



Proposal for | Land Use Planning Study





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Land Use Planning Study



04.24.2023

Contact

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April 24, 2023

Ms. Ronnie Shatzkamer
Village Administrator
Village of Flower Hill
1 Bonnie Heights Road
Manhasset, NY 11030

Re: Proposal for Land Use Planning Study

Dear Ms. Shatzkamer:


H2M architects + engineers (H2M) is pleased to submit its proposal to prepare a land use planning study for the Village of Flower Hill. As you know, H2M has been providing GIS services to the Village since 2019. We also have an in-house land use planning team that is excited at the prospect of working with the Village. H2M's Planning Department is made up of a close-knit group of planners whose mission is to make great places and spaces. We provide our clients with direction to seize opportunities and to remove obstacles that get in the way of solving the complex land use problems facing communities today. We craft plans, policies, codes, and regulations that provide clear intent and strategies to achieve community visions, and to get projects done. H2M has extensive experience working with almost every town on Long Island as well as many villages throughout Nassau and Suffolk counties. Please review our client listing which can be found in Tab 2 of our proposal.

H2M's Christopher M. Kobos, PMP, will serve as the Client Manager for the Village. Mr. Kobos is familiar with the Village's ongoing projects and will be available to answer any questions related to this project. He will work closely with H2M's Land Use Planning Department Manager, Sanyogita (San) Chavan, P.P., AICP, who will serve as the Project Manager for all meetings and be responsible for all work associated with the position. She will be assisted by H2M's Planning Department personnel as needed. San offers more than 20 years of experience providing professional planning services to municipalities throughout New York and New Jersey. Her municipal experience encompasses all aspects of land use planning, with a clear understanding of the applicable ordinances having prepared numerous land use planning studies and zoning ordinances.

We at H2M take pride in our deep knowledge of planning and immerse ourselves in the communities where we work to best understand the challenges, opportunities, and potential. We look forward to the opportunity to serve the Village in the planning and implementation of the Village's planning needs. If you have any questions on our qualifications, please feel free to contact Ms. Chavan at (862) 207-5900 ext.2285, or schavan@h2m.com. Thank you for your consideration.

Very truly yours,

H2M architects + engineers


Patricia DelCol
Vice President | Municipal Market Leader


Sanyogita Chavan, P.P., AICP
Practice Leader | Land Use Planning



Project Understanding and Approach

Project Understanding

H2M is pleased to provide our proposal to develop a new and innovative planning study to reexamine zoning for existing residential zones to prevent overdevelopment of large areas. Our approach is designed to be responsive, innovative, and considerate based on our deep knowledge and understanding of the land use process and deep understanding of municipalities and public involvement. H2M is a full-service architecture, engineering, and planning firm with a long running and committed relationship providing unmatched service to various municipalities in the tri state area.

The Village of Flower Hill is a 1.61 square mile village located within the Town of North Hempstead in Nassau County. The Village is located 25 miles east of Manhattan. The Village is walkable, and residents can utilize the pedestrian path from Manhasset Woods Road to Flower Hill Park or explore the new Flower Hill Historic Trail, which is made up of seven routes, 52 miles total. Penn Station is accessible via the Long Island Rail Road (LIRR) via a short drive to the Plandome, Manhasset, and Port Washington stations, all of which are part of the LIRR's Port Washington Branch. The Long Island Sound, specifically Manhasset Bay, is located about two miles to the west of the Village. H2M has extensive experience providing planning consulting services to numerous shore communities including the Town of Smithtown. In fact, the Comprehensive Plan for Smithtown won New York's 2022 Engineering Excellence Award (EEA).

The Village's Zoning Map was last revised in 1999, designating the 11 districts that currently exist. Of these districts, seven are designated as residential. As a result, the Village generally sees minimal development projects due to limited vacant land being available, with the primary development type being single-family homes. As there have been few land use changes over the last 40 years, conducting this land use planning study is essential to prevent overdevelopment. This study will serve as a comprehensive guide for rezoning the residential zones that contain the five parcels indicated in the RFP, and any other appropriate parcels identified throughout the consultation. The residents and businesses enjoy an excellent



“H2M has extensive experience providing planning consulting services to numerous shore communities”

quality of life, and the Village is a close-knit community that takes pride in its history. Development decision making through strategic zoning is a way to recognize these strengths as assets, and a chance to identify new opportunities to further improve, while maintaining the character of a community people have already found desirable. H2M recognizes that the Village of Flower Hill has concerns for overdevelopment, and as a result, any development or redevelopment should be mindful of the community character and the characteristics of why people wanted to live in the Village in the first place.

Our Approach

Communities change over time, sometimes by purpose and planning, and sometimes by the force of the market or demographic shifts. The importance of planning is to establish a foundation as to how Flower Hill can and should change in thoughtful and appropriate ways. At the same time, every community has assets that should be protected from change, and places where things are generally consistent with the vision of the Village but need to be improved. At H2M, we take a three-pronged approach when planning communities – Preserve, Enhance, and Evolve.

- **PRESERVE** - This strategy acknowledges that in some cases, significant change is not desirable. Any planning study should reflect the principle that not only should these places be recommended against wholesale change---but should be protected from it.
- **ENHANCE** - At the same time, there are areas where buildings, streets, parks, and community facilities generally reflect the goals of a community, but need to be enhanced with more transportation options, better facade treatments, a more enjoyable public realm, or more modern offerings and/or amenities.
- **EVOLVE** - Finally, there may be areas where a community has a greater chance to evolve, or land uses changed to reflect modern economic trends, or opportunities to connect open space and recreational facilities.

