task Force
R1	<i>Implement policies to reduce reliance upon fossil fuels</i>	CSC Task Force
R1	<i>Promote Resilience in the Face of Climate Change</i>	CSC Task Force
R1	<i>Enhance capacity to monitor issues related to climate change and energy conservation by designating a citizen's committee or other group.</i>	CSC Task Force
C1	<i>Undertake a Comprehensive Parking Study.</i>	Transport. Task Force
C1	<i>Improve Wayfinding in the Village.</i>	Transport. Task Force
C2	<i>Undertake Intersection Improvements Strategies.</i>	Transport. Task Force
Q2	<i>Continue to minimize the tax burden on residential properties to improve the affordability of housing in the Village.</i>	Village Gov't.
Q3	<i>Establish regular joint meetings involving the Village Board, the Architectural Review Board, the Planning Board and Zoning Board of Appeals.</i>	Village Gov't.
Q3	<i>Village will serve as the regular convener of an annual meeting of community civic groups to coordinate setting an annual calendar for the use of shared Village resources.</i>	Village Gov't.
Q3	<i>The village should develop a mechanism to foster regular outreach to the Black, Indigenous and People of Color (BIPOC) and Latino communities in the Village.</i>	Inclusion Task Force
C&C3	<i>Encourage initiatives that broaden participation in the Village economy.</i>	Inclusion Task Force
C&C7	<i>Foster collaboration on annual/seasonal arts calendar.</i>	Village Gov't.
R2	<i>Continue to seek funding to improve sewer and water infrastructure throughout the Village.</i>	Village Gov't.
R2	<i>Implement a capital improvement planning process for the sewer and water system.</i>	Village Gov't.
Q1	<i>Create a more comprehensive and simplified system of design standards/guidelines to manage the Village's sense of place.</i>	Zoning Task Force
Q1	<i>Strengthen provisions that buffer residential areas from commercial intrusions.</i>	Zoning Task Force
Q2	<i>Regulate short-term rentals in the Village.</i>	Zoning Task Force
C&C1	<i>Develop local policies for boutique lodging.</i>	Zoning Task Force

Village of Warwick Comprehensive Plan

PLAN GOAL	RECOMMENDED ACTION:	RESPONSIBLE PARTY
R1	<i>Promote energy efficiency throughout the Village</i>	Zoning Task Force
	INTERMEDIATE PRIORITY (within 3 to 5 years of plan adoption)	
Q2	<i>Complete the Certified Local Government Program for the Village.</i>	Village Gov't.
C3	<i>Integrate new bicycle and pedestrian facilities throughout the existing park infrastructure with the active transportation network outside of the parks.</i>	Pub. Wks.
C3	<i>Link Stanley Deming Park and Veterans Memorial Park with a safe, active transportation route that includes adequate sidewalks and wayfinding signage.</i>	Pub. Wks.
C3	<i>Link Veterans Memorial Park with Warwick County Park by utilizing the sidewalks along Homestead Village Drive,</i>	Pub. Wks.
C3	<i>Create a path within the wide right of way of Park Lane, transforming it into a pedestrian friendly slow street, bicycle boulevard or green street.</i>	Transport. Task Force
C3	<i>Study the feasibility of creating a “green belt trail” to connect important parks, public institutions and commercial areas with an active transportation network.</i>	Transport. Task Force
C1	<i>Undertake a transit study in cooperation with Town and County.</i>	Transport. Task Force
C1	<i>Use Small surface lots to address parking shortfalls.</i>	Transport. Task Force
C2	<i>Employ techniques to facilitate streetscape improvements.</i>	Transport. Task Force
C2	<i>Adopt Additional Traffic Calming Elements to better integrate pedestrian and bicycle traffic in the Village.</i>	Transport. Task Force
C2	<i>Improve corridors that currently allow drivers to easily access the Village from the surrounding area to improve traffic flow.</i>	Transport. Task Force
C&C2	<i>Ensure start-up retailers have access to smaller footprint spaces.</i>	Village Gov't.
C&C3	<i>Encourage/incentivize merchant ownership of buildings.</i>	Village Gov't.
C&C4	<i>Explore the possibility for a Visitors/Welcome Center.</i>	Village Gov't.
C&C4	<i>Promote opportunities in the Village to connect artists with their audiences.</i>	Village Gov't.
C&C4	<i>Consider the creation of a Business Improvement District (BID).</i>	Village Gov't.
C&C5	<i>The Planning Board, Architecture Review Board and others involved in project review will maintain clear public communications to set expectations regarding the issues involved in the review.</i>	Village Gov't.
C&C5	<i>During the annual summit of boards, focus a portion of the agenda on a review of economic development goals and activities.</i>	Village Gov't.

