

Region

Southern Tier

Questionnaire Questions & Answers

Location

Smart Growth Comprehensive Planning Grant Program

Q_3527 US Congressional District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

23

Q_928 Project Street Address: Please input the project street address (**Street Number and Street Name only**).

If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

500 Civic Center Plaza

Q_565 Project City

Corning

Q_972 Project county or counties.

Steuben

Q_568 Project State

NY

Q_572 Project Latitude (This question's value will be filled automatically, based on the project address, when the application is finalized.)

42.141614

Q_573 Project Longitude (This question's value will be filled automatically, based on the project address, when the application is finalized.)

-77.047552

Q_184 NYS Assembly District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

132

Q_190 NY Senate District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

58

Q_1034 Project ZIP Code. (please use ZIP+4 if known)

14830

Basic

General Project Information

Q_549 Type of Applicant (select all that apply)

City

Q_550 If you are a DBA, what is your DBA name?

No Answer

Q_556 Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

Federal Tax ID Number

Q_2655 Based on your selection from the previous question, enter your applicant ID number. (Please do not provide your social security number).

16-6002539

Q_969 If you are a business, have you been certified as a New York State Minority or Women-owned Business Enterprise (MWBE)?

N/A

Applicant

| | Answer |
|---|---------------------------------------|
| Organization Legal Name | City of Corning |
| Applicant First Name | Jennifer |
| Applicant Last Name | Miller |
| Street Address | 500 Civic Center Plaza |
| City | Corning |
| State | NY |
| Zip Code (use ZIP+4 if known) | 14830 |
| Telephone Number (include area code) | 6079620340 |
| Email Address | corningplanning@ cityofcorning.com |

Contacts

| | Primary Contact | Contact Authorized to Execute Contract if Awarded | Additional Contact |
|-------------------------|---|--|---------------------------------|
| Salutation | Mrs. | Mr. | Mr. |
| First Name | Jennifer | Mark | Mark |
| Last Name | Miller | Ryckman | Ryckman |
| Title | Director of Planning and Eco. Developmen | City Manager/CEO | City Manager |
| Organization | City of Corning | City of Corning | City of Corning |
| Street Address | 500 Civic Center Plaza | 500 Civic Center Plaza | 500 Civic Center Plaza |
| City | Corning | Corning | Corning |
| State | NY | NY | NY |
| ZIP Code | 14830 | 14830 | 14830 |
| Telephone Number | 6079620340 | 6079620340 | 6079620340 |
| Email Address | corningplanning@ cityofcorning.com | corningcm@ cityofcorning.com | corningcm@ cityofcorning.com |

Q_4199 Please select the primary sector or characterization that best defines this project.

Municipal/Government

Q_4198 Please select the secondary sector or characterization that best defines this project.

Community Development

Project Description

Q_575 Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

The City of Corning located in the Southern Tier region is applying under the 2021-2022 Smart Growth Comprehensive Planning Grant

Program to update its 2002 Comprehensive Plan which will be 20 years old when the project is anticipated to start. An updated plan will develop goals and a comprehensive strategy for the best and most efficient use of local resources, propose future projects, and guide development. The updated Comprehensive Plan will also promote smart growth, sustainability, and clean energy principles. This plan will serve as a guide for the next 20 years and reflect current conditions. The City is prepared to engage a consultant to assist the City, a Project Steering Committee, and the community develop an updated Comprehensive Plan.

Q_976 Statement of Need

The City of Corning's current Comprehensive Plan is from 2002 and the work for that plan began in early 2000. Despite completing a 2018 Economic Development Strategy and a 2020 Park Strategy, the City's guiding planning document was adopted nearly 20 years ago. Many of the goals and projects identified in the 2002 Comprehensive Plan have been completed, for example, the development of upper story housing along Market Street, and the construction of a public transportation center. The 2002 Comprehensive Plan does not directly emphasize smart growth principles, sustainability, or clean energy. The City also sees a need to update its Comprehensive Plan to guide the redevelopment of vacant properties and a longer range and comprehensive look at infrastructure needs.

Q_2366 How does your project align with the Regional Economic Development Council's Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at <https://regionalcouncils.ny.gov/>)

The development of an updated Comprehensive Plan for the City of Corning aligns with the Southern Tier Regional Economic Development Council's (STREDC's) Strategic Plan and Update Revitalization Plan in several ways. First, the update of the City's Comprehensive Plan will involve community-driven, meaningful engagement, a strategy utilized by STREDC. An updated Comprehensive Plan will provide further support for community investment in placemaking, downtown revitalization, and sustainability. The City of Corning sees this as an opportunity to have an updated Comprehensive Plan that is consistent with state-wide policy objectives and aligns with STREDC's current plans.