Our approach gets to the heart of the matters, and importantly, we seek to engage in meaningful dialogue with participants to make sure that the plan is reflective of the community.

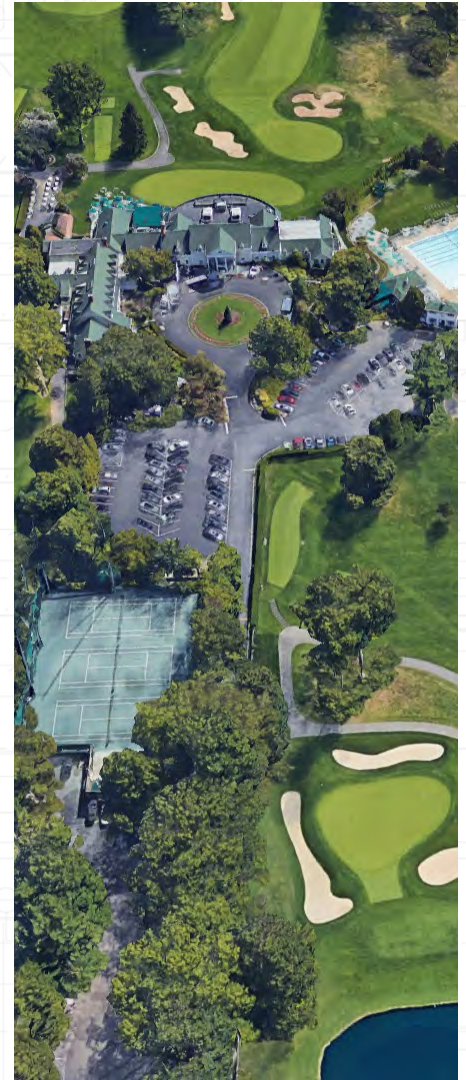
Through a comprehensive community engagement strategy that engages all stakeholders, in combination with plan review, field analysis, and knowledge of the Village, H2M will bring to the forefront the most pressing planning issues facing the Village of Flower Hill, more specifically regarding the targeted areas and provide implementable strategies to address these issues.

Scope of Work

► Task 1: Project Management

The key to a successful planning project requires a strong project management approach, and H2M has a proven formula to ensure that products are delivered on time, on budget and with the high quality of work expected by our partner clients. At the outset of the project, our Project Manager will coordinate with the Village of Flower Hill to schedule a kickoff meeting.

Key personnel from the H2M project team will attend the meeting. The purpose of the kickoff meeting will be to review and agree upon the overall scope of work, review and refine the project schedules and key milestones, and other key items identified in our proposal. Ahead of the meeting, we will send a comprehensive list of data that would



be desired by the project team for the study as well as any plans, zoning ordinances, etc. that are not readily available online. Our Project Manager will submit a written meeting summary of the kickoff meeting, detailing key points of discussion and action items that need to be conducted as a result of the meeting discussion.

Consistent communication is critical for project success, to maintain the project schedule and ensure work product is being developed as expected. The H2M Project Manager will be available to discuss project status on a bi-weekly basis (via conference call) to ensure the project remains on track and within budget. In addition, we will submit notes from the meeting and address how H2M will address any items of concern or require further action. H2M uses Cisco WebEx format with our clients, so that we can share documents, webpages, maps, etc., and discuss them together, knowing all parties are looking at the same materials. This approach minimizes project travel times and expense and maximizes budget for the study's efforts. It is also typically more convenient for busy people to set aside time for conference calls focused on a specific topic.

We will report and invoice monthly as agreed to in the terms of the contract. For each invoice, we will prepare and submit a progress report and a progress schedule indicating the percentage of work complete that corresponds to the invoice. The progress reports will include all active and completed tasks and will indicate the percent of work complete (total and by task), work and submittals completed since the last invoice and to be performed in the next billing period, meetings, actions/decisions required by the Village, and the status of the schedule and budget.

Task 1 Project Management Technical Equipment

- » Cisco WebEx
- » Newforma

Task 1 Deliverables

- » Agenda and notes from kick-off meeting
- » Monthly invoices and progress reports

► Task 2: Village and Public Input

H2M has worked with many of our clients to conduct successful community engagement with impactful messages that resonate with both the public and other stakeholders. Rather than work with a set formula, our public engagement campaigns have used a variety of innovative tools and technology appropriate to the audience and message. Our unique approach, ranging from "high touch" to "high tech" effectively engages community audiences, fosters project interest, encourages community consensus, and furthers project approval. Our commitment and dedication to effective public outreach has helped us identify a series of lessons learned that we apply to all of our projects.

One of the keys to a successful project and public engagement program is to match the type of public involvement with the context and complexity of the decision that needs to be made or project to be implemented. Successfully targeting the type and level of public participation to the need can reap significant benefits in cost savings, timely project implementation, prevention of conflict, and community satisfaction. Working with the Village, we will draw upon our expertise utilizing a variety of traditional and contemporary outreach tools to engage the project stakeholders so that varied audiences can be served effectively, and our campaign can maintain flexibility for any situation.