Village of Warwick Comprehensive Plan

PLAN GOAL	RECOMMENDED ACTION:	RESPONSIBLE PARTY
R1	<i>In cooperation with the Town, seeks ways to conserve natural areas in and adjacent to the Village.</i>	Village Gov't.
Q1	<i>Regularly monitor the occupancy rates of the Village's subsidized senior housing and ensure that its zoning is appropriate to foster the continued occupancy and vitality of these units.</i>	Zoning Task Force
Q2	<i>Adopt policies to encourage "missing middle" housing, particularly for lands annexed into the Village.</i>	Zoning Task Force
C&C1	<i>Evaluate adding upper floor apartments as a use in Light Industry district.</i>	Zoning Task Force
C&C1	<i>Encourage redevelopment of vacant second floors in commercial properties.</i>	Zoning Task Force
C&C1	<i>Identify underused parking lots that could be developed for commercial and/or mixed uses.</i>	Zoning Task Force
C&C2	<i>Accommodate innovative mixes of retail, dining and other uses.</i>	Zoning Task Force
C&C4	<i>Promote better use of outdoor spaces and rights of way for dining, the arts and other social, cultural activities.</i>	Zoning Task Force
	LONG-TERM PRIORITY (within 6 years of plan adoption)	
R1	<i>Promote the development of (or the conservation of) local food systems.</i>	CSC Task Force
C3	<i>Transform the Wawayanda Creek into a linear park and active transportation route.</i>	Pub. Wks.
C&C4	<i>Regularly review the Village annexation policy.</i>	Village Gov't.
C&C6	<i>Promote public art in the Village.</i>	Village Gov't.
C&C6	<i>Promote affordable indoor venues for concerts, exhibits and other arts-related events.</i>	Village Gov't.
C&C7	<i>Encourage regular arts events to build audience for the arts in the Village.</i>	Village Gov't.
C&C7	<i>Encourage the use of pop-up performance/exhibit spaces.</i>	Village Gov't.
Q2	<i>Review Village Zoning to ensure it can accommodate new forms of home-based businesses and remote work opportunities.</i>	Zoning Task Force
C&C3	<i>Ensure that home offices are adequately accommodated in Village zoning.</i>	Zoning Task Force
C&C6	<i>Encourage Opportunities for Live/work spaces for artists and artisans.</i>	Zoning Task Force
C4	<i>Create a digital strategy for the Village that assesses the extent and location of high-speed Internet throughout the Village and recommends steps to address any gaps in service.</i>	Broadband Task Force

IV. APPENDICES Background Studies, Analyses and Community Outreach

ALTA PLANNING & DESIGN'S RECOMMENDATIONS

DESCRIPTION OF "MISSING MIDDLE" APPROACH TO HOUSING

SUMMARY OF MEETINGS/FOCUS GROUPS

RESULTS OF ON-LINE COMMUNITY SURVEY

SUMMARY OF DATA ANALYSIS

Office of the Mayor
Board of Trustees
Village Clerk
Treasurer
Telephone: 845-986-2031
Fax: 845-986-6884

Public Works Supervisor
Telephone: 845-986-2081
Fax: 845-987-1215



RECEIVED

JUL 29 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

OFFICE OF THE CORPORATION
MEETINGS HELD 1ST & 3RD MONDAY OF EACH MONTH

Village of Warwick

77 MAIN STREET
P.O. BOX 369
ORANGE COUNTY

Warwick, NY 10990

Village Justice
Telephone: 845-986-7044
Fax: 845-986-2870

Building, Planning, Zoning
and Historical District
Review Board
Telephone: 845-986-9888
Fax: 845-987-1215

VACATION CARRY OVER

I MICHAEL MOSER request to carry-over 5 vacation days.
(Name of employee) (Amount)

The reason time accrued or vacation was not used: WORKLOAD

under article X sec.2(B) of the Village of Warwick Department of Public Works Collective Bargaining Agreement and the Employee Handbook.