Q_930 Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, government efficiency or consolidation etc.

An updated Comprehensive Plan for the City of Corning is a regional economic priority as it will guide sustainability and community revitalization efforts. While a small city with a population of under 11,000 persons, the City is home to Corning Incorporated's world headquarters, a Fortune 500 Company. The City is a regional center with an estimated day-time population of 20,000. Regional services within the City's limits include: K-12 schools, Corning Community College Health Education Center, childcare, medical, financial institutions, legal services, unemployment & social security offices, library, post offices, supermarkets, a YMCA, museums, affordable housing, and an extensive parks and recreation system.

The addition of smart growth and clean energy principles will also ensure consistency with regional sustainability goals.

Q_9527 Does your project advance downtown revitalization and strategic community investment?

Yes

Q_9528 If Yes, please detail how it will advance downtown revitalization and strategic community investment.

An updated Comprehensive Plan for the City of Corning will advance downtown revitalization by incorporating smart growth principles including the following: encouraging a mix of land uses, distinctive, attractive communities with a strong sense of place, and compact communities. Despite strides made along Corning's Market Street to encourage upper-story housing, Bridge and Pulteney Streets within the City's downtown still struggle. Strategic community investment will be advanced by reviewing areas to invest in infrastructures and ways to incorporate clean energy and sustainability initiatives. An updated Comprehensive Plan can serve to better position the City for future infrastructure and downtown revitalization funding opportunities.

Q_9529 Does your project improve access to child care?

Yes

Q_9530 If Yes, please detail how it will improve access to child care.

The City's comprehensive plan will examine child care needs in the community, and identify solutions and potential project sites. The City works regularly with Corning Incorporated, the region's largest employer, to identify child care providers and sites for its workforce. The region continues to analyze this issue and the City of Corning will ensure its comprehensive plan update incorporates these efforts and the need to continue to enhance this within the community.

Q_9531 Does your project incorporate environmental justice practices?

Yes

Q_9532 If Yes, please detail how it will incorporate environmental justice practices.

The City's comprehensive plan will include smart growth, sustainability and clean energy principals. Through our plan, we will ensure fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation and enforcement of environmental laws, regulations, and policies.

Q_3762 Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State?

Yes

Q_3763 How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors).

A Smart Growth principle that will be incorporated into this project is Social Diversity and Integration which will ensure that people living in poverty within the City of Corning are not excluded and projects are included that incorporate ways to connect these individuals and families to workforce development programs, social services, and affordable housing. The City has a long history of collaborating at both the local and

regional level across sectors to achieve results and this will continue to be true for the development and implementation of an updated Comprehensive Plan. The City of Corning has participated in previous collaboration efforts for example, the Corning Housing Partnership, Steuben County Land Bank, and I-86 Corridor Study, which will help inform this project. The City will engage workforce development partners.

Q_3764 How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan?

The City of Corning will engage workforce development partners (Chemung Schuyler Steuben Workforce New York) in the development of an updated Comprehensive Plan to ensure that the City's new Plan incorporates on-going efforts to build workforce development efforts and ensure that social services connect people living in poverty with skilled employment. Three Rivers Development, a partner of the City of Corning has been engaged in this work and will be a stakeholder actively engaged. The City's updated Comprehensive Plan will also look at how housing and public transportation can better assist those living in poverty or address workforce needs. The City of Corning is fortunate to have strong affordable housing partners, including Arbor Housing and Development, Habitat for Humanity, and Community Progress, Inc.

Q_4200 Does your project provide opportunities for Veterans' to participate in the workforce, or improve services to the Veterans' and military families in New York?

Yes

Q_4201 If Yes, please explain how your project impacts the Veterans' and military families in New York.

(This question is associated with your answer selection in question: [Q_4200](#))

During the development of the updated Comprehensive Plan, the City will examine opportunities to engage Veteran's and their families in the community including how they can participate in the workforce through workforce development partners and how services can be improved to address their needs. The City of Corning is located within 20 miles of the nearest Veteran's Medical Center located in Bath, NY and as such does have a population of veterans within the community

Q_6048 Does your project advance downtown revitalization?

Yes

Q_929 Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

Application, project pre-planning

Q_975 Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications)

Upon grant award and the execution of the required grant agreement, the City will issue a RFP for a qualified planning consultant to assist with the project. We anticipate introducing the consultant team at a community-wide kick-off meeting by spring 2022. By September 2022, the steering committee and consultant will have completed a community-wide needs assessment. The needs assessment will provide the foundation for developing neighborhood recommendations, as well as city-wide projects and initiatives. Throughout the coming months, the steering committee will provide a high level of engagement will all segments of the population with special outreach to historically marginalized populations. These public engagements will result in a draft comprehensive plan by mid-2023 with final plan adoption by the beginning of 2024.