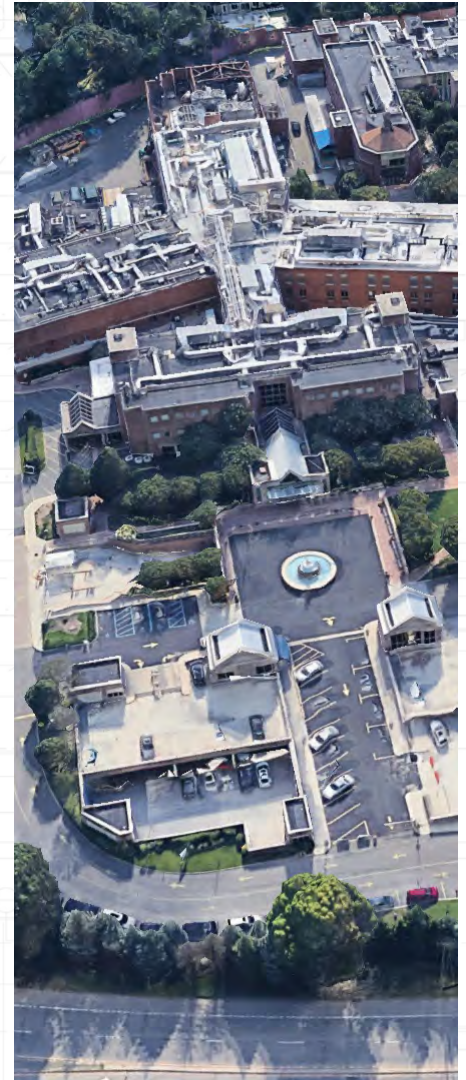
At H2M, we pride ourselves on our ability to communicate through use of 'newer' outreach tools such as social media, as well as traditional written methods including

newsletters, FAQs, and fact sheets. Not only do these newer tools (i.e., Instagram, Twitter, Facebook) offer an opportunity to reach broader markets (particularly the younger demographic), but they also provide an ability to gain valuable insight into the public, communities, agencies, and stakeholders we are trying to engage by monitoring activity on existing websites, blogs and social media accounts. Regardless of the tools employed or the audiences we are engaging in, we understand the message must be clear, in plain language, consistent, and comprehensive.

- A. Village Board** - H2M will consult with Village representatives and/or designees over the course of the study. At three regularly scheduled Village Board meetings, we will present on the progress and interim results of the study. The fourth meeting will be to present the final report to the Board.
- B. Staff Input** - During the course of the study, H2M will meet or contact Village staff to obtain necessary information for the Inventory and Analysis in Task 3. H2M Team will conduct informational interviews with departments such as public works, police, and fire, as well as key Village consultants. We will conduct these meetings through one of our virtual platforms.
- C. Steering Committee** – We recommend establishing a Steering Committee. We recommend that this consist of a member from the architectural review committee, Village staff member, board of appeals, a board of trustee member, and a stakeholder. It is recommended that the Steering Committee contains a maximum of five members. H2M will work with the Village's Steering Committee to maintain communication on the status of the study, exchange information, prepare for public meetings, and obtain local input. We will schedule three meetings directly before a public input meeting, and another three will take place at regularly scheduled intervals during the study. We recommend that these be conducted virtually.
- D. Identify Stakeholders** - A critical first step in community engagement is identifying the populations you want to reach. Residents are critically important, but there are many other stakeholders in the Village that can play an active role for their organization in the planning process and be leveraged to reach a wider array of people. This includes the property owners of the five lots. We anticipate conducting interviews with the property owners and/or their representatives. This will enable us to provide a greater understanding and put forth a Planning Study that can be implementable and supported by the major stakeholders.
- E. Public Input Sessions** - H2M will plan, organize, and staff three public input meetings. Early in the project, we will work with the Village to identify dates and times that are convenient for the Village. We anticipate these workshops being located at Village Hall, though other locations may be a possibility. In addition, we will develop flyers to advertise the workshops that can be distributed by the Village and its stakeholders.

We recommend an open house format that includes a brief presentation along with interactive exercises and information stations. This allows for people to drop in when their schedule permits and helps keep the meeting engaging. The interactive exercises allow participants to interact with the project team on a one-on-one or small group basis. When preparing for the workshops, H2M will identify the project goal(s) for the workshops (gathering information, educating about the project, asking people to prioritize recommendations, etc.) and then structure the activities around achieving those goals while working toward an overall goal to keep the meeting fun and have participants leave feeling their voice was heard, their time was well spent, and they would be interested in attending future meetings. We anticipate the meetings following the following structure based on project schedule:

- » Meeting #1 – Introduce the study, discuss initial observations, and obtain input
- » Meeting #2 – Present preliminary recommendations and obtain feedback



- » Meeting # 3- Present draft plan and recommendations, following initial feedback

Advertisements for all the public input meetings will use the municipal website, Facebook ads, Twitter feeds and Instagram posts. The goal is to provide the opportunity for all age groups to present their opinions.

► Task 3: Planning Study

A. Introduction – H2M will provide an introductory section to the planning study establishing the purpose of the study, the Village's planning goals, and establish the basis for the study's analysis

B. Study Area Boundary – H2M will define and map the study area boundaries to provide a geographic framework for the planning study's discussion. These areas, as listed in the RFP are:

- **North Hempstead Country Club** – 18-hole golf course and country club on approximately 115 acres in the R-1 Residence District, which permits single-family homes on one-acre lots; this property is connected to municipal sanitary sewers
- **Vincent Smith School** – 3.1-acre private school campus in the R-2 Residence District, which permits single-family homes on 22,000-square foot lots
- **St. Francis Hospital** – approximately 15 acres in the H-1 (Hospital) District; this property is connected to municipal sanitary sewers. There have been indications that the Hospital has outgrown its existing campus and is seeking to expand, potentially including a request for increased height and/or the acquisition and use of adjacent single-family residential parcels.
- **DeStefano Property** – waterfront parcel on Shore Road containing a commercial use in the R-7 Residence District, which permits single-family homes on 7,500-square foot lots
- **Elderfields Preserve** – +/- Four-acre County owned property