M. Moser
(Signature of employee)

(Signature of Department Head)

7/29/22
(Date)

(Date)

VILLAGE USE ONLY

____ Approved by Village Board

____ Denied by Village Board

(Time Accrued)

(Time Used)

(Anniversary Date)

Comments: _____

(Board Signature)

(Date)

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

Budget Modification Request

For Board of Trustees Approval - Meeting on 8/15/22

For approval to transfer available appropriations for the following Fiscal Year 2022-2023 budget account lines:

GENERAL FUND

FROM Account Code	Account Description	Budget Approp. Balance	Transfer Request	Reason	TO Account Code	Account Description	Budget Approp. Balance	Transfer Amount
A5110.1000	Streets - Personal Service	562,141.74	2,188.25	Variance for Actual Payroll Distribution DPW	A5010.1200	DPW - WORKERS COMP SALARY	(1,690.92)	2,188.25
A5110.1000	Code Enf/Bldg Insp - Training	1,000.00	300.00	To cover the cost of new PT building inspector computer and cell phone	A3620.2000	Code Enf/Bldg Insp - Equipment	1,000.00	300.00
TOTAL			2,488.25		TOTAL			2,488.25

Respectfully submitted,

Sadie Becker
Village Treasurer

Backup Documentation: Negative balance listing, Boris request

Report Date: 8/8/22

August 5, 2022
09:21 AM

VILLAGE OF WARWICK
2023 Expenditure Accounts with a Negative Balance Listing

Page No: 1

Range of Accounts: First to Last
Report Type: Sub Account Include Non-Budget Accounts: N

Account No	Description							
	Budgeted	Encumbered	Expended	Transfers	Reimbursed	Canceled	Balance	%Used
A-5010-1200								
		DPW - WORKERS COMP SALARY						
	0.00	0.00	4,028.37	2,337.45	0.00	0.00	1,690.92-	172.34
Fund Total	0.00	0.00	4,028.37	2,337.45	0.00	0.00	1,690.92-	172.34
Year Total	0.00	0.00	4,028.37	2,337.45	0.00	0.00	1,690.92-	172.34

Warwick

WARWICK VALLEY CENTRAL SCHOOL DISTRICT

Monday, August 1, 2022

Mayor Michael Newhard
Village of Warwick
77 Main Street
Warwick, NY 10990

Dear Mayor Newhard:

Warwick Valley High School will be holding its annual Homecoming Parade on Saturday, September 24th, 2022. The parade will leave the bus garage at 11:30 A.M. The parade will involve both Town and Village limits, and will begin at the school's bus garage, continue down County Route 1, turn off at Hathorne Road to meet other parade participants, and will travel on Route 94. At this point, students and teachers who are walking in the parade will join us; this may take five minutes. These participants will be arriving via school bus. We will then proceed up Main Street, passing slowly by the reviewing stand in front of the TD Bank on Main Street for guests and judges. The parade will pass CVS and make a left onto Wheeler Ave. It will then make a left onto Spring Street and a right onto West Street and return to the bus garage. The Homecoming Game will follow the parade at 1:00 P.M. Saturday at the High School Football Field.

If you have any questions or concerns, please call us at (845) 987-3050. Thank you for all your continued cooperation.

Sincerely,

Danielle Bugasch & Jeanine Fogler
Homecoming Advisors

cc: Dr. David Leach, Superintendent of Schools
Mrs. Marguerite Fusco, Principal

RECEIVED

AUG 05 2022

VILLAGE OF WARWICK
CLERK

WILLIAM ROE

39 Conklin Rd., Warwick, NY 10990 | 845-590-0058 | roeridge@hotmail.com

8/2/2022

Village Board of Trustees
Village of Warwick
77 Main Street
Warwick, NY 10990

RECEIVED

AUG 02 2022

VILLAGE OF WARWICK
CLERK

Dear Board of Trustees:

I would like to request a permit to hold a Family Fun Kickball night at Memorial Park on Saturday, August 20, 2022. It will be an event with family and friends gathering to play games of kickball and hang out together. I would like to request to use the lights on the over 35 field and the bathrooms located by the football fields. Thank you for your consideration. If you have any questions, please do not hesitate to call me.

Sincerely,

A handwritten signature in black ink, appearing to read 'William Roe', with a stylized flourish at the end.

William Roe

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Facility Use Request Form For Gatherings of Less Than 200 People

ONLY USE THIS FORM IF YOUR EVENT WILL HAVE 200 PEOPLE OR LESS

Date Request Submitted: 8/2/22

Title of Event: Family Fun Kickball Night

Purpose of Event: Fun / Social Gathering

SECTION 1: REQUESTED VILLAGE-OWNED PROPERTY

☐ Railroad Green ☐ Stanley-Deming Park ☐ Lewis Woodlands

☒ Veterans Memorial Park ☐ Veterans Memorial Park Pavilion

**Please use the attached map to indicate the specific area(s) to be used within each park.*

Village of Warwick Parking Lots - check all that apply:

☐ South Street Lot ☐ 1st Street Lot ☐ Chase Lot (non-permit only)
☐ Spring Street Lot ☐ Wheeler & Spring St. Lot ☐ Upper CVS Lot ☐ Lower CVS Lot

Village of Warwick Streets: _____

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: 8/20/2022 Rain Date Requested: 8/21/2022

Arrival Time: 5 pm Departure Time: 10 pm

Event Start Time: 5 pm Event End Time: 9 pm

SECTION 3: APPLICANT INFORMATION

Check one: ☐ Non-Profit Organization ☐ Commercial/Business Organization ☒ Family

**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: William + Andrea Roe

**Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 39 Conklin Rd., Warwick, NY 10990
Email Address: heaven2999@hotmail.com Cell Phone: (845) 629-5964 or (845) 590-0058

Proof of Town of Warwick Residency of Responsible Party: ☒ Driver's License ☒ Utility Bill

Name of Organization (if Applicable): _____

Name of Organization's Director(s)/Officer(s): _____

Organization's Phone: _____ Email Address: _____

Mailing Address of Organization: _____

Physical Address of Organization: _____

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 120
* If greater than 200 people, at any given time DO NOT complete this form. See instructions.
of Adults: 50 # of People Under 18: 70

Expected Number of Vehicles Intended at the Event: 30

Please explain the parking plan for the event: Use football and baseball parking lots.

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

Greater than 200 people at any given time <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <input checked="" type="checkbox"/>
Music / Loudspeakers / Sound System <i>If yes, explain: possibly use speakers for music during event--</i> <i>Location of Music/Loud Speakers/ Sounds System: Similar to Friday night Kickball</i>	Yes <input checked="" type="checkbox"/> No _____
Parade, walk, road race, etc. <i>Request must include in writing a clear layout of the intended route AND a letter from the Warwick Police Department approving the route and police resources.</i>	Yes _____ No <input checked="" type="checkbox"/>
Tent(s) <i>Include a map detailing the placement of the tent(s).</i> <i>Date & time tent will be set up: _____</i> <i>Date & time tent will be removed: _____</i>	Yes _____ No <input checked="" type="checkbox"/>

RVs, Campers, Food Trucks, etc. <i>If yes, explain: _____</i>	Yes _____ No <input checked="" type="checkbox"/>
Admission Fee to Be Charged <i>If yes, please list the admission fee: _____</i>	Yes _____ No <input checked="" type="checkbox"/>
Alcohol <i>Host Liquor Liability Insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
Food will be served or sold <i>If yes, explain the method of food distribution and disposal of trash:</i> <u>Pizza will be delivered and eaten. We will bring garbage bags and take any trash with us when we leave.</u> <i>*A permit is required from the Orange County Department of Health when offering or selling any food to the public. It is the applicant's responsibility to contact the Orange County Department of Health to obtain necessary permits. Contact the Orange County Department of Health for further information.</i> <i>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	Yes <input checked="" type="checkbox"/> No _____
Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. <i>If yes, explain: _____</i> <i>Additional contract(s) and/or insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
Portable Toilets <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes _____ No <input checked="" type="checkbox"/>
Other <i>Please explain: _____</i>	Yes _____ No <input checked="" type="checkbox"/>

SPECIAL REQUESTS:
CHECK YES OR NO

Road Closure <i>List road(s): _____</i> <i>Closed between the hours of _____ and _____</i> <i>Number of 'No Parking' meter bags requested, if applicable: _____</i>	Yes _____ No <input checked="" type="checkbox"/>
Use of Village-owned tables and chairs <i>Veterans Memorial Park Pavilion Only. No. of Tables _____ No. of Chairs _____</i>	Yes _____ No <input checked="" type="checkbox"/>
Use of Electricity	Yes _____ No <input checked="" type="checkbox"/>
Use of Memorial Park Football/Over 35 Field Lights <i>Additional fee required for use of field lights.</i>	Yes <input checked="" type="checkbox"/> No _____
Use of Memorial Park Pavilion Lights	Yes _____ No <input checked="" type="checkbox"/>

Use of Village of Warwick Restrooms <i>Memorial Park and Stanley Deming Park only.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Other Please explain: _____	Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION 5: FEES/SECURITY DEPOSIT

Fees and Security Deposit are Due Upon Application / Checks payable to: The Village of Warwick

☒ \$200 Security Deposit - (Must be a Separate Payment)

☒ Memorial Park Football/Over 35 Field Lights (circle one) - (\$10 per day) or \$300 per season

TOTAL FEES: \$ 10.00 (excluding security deposit)

SECTION 6: INDEMNITY & HOLD HARMLESS

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Warwick for the use and care of the facilities. He/she, on behalf of _____ (Name of Organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village's property, facilities and/or services by _____ (Name Organization).