Q_580 Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

This is a Type 1 action under SEQRA. Updating a Comprehensive Plan requires that it is reviewed by Steuben County Planning under General Municipal Law, §239-m. The Planning Commission will review. Final approval/adoption by Corning City Council.

Q_2364 What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable).

Not started although the Corning City Council will serve as lead agency

Q_1054 If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

Not applicable

Prior CFA Funding

Q_2362 If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

No funding related to this project but funding awarded under CFA # 89574 for LGE Project

Q_4160 For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

The City of Corning is prepared to provide up to \$30,000 cash match for the project. Additionally, the City will commit an in-kind donation of staff time to the project valued at \$10,000. If the full amount of requested funding is not received, the City of Corning is prepared to see if the project can still be accomplished with less funding.

Standard Question

Smart Growth Comprehensive Planning Grant Program

Smart Growth Comprehensive Planning: Need and Financial Hardship

Q_12251 Please select a representative Mean Household Income level to demonstrate Need and Financial Hardship (see scoring tips)

Community has a Median Household Income (MHI) less than the 2017 Statewide MHI but not less than 80% of the 2017 MHI (i.e. MHI greater than or equal to \$50212 and but less than \$62765)

Smart Growth Comprehensive Planning: Smart Growth Principles

Q_12246 Describe, in detail, how Smart Growth Principles will be incorporated into the Comprehensive Plan and Planning process.

Smart Growth Principles will guide the update of the City of Corning's Comprehensive Plan and the planning process. They will be included in the Request for Proposals (RFP) issued for the project consultant. Below describes how each specific principle will be incorporated into an updated Comprehensive Plan and the planning process:

Mixed Land Uses: The City of Corning, Project Steering Committee, and selected consultant will look at existing land uses within the City and evaluate how this principle is being applied or potential for mixed land uses to be further encouraged within the City. One area where mixed land uses could be examined closer and encouraged is along the Pulteney Street Corridor. The City of Corning has a Mixed Use Tax Exemption which can also be expanded to potentially include additional properties for consideration.

Range of Housing Opportunities and Choices: Housing has been a strategic area of focus for the City of Corning and a Housing Strategy was completed in December 2014. The 2014 Housing Strategy led to the creation of the Corning Housing Partnership which is a public-private partnership between the City of Corning, Three Rivers Development Foundation and Arbor Housing and Development with support through Corning Enterprises. The City of Corning is engaged in the Steuben County Land Bank. The City would like the updated Comprehensive Plan to examine housing especially in lieu of recent initiatives and include strategies how the Corning can continue to provide quality housing with efficient access to jobs, resources, and amenities for people of all income levels, ages, and races.

Development and Redevelopment in Existing Communities: The City of Corning is primarily a fully developed city, however there are areas that may need to be conserved as open space which the Plan will examine as well as those areas where redevelopment is preferable because properties are vacant or underutilized.

Distinctive, Attractive Communities with a Strong Sense of Place: Corning has always had pride in its strong sense of place, particularly with efforts to revitalize Market Street and the development of Commercial Districts Design Guidelines developed in 2007. During the planning process, the City would like to take another look at the design guidelines to see if they can be strengthened or expanded to support this principle. The City also sees a need to better apply this principle to some of its gateways.

Density: The City of Corning acknowledges that compact communities are land and energy- efficient. The City's density will be examined as part of this process and recommendations will be made for development.

Clean Energy: The Comprehensive Plan update will take a close look at the inclusion of clean energy siting and development especially since this has been a field that has developed significantly since the 2002 Comprehensive Plan. It will identify opportunities within the community to incorporate clean energy as well as make suggestions for any needed updates to the City's Zoning Code.

Climate Change: The planning process will examine how climate change can be mitigated and sustainability practices can be implemented community-wide.

Resiliency: The City of Corning recognizes that land use, development, and infrastructure must be adaptive to climate change impacts and resilient and resistant to extreme storm events. Although, the City is mostly levee protected, the community had first hand experience with the Flood of 1972 and also experiences damage from high wind events. The project will explore how the City can improve its resiliency.

Green Infrastructure: The implementation of green infrastructure practices was a recommendation in the 2020 Parks Strategy completed by the City of Corning and this is something that the City would like explored further in a Comprehensive Plan update to identify applications where this can be applied. Stormwater management is a priority of the City of Corning. The City recognizes that an updated Comprehensive Plan could provide a foundation for a future Green Innovation Grant through NYS Environmental Facilities Corporation.