C. Review Existing Materials – As an important initial step to preparing the Planning Study, we will collect and review several planning documents that have significance to the Village of Flower Hill. The information includes:

- **Comprehensive Plan and Planning Studies** - H2M will review the existing Village Comprehensive Plan, providing a list of specific and general recommendations from these documents. In addition, H2M will review state and regional plans such as the 2030 Nassau County Comprehensive Plan, Nassau County Hazard Mitigation Plan and the New York Metropolitan Transportation Council's Regional Transportation Plan 2045 will be reviewed. While these plans hold no statutory authority, they provide guidance on regional initiatives and goals, which may be leveraged for technical and financial support when the Village's planning goals are aligned.
- **Existing Zoning** - H2M will detail existing zoning, especially as it relates to the five properties noted above. We will identify permitted business uses and those that require special permits. We will describe the types of uses/standards in the zone districts of the said properties and its vicinity.
- **Demographic Environment** - Using the most recent Census data (likely one-year estimates or five-year average estimates from American Community Survey), we will develop a demographic profile for the Village to include population, ethnicity, age, and income levels, journey to work data, and other relevant information. Where possible, we will provide demographic maps.

- **Socio-economic Factors** - We will inventory and describe school districts, taxing districts, tax rates, any special districts, and allocations. Any publicly available job data will be provided in this section.
- **Community Character** - H2M will inventory and describe the existing character of the Village relative to overall appearance and viewsheds, architectural elements, landscapes, lighting, signage, and aesthetics. We will map key examples of the character with photographic imagery.
- **Cultural Resources** - Any rezoning initiatives will consider the Village's historic resources. This is especially pertinent as Vincent Smith School, North Hempstead Country Club and St. Francis Hospital have been identified in the Flower Hill Historic Trail – Main Route Guidebook.
- **Natural Resources** - We will inventory, describe, and map the Village's topography, geologic conditions, water resources, and ecological resources based on observations and publicly available data.

Apart from the studies mentioned in subsection C, the H2M team will review infrastructure conditions and physical conditions. At this time, we will begin to develop the necessary base maps which will be used to record existing conditions.

In addition, H2M will review and analyze local development trends over the past five years using methods such as: researching requested and granted variances; reviewing land use approvals; and interviewing Village planning professionals and staff as noted within Task 2.

D. Analysis - Using the information collected in Task 2 (Village and Public Input) and information from Task 3, we will conduct an analysis of the primary study area based on the following tasks in the RFP.

- **Existing Conditions Buildout Model** - We will provide a spreadsheet model analysis on the "maximum" redevelopment potential based on existing zoning ordinances.
- **Comprehensive Plan and Planning Studies Evaluation** - Using our documentation from Task 3, we will develop a statement on how the sites could potentially be redeveloped according to the Village's vision and to prevent over development of the sites.
- **Utility/Service Provider Analysis** - We will meet with relevant service and utility providers to determine the Village's and other district's ability to support growth in service demands resulting from the maximum buildout. We will use the existing zoning as the baseline for growth and identify what these providers will require to support growth. This will enable us to ascertain if there are any deterrents to overdevelopment because of limitations in utility and services. This will provide us with a foundation in providing recommendations to address any challenges to prevent overdevelopment.
- **Transportation, Pedestrian, and Parking Review** - During our field visit, we will document existing traffic circulation, restrictions, pedestrian flow, and parking. We will identify factors that inhibit mobility and affect safety. This review will be a more qualitative high-level discussion and not include quantitative analysis. Should the Village desire a traffic study then H2M will provide a separate scope for that.

E. Issues and Opportunities – We will conduct a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis based on the results of Tasks 2 and 3. This will provide us with a framework for recommendations.

F. Recommendations - Based on the results of the SWOT analysis, H2M will develop a series of recommendations. It is expected these recommendations will

be general and specific to the primary study area, identifying a series of potential planning tools and identifying how these can be used to solve an issue and/or address an opportunity, recommendations related to the framework of subjects completed in Task 3E. These recommendations will provide planning and zoning solutions that support rezoning to encourage appropriate development that will continue to provide ratables to the Village, mitigate impact on the environment and local services, and maintain the character of the Village.

Where appropriate, we will map these recommendations. In addition, H2M will identify potential grants at the state and federal levels to assist in the funding of these recommendations. We will use graphics to enhance visual understanding of recommendations.

► Task 4: Final Report

H2M will prepare a draft version of the Final Report in Microsoft Word. Upon completion, the comprehensive draft of the study will be submitted to the Steering Committee for review and comment. The draft report will bring to the forefront the issues facing these sites and offer recommendations to rezone appropriately to prevent overdevelopment of the sites. The plan will be prepared in a narrative format with supporting maps, photos, and graphics to clearly convey the principles and policies.

Following review and comment by the Village, the H2M Team will revise the document to reflect the comments provided by the Village or other stakeholders. The final plan will be formatted into Adobe InDesign to provide a graphically rich and reader-friendly experience for use and distribution by the Village. This version will undergo the SEQRA review, if required, and we understand the potential for revisions based on feedback from the environmental review. This proposal anticipates one revision. H2M will provide an amended scope for any additional revisions or services outside of this scope.