William Roeff
 Printed Name of Applicant/Responsible Party

[Signature]
 Signature of Applicant/Responsible Party

8-2-22
 Date

Clerk Use Only: Security Deposit Check # 665 Certificate of Insurance ☒ Host Liquor Liability N/A
 Fees Received \$10 Park Map(s) ☒ Police Dept. Approval (if applicable) N/A
 For lights # 666

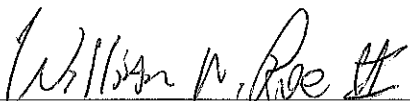
Permit Holder. Applicants are urged to bring extra plastic garbage bags to facilitate cleanup.

17. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
18. Supervision and parking are the responsibility of the applicant organization/individual.
19. Permits may be revoked at any time.
20. All posted rules must be adhered to.
21. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
22. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
23. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc. Need pamphlet to hand out to applicants.
24. In the event of an accident, please notify the Village Clerk at (845) 986-2031 before the end of the next business day.
25. The Village of Warwick does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

INDEMNITY & HOLD HARMLESS

FACILITY USER does hereby covenant and agree to defend, indemnify, and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Village of Warwick property, facilities and/or services.

I have read and understand the Facilities Use Requirements:

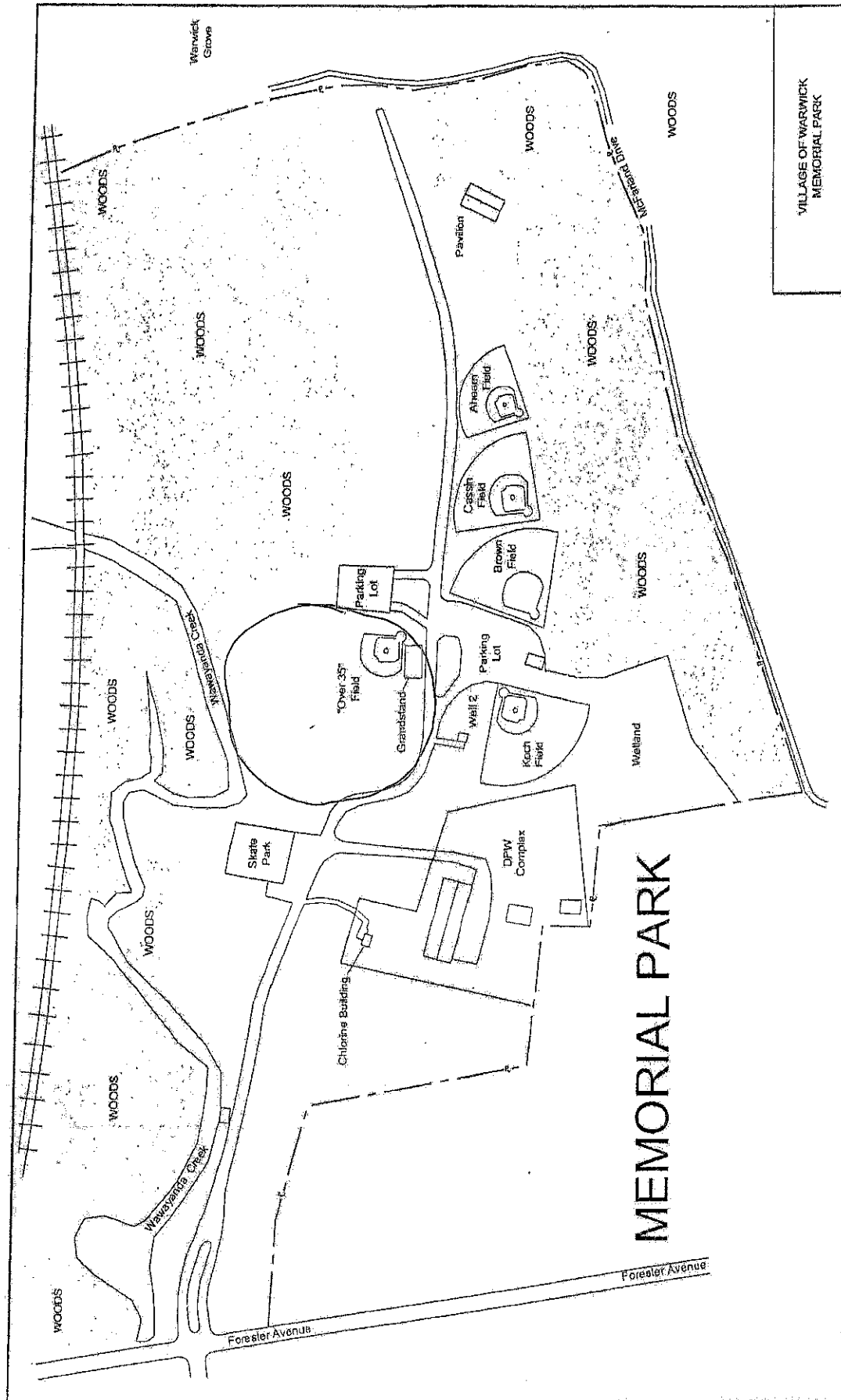


Printed Name of Applicant/Responsible Party



Signature of Applicant/Responsible Party

Date 8-2-23



VILLAGE OF WARWICK
MEMORIAL PARK

Deputy Clerk

From: Christopher Daly <warwickwildcatsbaseball@gmail.com>
Sent: Friday, August 5, 2022 3:32 PM
To: Deputy Clerk
Subject: Cover Letter Warwick Wildcats Baseball Application

Village of Warwick,

I am writing this letter to request a permit for usage of the baseball fields (Cassin and Koch) at Memorial Park. In coordination with Warwick Little League I have formed a single travel baseball team for 11 year olds to be based out of the town of Warwick. The team consists of 13 kids who are all Town and village residents. I am a current member of the board for Warwick Little League and have discussed availability with both Barry Cheney and Rich DiCostanza. All parties have agreed that the field usage will not interfere with Little League activities and will only take place on days where games are not scheduled. It is my intention to provide additional opportunities for the youth of Warwick to play the game of baseball beyond, and in conjunction with the opportunities provided by Warwick Little League. The schedule for travel baseball is a yearly calendar starting in late August of 2022 through early July of 2023. I understand that a new permit may need to be filed for the calendar year '23 and if that is the case I will proceed as directed. I would greatly appreciate the approval from the village of Warwick to make wishes come true for the youth of our town. All the necessary paperwork has been submitted including the certificate of insurance. Please let me know if you have any questions.