Social Diversity and Integration: This principle will be incorporated into the Comprehensive Plan and planning process by ensuring that people of diverse ages, incomes, races, and physical abilities are actively engaged throughout the project and their ideas are incorporated in the final updated Comprehensive Plan. Additionally, social diversity and integration will also be embraced in the process.

Regional Planning and Coordination: This principle will be incorporated significantly in the planning process to ensure that the City of Corning's updated Comprehensive Plan aligns and coordinates with regional objectives, systems, and plans. The City of Corning is actively engaged many of these regional plans and initiatives. The Director of Planning and Economic Development serves as a board member on Southern Tier Central Regional Planning and Development (STC). STC will be consulted as part of this process. STC is currently undertaking a Recovery Plan utilizing Economic Development Administration CARES funding and there will also be coordination between the development of the City's updated Plan and the regional Comprehensive Economic Development Strategy (CEDS).

Walkable/Bikeable Neighborhood Design: Creating a walkable and bikeable community continues to be important to the City of Corning. Through the process of developing an updated Comprehensive Plan, the City of Corning will look at ways in which the City can become more pedestrian friendly and bikeable. The City of Corning is also supporting a project that Steuben County is pursuing with STC which would create a Bicycle and Pedestrian Master Plan.

Variety of Mobility Choices: The City of Corning is fortunate to have a public transportation system and within the community individuals also walk and bike. Recent development, such as the redevelopment of the former Corning Hospital site into apartments and the addition of upper-floor housing along Market Street, have helped facilitate this. Through the planning process, the City will further explore how a variety of mobility choices can be encouraged and enhanced within the community.

Well-Planned and Well-Placed Public Spaces: The City of Corning recognizes that the public realm plays an important role in smart growth while also increasing walkability, social interaction, livability, and a sense of place and neighborhood aesthetics. The City intends to look closely at its public spaces and gateways to see how they can be enhanced to have a greater role in the community's revitalization.

Community and Stakeholder Collaboration in Planning: The development of an updated Comprehensive Plan will require significant community and stakeholder collaboration in planning. The City will appoint a Project Steering Committee which will be made up of wide cross-section of the community. The process will also include community meetings and workshops as well as targeted stakeholder engagement. The City of Corning is fortunate to have many organizational partners who will be engaged in the comprehensive planning process.

Smart Growth Comprehensive Plan: Public Engagement

Q_12247 Describe the approach and process that will be followed to ensure ongoing public participation and engagement during the planning process and comprehensive plan development. Include an approach for encouraging participation from populations who are frequently underrepresented including but not limited to immigrants, refugees, and minorities.

The City of Corning has a successful track record of engaging the public during planning processes and the comprehensive plan development will be no exception. Below is the approach that will be followed to encourage participation and engagement:

A Project Steering Committee will be developed from a diverse cross-section of our community to ensure there is continuous engagement through the process. It is anticipated that this Committee will meet bimonthly during the duration of the project.

Project Website/webpage will be established early in the process to assist with providing on-going information about the project to the community. This project website may be established by the consultant or the City of Corning has the capacity to add a webpage onto its website.

A Community Information Meeting, will be held early in the planning process to introduce the community to the project, identify desired outcomes, and describe the process.

A Community Visioning Workshop will be held by the midpoint of the project.

Focus Group meetings will be scheduled to obtain additional input especially from various stakeholder groups

The City of Corning will utilize faith communities, its local NAACP Chapter, Corning Community College, and groups within Corning Incorporated to assist in encouraging participation from populations who may be underrepresented.

Smart Growth Comprehensive Planning: Commitment

Q_12248 Describe the level of commitment to the planning process by elected officials of the participating municipality and support from community residents.

The Corning City Council approved a resolution on July 6, 2021 supporting this application under the Smart Growth Comprehensive Planning Grant Program and demonstrating their commitment. The City of Corning is prepared to commit more than the required 10% match and dedicate in-kind staff resources toward this project because of the level of importance. The City's Planning Commission also passed a motion supporting updating the City's Comprehensive Plan as it will help guide future development and is pledging their assistance as well. The motion adopted by the Planning Commission and a letter from the Planning Commission Chair has been attached as documentation.

Smart Growth Comprehensive Planning: Local Capacity

Q_12249 Describe the local capacity and effective organizational structure to advance and complete the project, and if there is sufficient experience and ability of key project personnel to successfully carry out the project.