► Task 5: State Environmental Quality Review Act (SEQRA) Compliance (Optional)

The SEQRA (6 NYCRR Part 617) mandates that municipalities consider the environmental impacts for all discretionary decisions. While preliminary planning studies are Type II actions under SEQRA requiring no further environmental review, adopted land use plans and/or rezoning actions are subject to SEQRA. In anticipation of the Village's intent to adopt this study as an actionable land use plan, H2M proposes the following SEQRA services.

H2M proposes to prepare an Expanded Environmental Assessment (EEA) to fully consider the potential environmental impacts of the recommendations of the planning study. It is anticipated that the SEQRA consultant team will work in close coordination with the Village of Flower Hill Board of Trustees, who will be serving as SEQRA Lead Agency. The adoption of a municipality's land use plan is a listed Type I Action under SEQRA, requiring the preparation of a Full Environmental Assessment form and a determination of significance. H2M anticipates that all environmental concerns will be adequately addressed in the EEA, allowing for the preparation of a negative declaration.

H2M proposes to complete the following deliverables to facilitate the SEQRA process:

- Full Environmental Assessment Form (FEAF Part I) with Expanded EA
- Notice of Intent to Declare Lead Agency
- FEAF Parts 2 and 3 with Negative Declaration

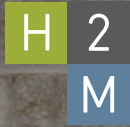


The proposed Expanded EA will address the following areas:

- Land use and zoning
- Visual Resources and Community Character
- Community Facilities, Services, and Open Space
- Historical and Archaeological Resources, including initial SHPO consultation
- Transportation and Parking
- Water and Wastewater Infrastructure
- Natural Resources

Assumptions & Exclusions

- We assume that the Village of Flower Hill Board of Trustees will serve as the SEQR lead agency.
- H2M proposes a coordinated review. Four (4) hours have been allotted for preparing responses to involved or interested agency comments submitted during the coordinated review, if any.
- Supplemental environmental assessment studies, geotechnical studies, traffic studies and analysis, environmental services, Environmental Impact Statements, permitting, and/or SEQR process support beyond the preparation of the FEAF Parts 1-3, Expanded EA, and initial SHPO consultation are not anticipated in this proposal. If requested, these services could be provided under a separate proposal for additional services; and
- One meeting to be held via virtual platform (Webex, Zoom, etc.) with the Village to discuss the SEQR approach and documentation is anticipated. Public hearings or meetings beyond the one included to review the SEQR documentation are not anticipated.
- Additional meetings will be billed hourly based on the included rate schedule.



Here at H2M, we value people.



H2M was organized in 1933 and founded on the principles of professional excellence, hard work, and integrity.

Practical Approach. Creative Results.

H2M is a multi-disciplined professional consulting, and design firm, proud of our long history of client service and consistent ability to meet tough architectural, engineering, and environmental challenges head-on. Since 1933, H2M has helped plan, design, and build many of our local communities: from water treatment facilities to firehouses, schools to road reconstruction, and Environmental Site Assessments (ESAs) to groundwater remediation. Since our early roots, our focus has remained steadfast: to provide quality service with sound judgment and serve our clients as an honest and professional resource. We offer a practical approach with creative results.

Our Staff

H2M prides itself on the breadth of its comprehensive in-house service capabilities. With a diverse staff of more than 500 planners, architects, engineers, scientists, surveyors, landscape architects, and technical support specialists, we offer our clients the benefit of a full “under one roof” consulting network.



65
Registered
Architects



103
Professional
Engineers



02
Registered
Landscape
Architects



07
Professional
Geologists



04
Professional
Planners



02
Professional
Land Surveyors



38
LEED
Accredited
Professionals



10
LEED
Green
Associates



06
Licensed Site
Remediation
Professionals

OPERATING PHILOSOPHY

MISSION

Our People

We commit to developing our people and rewarding hard work with growth opportunities in an inclusive professional environment.

Our Clients

We commit to being trusted advisors for our clients and delivering problem solving value and quality on every project.

Our Communities

We commit to creating thriving and healthy communities by giving of ourselves and developing sustainable solutions that benefit everyone.

VISION

We exist to improve the quality of life for everyone in our reach by empowering our diverse talent to sustainably solve the challenges of the built environment.

VALUES

We Stand as One H2M

Inclusive. Supportive. Collaborative.
No matter where you are.

We Challenge One Another

We show up curious and push boundaries.

We Do the Right Thing

Our character is built on doing what is right and ethical.

We Work Safely

We care for the lives of our people and their families.

We Own it

We hold ourselves accountable for team success and personal achievement.

We Embrace Diversity

We acknowledge and honor the fundamental value and dignity of all individuals.



H2M Services

Architecture

- Architectural design
- Comprehensive grant programs
- LEED design processes
- Interior design
- Removal of barriers to the handicapped
- Master plans and revisions
- Needs assessments
- Planning studies
- Building conditions surveys
- Restoration of historic structures
- Restaurant and kitchen design
- Zoning ordinance review
- Educational facilities design
- Assisted living facilities design

Civil/Site & Structural Engineering

- Roadway reconstruction and resurfacing
- Site plan design
- Street lighting
- Flood control and drainage
- Irrigation systems
- Sidewalks and curbs
- Storm drainage systems
- Water mains
- Local roadway study and design
- Subdivision design
- Streetscape design and improvements
- Parks, playgrounds, athletic fields
- Parking fields
- Highway planning studies
- Intersection design and improvements
- Visual impact analyses
- Resident engineering inspections
- Geographic Information Systems (GIS)
- Green infrastructure design
- Structural conditions assessments
- Structural building design
- Structural renovations/alterations
- Cause and origin investigations
- Retaining walls, bulkhead, and culvert design
- Storm hardening/resiliency
- Expert testimony