Thanks in Advance
Chris Daly
Warwick Wildcats Baseball
8452245624

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AUG 05 2022

VILLAGE OF WARWICK
CLERK

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

RECEIVED

AUG 05 2022

Facility Use Request Form
For Gatherings of Less Than 200 People

VILLAGE OF WARWICK
CLERK

ONLY USE THIS FORM IF YOUR EVENT WILL HAVE 200 PEOPLE OR LESS

Date Request Submitted: 8/5/22

Title of Event: Warwick Wildcats Baseball Program

Purpose of Event: Travel Baseball in coordination with Warwick Little League

SECTION 1: REQUESTED VILLAGE-OWNED PROPERTY

☐ Railroad Green ☐ Stanley-Deming Park ☐ Lewis Woodlands

☒ Veterans Memorial Park ☐ Veterans Memorial Park Pavilion

**Please use the attached map to indicate the specific area(s) to be used within each park.*

Village of Warwick Parking Lots - check all that apply:

☐ South Street Lot ☐ 1st Street Lot ☐ Chase Lot (non-permit only)
☐ Spring Street Lot ☐ Wheeler & Spring St. Lot ☐ Upper CVS Lot ☐ Lower CVS Lot

Village of Warwick Streets: _____

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: Tuesday Daily - To be coordinated with Little League 8/22-8/28 Rain Date Requested: _____

Arrival Time: 5 pm Departure Time: 8 pm

Event Start Time: 530 pm Event End Time: 730 pm

SECTION 3: APPLICANT INFORMATION

Check one: ☒ Non-Profit Organization ☐ Commercial/Business Organization ☐ Family

**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Christopher Daly

**Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 12 Mountainside Road, Warwick NY 1099

Email Address: Warwickwildcatsbaseball@gmail.com Cell Phone: 845 224 5624

Proof of Town of Warwick Residency of Responsible Party: ☐ Driver's License ☐ Utility Bill

Name of Organization (if Applicable): Warwick Wildcats Travel Baseball

Name of Organization's Director(s)/Officer(s): Christopher Daly

Organization's Phone: 845 224 5624 Email Address: Warwickwildcatsbaseball@gmail.com

Mailing Address of Organization: 12 Mountainside Road Warwick NY 10990

Physical Address of Organization: _____

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 30

** If greater than 200 people, at any given time DO NOT complete this form. See instructions.*

of Adults: 15 # of People Under 18: 15

Expected Number of Vehicles Intended at the Event: 15

Please explain the parking plan for the event: Only utilizing spots provided in front of fields.