The City of Corning has the local capacity and organizational structure to successfully advance and complete the project. The City has a professional City Manager, Mark Ryckman who was actively engaged in the development of the 2002 Comprehensive Plan and will be leading the staff throughout the process. Mr. Ryckman holds a Bachelor of Arts in Public Management and a Master of Public Administration with a formal concentration in Planning & Community Development. The City's Director of Planning and Economic Development will be instrumental in both the implementation of the project and grant administration duties. The Director of Planning and Economic Development, Jennifer Miller has 14 years of planning and community development experience in which she has been involved in at least a dozen similar projects. Mrs. Miller holds a Bachelor of Political Science & International Studies, as well as a Master of Public Administration. She has successfully participating in planning processes with the City of Corning with the completion of the 2018 Economic Development Strategic Plan and the Park Strategy. Prior to coming to the City of Corning, Jennifer led the development of the City of Elmira's Comprehensive Plan, Downtown Revitalization Initiative Strategic Investment Plan, and Brownfield Opportunities Area Plan. Professional staff have the project management and grant administration experience to undertake this project. Additionally, the City of Corning has other professional department heads that will be available to assist with the project as needed.

The City is also fortunate to have strong community partnerships which adds to Corning's local capacity. The City's Business Improvement District (the Gaffer District), Corning Enterprises, Three Rivers Development Foundation, Steuben County Industrial Development Agency, the Greater Corning Area Chamber of Commerce, Steuben County Conference & Visitors Bureau, Southern Tier Regional Planning & Development Board are all anticipated to be engaged with this project.

Smart Growth Comprehensive Planning - Scope of Work and Time Frame

Q_12250 Describe how the project will be implemented including project scope of work implementation and time frame. Identify the set of discrete tasks necessary to complete the project scope of work, project deliverables associated with each task, objectives to be achieved and problem(s) to be addressed. For each task identified provide associated cost, key project personnel, and a schedule for completion

The following tasks are necessary to complete the update of the City of Corning's Comprehensive Plan which will be accomplished within the three years as required by the grant and it is the City's hope that the project would be completed with two years:

1.

Enter into a Grant Agreement with New York State Department of State (NYS DOS). The Corning City Council on July 6, 2021 via resolution granted authority to the City Manager, who serves as the City's Chief Executive Office and Chief Financial Officer, to submit a grant application and if awarded, enter a grant agreement with the State of New York and administer the project.

1. Consultant Selection- the City of Corning has experience issuing Requests for Proposals and selecting consultants for planning processes. The City is prepared to issue a RFP as soon as grants are awarded and it gets the go ahead from NYSDOS. There will be direct outreach to certified MWBE firms and MWBE goals will be included in the advertisement of the RFP and the RFP itself. It is estimated that this could be completed by spring-early summer 2022. This will involve staff time, especially the Director of Planning and Economic Development and the City Manager. The City intends on entering into a not to exceed contract with a consultant for \$110,000 if awarded funding under the program.
1. A Project Steering Committee will be appointed by the Corning City Council. It is anticipated that this would be accomplished by spring 2022. The Project Steering Committee is anticipated to meet throughout the term of the project at least bi-monthly.
1. Kick-Off Meeting with Consultant Team
1. Consultant Team review of existing documents and condition
1. Public Outreach to include public meetings, stakeholder meetings, use of a project website/webpage. There will be public engagement through the process of developing the Update Comprehensive Plan which will be led by the consultant team and City staff including the City Manager and the Director of Planning and Economic Development.
1. Development of Draft Comprehensive Master Plan- the consultant team will put together a draft Comprehensive Plan to be reviewed by the City, Project Steering Committee, and public for comments.
1. Development of Final Comprehensive Master Plan incorporating input from the draft.
1. SEQRA Review- Prior to adoption of the Plan by Corning City Council, the City will conduct a SEQRA review with the City Council serving as lead agency. Comprehensive Plans are Type 1 actions under SEQRA. The consultant selected will assist with preparing
1. A Public Hearing must also be held prior to adoption of the updated Comprehensive Plan.
1. Adoption of Plan by the Corning City Council
1. Grant and Project Close-out- A portion of the City's in-kind staff time will be dedicated to grant and project close-out performed by the Director of Planning and Economic Development.

Q_3460 Are you applying to multiple sources through the CFA for this project? If yes, please break down the work proposed under each grant for which you are requesting funding. If you do not receive funding from all sources requested, will your project still be viable? What is your strategy for proceeding with reduced funding?

No, the City of Corning is not applying to other sources through the CFA for this project. If reduced funding is received, the City will see what additional sources may be able to assist or whether the project can still be completed with reduced funding. If funding is not received, the City of Corning will look to future rounds of funding for assistance.