Construction Phase Services

- Inspection
- Shop drawing review
- Scheduling
- Construction administration
- Site safety plans
- Grant administration
- MWBE/SDVOB compliance
- Startup
- Commissioning
- Drone progress photos
- O&M manuals
- Utility coordination
- Response to RFIs
- Job progress meetings
- Prepare punch list
- Project closeout
- Record drawings

Environmental Services

- Air and water pollution control
- Hazardous waste management
- Hazardous materials storage design
- Waste minimization

- Environmental Impact Statements (EISs)
- Wetland delineation
- Environmental Site Assessments (ESAs)
- Environmental compliance audits
- Environmental permitting
- Site investigations
- Brownfield assessments
- Remedial investigations/feasibility studies
- Risk assessments
- Above and underground tank management
- Soil and groundwater remediation
- Soil vapor intrusion studies
- Regulatory compliance programs
- Industrial hygiene
- Indoor air quality
- CM/LBP/mold inspections and abatement
- Computer modeling
- Asbestos investigation and removal
- Geographic Information Systems (GIS)

Land Surveying

- Boundary and title surveys
- Topographical surveys
- Horizontal and vertical control surveys
- Hydrographic surveys
- Route surveys
- Subdivision planning
- Sanitary and drainage study maps
- Legal descriptions
- Construction layout services
- As-built surveys
- Architectural surveys
- Structural surveys
- Under-construction inspection surveys
- Easement survey and description

Landscape Architecture

- Tree inventory and assessment
- Tree mitigation
- Landscape design and restoration
- Conceptual site design
- Landscape planning
- Illustrative renderings
- Landscape architectural detailing
- Streetscape and urban design
- Parks and playgrounds design
- Campus landscape design
- Private estate and residential design
- Planting design
- Wetlands mitigation
- Green infrastructure

MEP Services

- Electrical systems design
- Feasibility and implementation studies
- Power supply
- Exterior and interior building services
- Closed-circuit television security systems
- Emergency power generation
- Site/systems and load evaluations
- Energy studies
- Site lighting design
- Fire and security systems
- SCADA systems
- Utility company rebates and incentives
- HVAC systems design
- Heat and cooling load analysis
- Steam systems
- Hydronics

- Heat recovery systems
- Chillers and cooling towers
- Laboratory ventilation systems
- Site/systems evaluations
- Feasibility/implementation studies
- Energy conservation
- Cost/benefit analysis
- Commissioning/testing

Planning

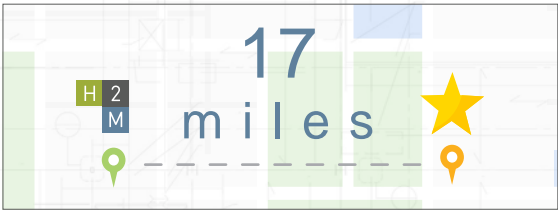
- Comprehensive Master Planning
- Parks, Open Space and Recreation Planning
- Environmental and Natural Resource Planning
- SEQRA and EIS Documentation and Process Support
- Community Visioning
- Zoning Ordinances and Analysis
- Redevelopment Studies and Plans
- Geographic Information Systems (GIS)
- Urban Design
- Design Guidelines
- Renderings
- Feasibility Studies and Conceptual Plans
- Downtown Revitalization
- Expert Private Testimony
- Municipal Board Representation

Wastewater Engineering

- Characterization/quantification of waste
- Treatment facility evaluation
- Scavenger waste facility design
- Outfalls and leaching systems design
- Chemical feed systems design
- Monitoring and control systems
- Nutrient removal treatment systems design
- Facility planning studies
- Wastewater treatment studies
- Wastewater treatment plant design
- Wastewater reuse design
- Standby power systems
- Sludge thickening, dewatering
- Sludge treatment, disposal
- Odor control
- UV and chemical disinfection systems
- Sewer system extension planning
- User cost analysis
- Sanitary sewer design
- Sewer rehabilitation studies and design
- Infiltration/Inflow evaluation
- Pump station evaluations and design
- Odor control
- Security systems
- Geographic Information Systems (GIS)
- Discharge monitoring reports
- Plant performance monitoring
- Preparation of O&M manuals
- Facility start-up and operations
- Groundwater/effluent monitoring programs
- Operator training
- Industrial pretreatment programs
- Prepare/revise sewer use ordinance

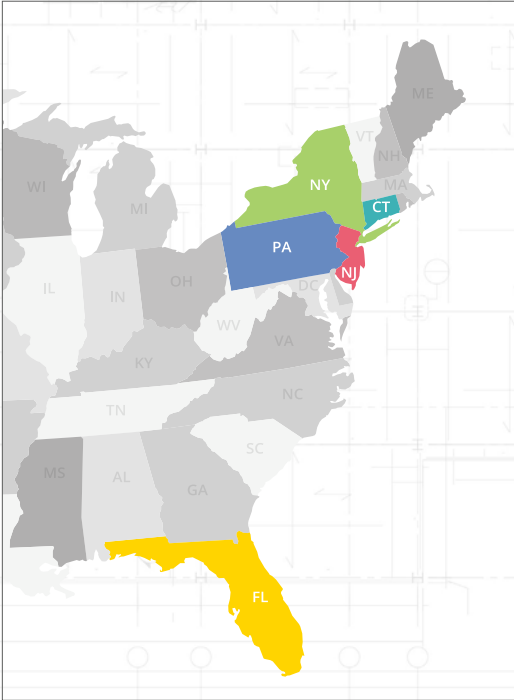
Water Engineering

- Supply well design
- Plant rehabilitation design
- Water treatment systems
- Water filtration systems design
- VOC removal treatment systems design
- Distribution system analysis and design
- Distribution hydraulic modeling
- Automated mapping/facilities mapping
- Storage tank rehabilitation/repainting
- Storage tank design
- Tank and coatings inspection
- Instrumentation and computer control designs
- Comprehensive groundwater modeling
- Geographic Information Systems (GIS)
- Aquatics and park design
- Public swimming pool design
- O&M programs
- Training programs
- Asset management