WILL YOUR EVENT INCLUDE:

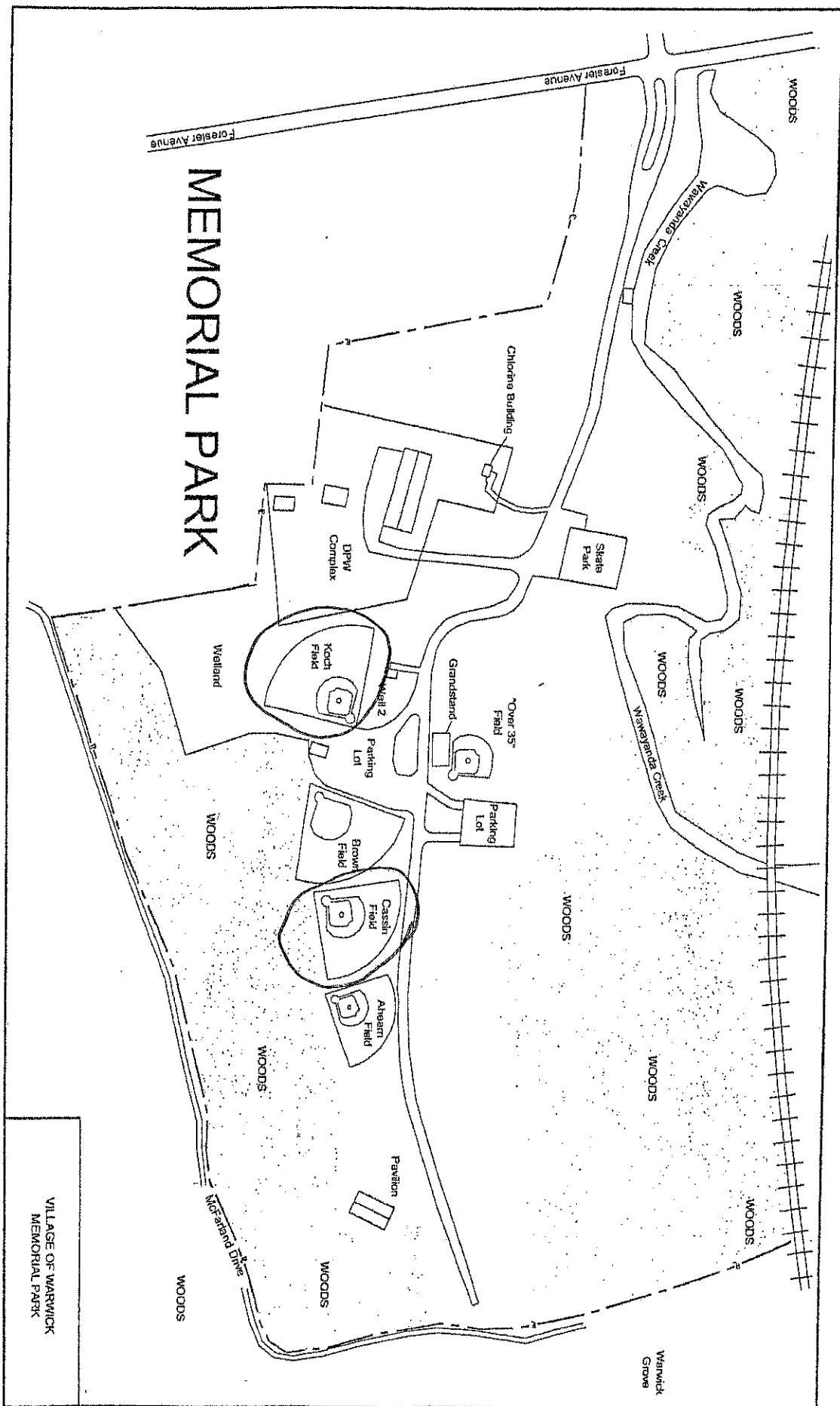
CHECK YES OR NO

Greater than 200 people at any given time <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <u>X</u>
Music / Loudspeakers / Sound System <i>If yes, explain:</i> _____ <i>Location of Music/Loud Speakers/ Sounds System:</i> _____	Yes _____ No <u>X</u>
Parade, walk, road race, etc. <i>Request must include in writing a clear layout of the intended route AND a letter from the Warwick Police Department approving the route and police resources.</i>	Yes _____ No <u>X</u>
Tent(s) <i>Include a map detailing the placement of the tent(s).</i> <i>Date & time tent will be set up:</i> _____ <i>Date & time tent will be removed:</i> _____	Yes _____ No <u>X</u>