Q_1434 Describe the administrative structures in place to administer the requested grant. Identify individuals who will be responsible for specific tasks, such as contract and grants administration, fiscal accounting, and project management. For those managers and professionals already hired, describe their qualifications. Summarize consultant selection process and schedule, noting whether it is completed, underway or proposed. For future hires, describe qualifications sought and procurement/hiring method.

The City of Corning has a City Manager form of government. The City Manager (Mark Ryckman, MPA) serves as the Chief Executive Officer (CEO) and was the City Manager when the City of Corning went through its last Comprehensive Plan process. He will be co-chair the Project Steering Committee with the Mayor. The City Manager is responsible for hiring consultants for projects. The Director of Planning & Economic Development (Jennifer Miller, MPA), will be responsible for contract and grant administration for the project. She will serve as staff support for the consultant team and the Steering Committee.

The City of Corning also has a well-established Finance Department which reports directly to the City Manager. The department is well versed in helping to track and administer Federal, State, and foundation grants. The Finance Director (Kathy Kruger) will be responsible for the fiscal accounting for the project and will work closely with the Director of Planning & Economic Development as the Director of Planning & Economic Development reviews consultant invoices and processes grant reimbursement requests.

The City of Corning is experienced at hiring and managing consultants. A Request for Proposals has been drafted for this project which will be shared with the NYS Department of State shall grant funds be awarded for this project to make sure that it incorporates the project work plan. The City has utilized the Contract Reporter, local newspaper, and website to advertise the Request for Proposals. Additionally, the City will perform direct outreach to MWBE firms as well as include MWBE goals in the RFP. The City would put together an internal committee to review proposals and will likely interview top respondents. The City anticipates being able to bring on a consultant by spring-early summer 2022.

Q_1575 Describe and document how the budget includes adequate detail for all project components involved, is cost-effective, presents necessary and realistic costs, and does not contain extraneous expenses.

The City of Corning has based its budget upon staff experience with having Comprehensive Plans and similar planning documents developed. It is the City's practice to issue a Request for Proposals which will be reviewed by a team of individuals and likely will result in consultant interviews before selecting the preferred consultant.

Q_12256 The Smart Growth Comprehensive Planning grants may be used for up to 90% of the total eligible costs of the project. Successful applicants will be required to provide the remaining 10% of the project cost. Describe the amount of local match that will be required and identify the source of those funds.

The City of Corning will commit \$30,000 of cash match for this project. The funding source is the City's General Fund which can adequately support this expenditure. The City will also be matching grant funds with in-kind which will consist of the Planning and Economic Development Director's time dedicated to this project estimated at \$10,000.

Q_1572 Describe and document how the budget and costs were determined.

The City of Corning previous comprehensive planning process in 2002 cost approximately \$200,000. Since much of the structure of the community profile analysis is already complete and the City has recently completed an Economic Development and Park Strategy, this project will provide for a plan update at \$110,000. Additionally, the City has reviewed the cost of similar planning processes and feels as though the project budget is reasonable.

Smart Growth

Smart Growth Questions: The NYS Smart Growth Public Infrastructure Policy Act requires that a project meet the relevant smart growth criterion to the extent practicable. Please respond to the questions below regarding smart growth criteria.

Q_1059 Does the proposed project use, maintain, or improve existing infrastructure? Y/N/Not Relevant. Please explain all responses.

Yes, the City of Corning's Comprehensive Plan Update will look to support projects that use or improve existing infrastructure. The project is anticipated to identify and prioritize infrastructure needs and improvements for the next twenty (20) years.

Q_1060 Is the proposed project located in a municipal center? Y/N/Not Relevant. Please explain all responses.

Yes, the municipal center is included within this city-wide comprehensive plan. The City of Corning is considered a regional center on the eastern end of Steuben County.

Q_1061 Is the proposed project located in a developed area or an area designated for concentrated infill development in a municipally approved comprehensive land use plan, local waterfront revitalization plan and/or brownfield opportunity area plan? Y/N/Not Relevant. Please explain all responses.

The proposed project covers the City of Corning which is a developed area. It is anticipated that the Comprehensive Plan update will also look at the potential for concentrated infill development. Although the City of Corning does not have a current local waterfront revitalization plan, the Chemung River flows through the city, which is one of the state's major rivers which connects to the Chesapeake Bay. Additionally, although Corning does not have a brownfield opportunity area plan, the existence of brownfields sites within the City will be included in this plan update.

Q_1062 Will the proposed project protect, preserve and enhance the State's resources, including agricultural land, forests, surface and groundwater, air quality, recreation and open space, scenic areas, and significant historic and archeological resources? Y/N/Not Relevant. Please explain all responses.