H2M Office Locations | New York Offices

Distance from our Melville, NY office to the Village of Flower Hill



- 538 Broad Hollow Road, 4th Floor East
Melville, NY 11747
- 230 West 38th Street, 14th Floor
New York, NY 10018
- 737 Roanoke Avenue
Riverhead, NY 11701
- 2 Executive Boulevard, Suite 401
Suffern, NY 10901

- 2700 Westchester Avenue, Suite 415
Purchase, NY 10577
- 433 River Street, Suite 8002
Troy, NY 12180
- 119 Cherry Hill Road, Suite 110
Parsippany, NJ 07054
- 4810 Belmar Boulevard
Wall Township, NJ 07753

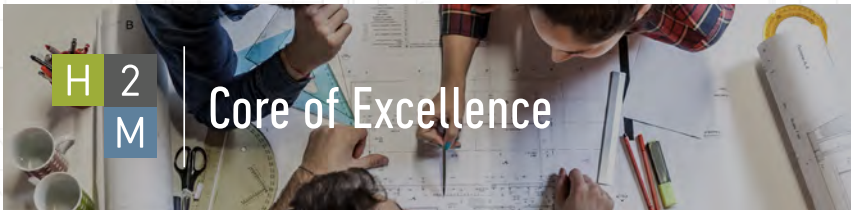
- 1250 Route 23 North
Butler, NJ 07405
- 360 Bloomfield Avenue, Suite 301
Windsor, CT 06095
- 880 SW 145th Avenue, Suite 106
Pembroke Pines, FL 33027
- 301 Grant Street, Suite 270,
Pittsburgh, PA 15219

“H2M” refers to H2M Architects, Engineers, Land Surveying and Landscape Architecture, D.P.C. and/or its subsidiary H2M Associates, Inc., and/or its affiliate H2M Architects & Engineers, Inc., as appropriate to the context. Each company’s professional resources are available to the others to the maximum extent permitted by applicable state laws. H2M will not practice, and should not be interpreted to be offering to practice, any professional service for which it and its cognizant employees are not properly licensed.

H2M Architects, Engineers, Land Surveying and Landscape Architecture, DPC (dba: H2M architects + engineers) is a NYS Design Professional Corporation. It maintains New York Certificates of Authorization to provide professional architecture, engineering, land surveying, and landscape architecture services.

H2M Associates, Inc. is a New Jersey business corporation. It is a wholly owned subsidiary of the parent company. It maintains New Jersey Certificates of Authorization to provide professional engineering, land surveying, and landscape architecture services.

H2M Architects & Engineers, Inc. is a New Jersey business corporation. It is an affiliate of the parent company, being under the ownership and control of a group of appropriately licensed officers of the parent company. It maintains New Jersey Certificates of Authorization to provide architecture and professional engineering services. It is also appropriately structured to maintain certificates of authority to provide architecture and professional engineering services in Connecticut, Delaware, Florida, Louisiana, Massachusetts, Pennsylvania, and Virginia.



The Core of Excellence is an H2M exclusive initiative that sets us apart from the competition with a focus on excellence and quality as a core element of our services. It's a firm-wide commitment to deliver excellence through innovative and best-in-class service to our clients, colleagues, and ourselves. H2M's Core of Excellence is comprised of five key components:

 QA/QC <p>We demonstrate our commitment to ensuring quality at the corporate level through our appointment of a full-time Director of Corporate QA/QC to lead the development, implementation, and oversight of H2M's Quality Management System (QMS). This commitment is further reinforced by established quality assurance team members who, independent of the project design team, assure that H2M's components of quality are incorporated. H2M's QMS is comprised of a combination of processes, tools and resources available to all H2M staff. These include Quality Control Checklists, established QA/QC communication channels, and templates all made accessible thorough H2M's comprehensive Project Management Framework.</p>	 SCHEDULING <p>We recognize the importance of timely project delivery and take great pride in our ability to quickly mobilize, assign staff, and complete projects on time. H2M developed a custom scheduling interface allowing for consistent data inputs from the entire firm on a bi-weekly basis. This is transitioning to a centralized scheduling database that allows real-time total team scheduling updates and awareness, allowing H2M to actively adapt our resources to meet the needs of even the most demanding project schedules. We can share detailed, easy to read graphic schedules with our clients, allowing them to always have their finger on the pulse of their project's timeline.</p>	 SPECIFICATIONS <p>Our focus and commitment to excellence and quality is further reflected in our Master CSI-based Specifications Library. A dedicated, full-time Specifications Manager oversees the continual development, standardization, and maintenance of our Master Specifications. H2M utilizes a cloud-based specification software platform that allows all users direct access to our Master Specifications Library to develop project-specific spec books. This process ensures that our project specifications include the latest updates in product data and reference standards.</p>
 BIM/CAD <p>Building Information Modeling (BIM) has revolutionized the A/E/C industry. By using intelligent 3-D digital models to generate our designs, H2M can achieve a higher level of quality, consistency, and efficiency in our production process, minimizing the potential for change orders during construction. We employ a full-time, dedicated, and independent team comprised of design professionals and BIM-CAD specialists whose primary responsibilities are to create, deploy, and maintain company-wide standards, templates, procedures, and workflows. Our adoption of BIM has been the single most important change in how we design and manage our projects.</p>	 SAFETY <p>Safety is essential at H2M. We employ a dedicated corporate health and safety manager within the Core of Excellence. H2M has established mandatory safety training and is actively implementing the Plan-Do-Check-Act methodology. By incorporating safety into our overall quality management systems, we ensure that all of our staff can get home safely each day and that we proactively respond to our clients' health and safety requirements.</p>	 CLIENT BENEFITS <ul style="list-style-type: none"> ★ Well-coordinated construction documents that reduce project change orders and minimize cost overruns ★ Consistent quality and proven performance ★ Optimized resource allocation to meet project demands ★ Increased compliance with the latest industry and regulatory standards ★ Enhanced project visualization via 3D modeling ★ Improved collaboration among all project stakeholders