RVs, Campers, Food Trucks, etc. <i>If yes, explain:</i> _____	Yes _____ No <u>X</u>
Admission Fee to Be Charged <i>If yes, please list the admission fee:</i> _____	Yes _____ No <u>X</u>
Alcohol <i>Host Liquor Liability Insurance is required.</i>	Yes _____ No <u>X</u>
Food will be served or sold <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ _____ <i>*A permit is required from the Orange County Department of Health when offering or selling any food to the public. It is the applicant's responsibility to contact the Orange County Department of Health to obtain necessary permits. Contact the Orange County Department of Health for further information.</i> <i>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	Yes _____ No <u>X</u>
Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. <i>If yes, explain:</i> _____ <i>Additional contract(s) and/or insurance is required.</i>	Yes _____ No <u>X</u>
Portable Toilets <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes _____ No <u>X</u>
Other <i>Please explain:</i> _____	Yes _____ No <u>✓</u>

SPECIAL REQUESTS:
CHECK YES OR NO

Road Closure <i>List road(s):</i> _____ <i>Closed between the hours of _____ and _____</i> <i>Number of 'No Parking' meter bags requested, if applicable:</i> _____	Yes _____ No <u>X</u>
Use of Village-owned tables and chairs <i>Veterans Memorial Park Pavilion Only. No. of Tables _____ No. of Chairs _____</i>	Yes _____ No <u>X</u>
Use of Electricity	Yes _____ No <u>X</u>
Use of Memorial Park Football/Over 35 Field Lights <i>Additional fee required for use of field lights.</i>	Yes _____ No <u>X</u>
Use of Memorial Park Pavilion Lights	Yes _____ No <u>X</u>



77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Garage/Yard/Estate Sales Completion Form

Please complete the form below to request a Village License for a Garage Sale.

Name: SMITH, Victoria

Phone Number: (845) 637-4845

Address of Sale: 30 Maple Avenue Warwick, NY

Date From: Saturday 8/27

Date To: Sunday 8/28

Submit this form via mail, email or in person to:

Village of Warwick
77 Main Street P.O. Box 369
Warwick, New York 10990
Email: clerk@villageofwarwick.org

If you have any questions, please contact the Village Clerk at (845) 986-2031.



No. 1640-22

VILLAGE LICENSE

VICTORIA SMITH @ 30 Maple Ave, Warwick, NY - Multi-Family Sale

is hereby Licensed, in accordance with the Code of the Village of Warwick to hold a Garage Sale in the Village of Warwick, New York, for the period of 8/27/2022 through 8/28/2022 upon payment to the Treasurer of such Village of the sum of One Hundred Dollar Fee and Fifty Dollar Security Deposit the fee fixed therefor by the Board of Trustees.

Dated this 26th day of July 2022

(Village Seal)

Raina Abramson
Village Clerk

F/2022-2023 CLERKS OFFICE COLLECTION REPORT												
DATA FROM RECEIPTS WRITTEN												
DATE	TYPE	CUSTOMER	REVENUE CODE	CASH/CHECK	RECPT#	TOTAL FOR DEPOSIT	SECURITY DEPOSIT	EVENT DATE	SEPARATE ESCROW DEPOSIT	TOTAL DEPOSIT	REC'D	DEPOSIT DATE
JUNE 2022												
7/26/2022	Garage Sale Permit Security Fee # 1640-22	Victoria Smith	A1255	152	156370		50.00	8/27/22 - 8/28/22				
7/26/2022	Garage Sale Permit Fee # 1640-22	Victoria Smith		151	156371	100.00		8/27/22 - 8/28/22		100.00	35481	7/26/2022

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
AUGUST 15, 2022
ADDENDUM NO. 1**

10. **MOTION** to extend the appointment approved on March 21, 2022, of James Quackenbush to the position of Seasonal Department of Public Works Laborer from July 25, 2022 through October 31, 2022, at a salary of \$18.00 per hour, up to 20 hours per week, per the recommendation of DPW Supervisor, Mike Moser.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

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VILLAGE OF WARWICK

INCORPORATED 1867

Memo to: Mayor Newhard and Village Board of Trustees

From: Mike Moser, DPW Supervisor

Date: August 12, 2022

Re: Seasonal Laborer, James Quackenbush

.....

I would like to request a motion to extend the appointment approved on March 21, 2022, of James Quackenbush to the position of Seasonal Department of Public Works Laborer from July 25, 2022 through October 31, 2022, at a salary of \$18.00 per hour, up to 20 hours per week, per the recommendation of DPW Supervisor, Mike Moser.