Yes, the City of Corning is proud of its scenic areas, recreation and open space, and historic resources and will look to protect, preserve, and enhance them through the comprehensive planning process. Incorporating smart growth principles in the planning has the ability to look at green infrastructure and green infrastructure programs to further these goals, especially when it comes to stormwater management. This City of Corning has actively participated in the Chesapeake Bay Clean-Up initiative through significant updates to its Waste Water Treatment Plant and education to the public and business community.

Q_1063 Will the proposed project foster mixed land uses and compact development, downtown revitalization, Brownfield redevelopment, the enhancement of beauty in public spaces, the diversity and affordability of housing in proximity to places of employment, recreation and commercial development and the integration of all income and age groups? Y/N/Not Relevant. Please explain all responses.

Yes, the Comprehensive Plan update will foster all of the aforementioned elements that are a key part of smart growth. Mixed land uses and compact development will continue to be fostered particularly within the City of Corning's commercial corridors and downtown. Downtown revitalization will also continue to be fostered as it was in the previous Master Plan, with particular attention to Bridge Street and identifying future infrastructure improvements. Not unlike many communities, the City of Corning has challenges related to the redevelopment of brownfields. Many of these sites remain vacant and under-utilized and this comprehensive plan update will assist in developing long-term strategies for these sites as well as providing a foundation for potentially seeking additional resources to assist with brownfield redevelopment. The City of Corning completed a Parks Strategy in 2020 which will be incorporated into this plan, however there are other public spaces, for example gateways and the City's northside commercial district that could benefit from enhanced beautification efforts. Lastly, the diversity and affordability of housing in proximity to places of employment, recreation, and commercial development that integrates different income and age groups will be examined. A Housing Strategy was completed in December 2014 which led to the creation of a Corning Housing Partnership, however through the Comprehensive Plan update process, the City would like to update the housing data to assist with updating housing goals and strategies.

Q_1064 Will the proposed project provide mobility through transportation choices including improved public transportation and reduced automobile dependency? Y/N/Not Relevant. Please explain all responses.

Yes, it is anticipated that the updated Comprehensive Plan will lead to increased community discussion and consensus around improving public transportation and reduced automobile dependency. This important discussion started with the development of the 2002 Comprehensive Plan which led to the creation of a Public Transportation Center. The City of Corning's 2002 Comprehensive Plan did not include things such as bike share programs or scooters. The updated Comprehensive Plan will look at ways that our community can better serve a range of users, including pedestrians, bicyclists, transit riders, and vehicles. It is important to note that the City of Corning received a Local Government Efficiency Grant in 2019 to look at consolidating the City of Corning and Steuben County's public transportation programs. It is likely that these two projects will intersect and while the LGE project will be underway, there can be synergy between the two projects.

Q_1065 Will the proposed project involve coordination between state and local government and inter-municipal and regional planning? Y/N/Not Relevant. Please explain all responses.

Yes, this project will involve coordination between state, local government, inter-municipal, and regional planning. The City of Corning will involve the New York State Department of State as the agency administering the funds. There will be coordination with Steuben County, particularly, the Steuben County Planning Department, and the City's Planning Commission will also be engaged in this project.

Southern Tier Central Regional Planning and Development Board will be engaged as a regional stakeholder. There are on-going regional planning initiatives that are either underway or proposed for the next year that will be incorporated into the City of Corning's efforts to update its Comprehensive Plan. Currently STC is utilizing federal CARES Act funding administered by EDA to complete a COVID-19 Recovery Plan. The City's Director of Planning and Economic Development serves on the Economic Development Policy and Strategy Committee and information obtained as part of this regional planning effort will be able to be used for the updated Comprehensive Plan. Steuben County in partnership with Southern Tier Central Regional Planning and Development Board are partnering on a DEC Climate Smart Communities grant that will include a local government greenhouse gas emissions inventory, county-wide vulnerability assessment, and a Steuben County Bicycle and Pedestrian Master Plan. The City of Corning will be a stakeholder for both of these additional projects and will use both projects to inform the development of its updated Comprehensive Plan.

Q_1066 Will the proposed project involve participation in community based planning and collaboration? Y/N/Not Relevant. Please explain all responses.

Yes, the development of an updated Comprehensive Plan will involve community-based planning and collaboration. There will be a Steering Committee formed to help guide the City and the selected consultant on the plan. Additionally, a public outreach plan will be developed that will enable opportunities for City of Corning residents and stakeholders to be engaged in the process. It is anticipated that there will be community informational meetings and visioning workshops as part of the project.

Q_1067 Will the proposed project ensure predictability in building and land use codes? Y/N/Not Relevant. Please explain all responses.

Yes, an updated Comprehensive Plan will ensure the predictability in building and land use codes. The Comprehensive Plan will focus on immediate and long-range protection, enhancement, growth, and development of the community. An updated Plan will provide the basis of land use controls and will guide future amendments to land use codes. The incorporation of clean energy and sustainability will also ensure predictability in this area of development.

Q_1068 Will the proposed project promote sustainability by strengthening existing and creating new communities which reduce greenhouse gas emissions and do not compromise the needs of future generations, by among other means encouraging broad based public involvement in developing and implementing a community plan and ensuring the governance structure is adequate to sustain its implementation? Y/N/Not Relevant. Please explain all responses.

Yes, the City of Corning sees the development of an updated Comprehensive Plan as a way to promote sustainability and exploring ways that the City can meaningfully reduce greenhouse gas emissions. The City is eager to research alternative energy sources and supply structures such as Community Choice Aggregation to reduce greenhouse gas emissions while controlling the cost to consumers. As part of this comprehensive planning process, the City will actively engage youth groups to ensure they participate in developing the future vision and environmental solutions for the community which they will ultimately inherit. The Mayor of Corning plans to have at least one youth representative on the Steering Committee for this project.

Certification

General Certifications

Q_1037 By entering your name in the box below, you certify and agree that you are authorized on behalf of the applicant and its governing body to commit the applicant to comply with the requirements of Article 15-A of the New York State Executive Law: Participation By Minority Group Members and Women With Respect To State Contracts by providing opportunities for Minority-owned Business Enterprise (MBE)/Woman-owned Business Enterprise (WBE) participation. You further certify that the applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

Mark L. Ryckman

Q_1038 By entering your name in the box below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving assistance for the project described in this application, are true, correct and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

Mark L Ryckman

Q_12325 By entering your name in the box below you are submitting an application under the Environmental Protection Fund Smart Growth Comprehensive Planning Grant, and hereby certify that all components of the requested Total Project Cost are reasonable and necessary for the conduct of the proposed project and that prudent analysis has been undertaken, as outlined below, to insure that all costs are consistent with current prevailing costs for such goods and services in the geographic area that will benefit from the project.

Mark L Ryckman

Net New Jobs

No job answers necessary due to your associated programs.

Qualified Investments

No investment answers necessary due to your associated programs.

Total Project Cost

Total project cost: \$ 120,000

Funding Requested from Program

| Program | Amount Requested |
|---|------------------|
| Smart Growth Comprehensive Planning Grant Program | \$ 80000 |

Program Budget

Smart Growth Comprehensive Planning Grant Program

| Use | Source | Status | Amount | Indicate Source / Comments |
|----------------------|---------|-------------|---------|--|
| Contractual Services | State | In Progress | \$80000 | Smart Growth Comprehensive Planning Grant Program |
| Contractual Services | Local | Secured | \$30000 | City of Corning General Fund |
| Salaries and Wages | In-Kind | Secured | \$10000 | City of Corning in-kind contribution to the project. |

Attachment Questions & Answers

Smart Growth Comprehensive Planning Grant Program

Smart Growth Comprehensive Planning: Type of Applicant

Q_12267 Please select the category that describes the primary applicant from the list below to identify attachment requirements based on applicant type. Refer to the scoring tips for more information and definitions.

Municipality

Smart Growth Comprehensive Planning: EPF Smart Growth Budget Summary & Detail

Q_12238 Complete a DOS Budget Summary & Detail table to demonstrate eligible costs (see scoring tips).

[smart-growth-budget-summary-and-detail- City of Corning.pdf](#)
[Download](#)

M/WBE Compliance Form

Q_12239 Applicants are required to submit the MWBE Compliance Form with their application confirming their understanding of the MWBE requirement and agreeing to show due-diligence and make good faith efforts to provide meaningful participation by MWBEs, whenever possible, if awarded the contract. The MWBE Compliance Form is available at <https://dos.ny.gov/funding-bid-opportunities>.

[City of Corning-MWBE compliance form.pdf](#)
[Download](#)

Resolutions

Q_12240 Attach resolutions, municipal agreements, executed Intermunicipal Agreements or other items to the submission to help illustrate support for the application/project .

[City of Corning Resolutions Supporting Smart Growth Application.pdf](#)
[Download](#)

Q_12241 Please provide Letters of Support for your project (if applicable). All letters should be scanned into a single PDF file and their total size cannot exceed 30 Megabytes (MB).

[City of Corning- Smart Growth Letters of Support- Submission.pdf](#)
[Download](#)

Legend

[x] = Expired Program