Our Municipal Clients

Atlantic City Municipal Utilities Authority
 Borough of Allentown
 Borough of Bradley Beach
 Borough of Brielle
 Borough of Butler
 Borough of Caldwell
 Borough of Carlstadt
 Borough of Chatham
 Borough of Fair Lawn
 Borough of Fanwood
 Borough of Franklin
 Borough of Garwood
 Borough of Glen Ridge
 Borough of Glen Rock
 Borough of Hawthorne
 Borough of Highlands
 Borough of Highland Park
 Borough of Ho-Ho-Kus
 Borough of Lake Como
 Borough of Leonia
 Borough of Lodi
 Borough of Madison
 Borough of Manasquan
 Borough of Mantoloking
 Borough of Maywood
 Borough of Metuchen
 Borough of New Providence
 Borough of Norwood
 Borough of Pompton Lakes
 Borough of Prospect Park
 Borough of Ringwood
 Borough of Rockaway
 Borough of Sea Girt
 Borough of Spring Lake
 Borough of Spring Lake Heights
 Borough of Washington
 Borough of Woodcliff Lake
 Brick Township Municipal Utilities Authority
 Camden County Municipal Utilities Authority
 City of Ansonia
 City of Bayonne

City of Bridgeport
 City of Clifton
 City of Danbury
 City of East Orange
 City of Garfield
 City of Glen Cove
 City of Hackensack
 City of Hoboken
 City of Jersey City
 City of Kingston
 City of Long Beach
 City of Meriden
 City of New Haven
 City of New Rochelle
 City of New York
 City of Newark
 City of Orange
 City of Perth Amboy
 City of Plainfield
 City of Shelton
 City of South Amboy
 City of Stamford
 City of Yonkers
 County of Hudson
 County of Nassau
 County of Putnam
 County of Suffolk
 County of Sullivan
 County of Westchester
 Greenport Housing Authority
 Jackson Township Municipal Utilities Authority
 Joint Meeting of Essex & Union Counties
 Morris County Housing Authority
 Nassau County Department of Public Works
 Newark Housing Authority
 South Monmouth Regional Sewerage Authority
 Suffolk County Department of Public Works
 Town of Babylon
 Town of Bethel

Town of Brookhaven
 Town of Boonton
 Town of Clarkstown
 Town of East Greenbush
 Town of East Hampton
 Town of Fairfield
 Town of Greenburgh
 Town of Haverstraw
 Town of Hempstead
 Town of Hempstead Housing Authority
 Town of Huntington
 Township of Hillsborough Municipal Utilities Authority
 Town of Islip
 Town of Killingly
 Township of Monroe
 Township of Neptune
 Town of New Castle
 Town of North Hempstead
 Town of Oyster Bay
 Town of Oyster Bay Housing Authority
 Township of Parsippany
 Town of Riverhead
 Town of Smithtown
 Town of Southampton
 Town of Southold
 Town of Stony Point
 Town of Stratford
 Town of Tuxedo
 Township of Wall
 Town of Wallingford
 Township of Wayne
 Town of Westfield
 Township of Clark
 Village of Elmsford
 Village of Malverne
 Village of Nyack
 Village of Ossining
 Village of Pelham

Planning Experience

Refer to the map, key and corresponding list of service areas below to see where and how H2M has provided professional planning services to its municipal clients.

Service Locations

H2M's list of planning services clients and locations is always growing...

- 1

River Vale
- 2

Glen Ridge
- 3

West Orange
- 4

City of Newark
- 5

Hudson County
- 6

Leonia
- 7

Little Falls
- 8

Lodi
- 9

Livingston
- 10

Plainfield
- 11

Pompton Lakes
- 12

Fanwood
- 13

Maywood
- 14

Rockaway
- 15

Glen Rock
- 16

Fair Lawn
- 17

Tenafly
- 18

East Orange
- 19

Hoboken
- 20

Garwood
- 21

Belvidere
- 22

Hackensack
- 23

West Milford
- 24

Montclair
- 25

Wantage
- 26

Town of Boonton
- 27

East Patchogue
- 28

Washingtonville
- 29

North Hempstead
- 30

Hempstead
- 31

Dormitory Authority of NYS
- 32

Port Washington North
- 33

Hicksville
- 34

Westfield
- 35

Pequannock
- 36

Smithtown
- 37

Mendham
- 38

Andover Township
- 39

Garfield City
- 40

Verona Township
- 41

Washington Township
- 42

Musconetcong Watershed Association
- 43

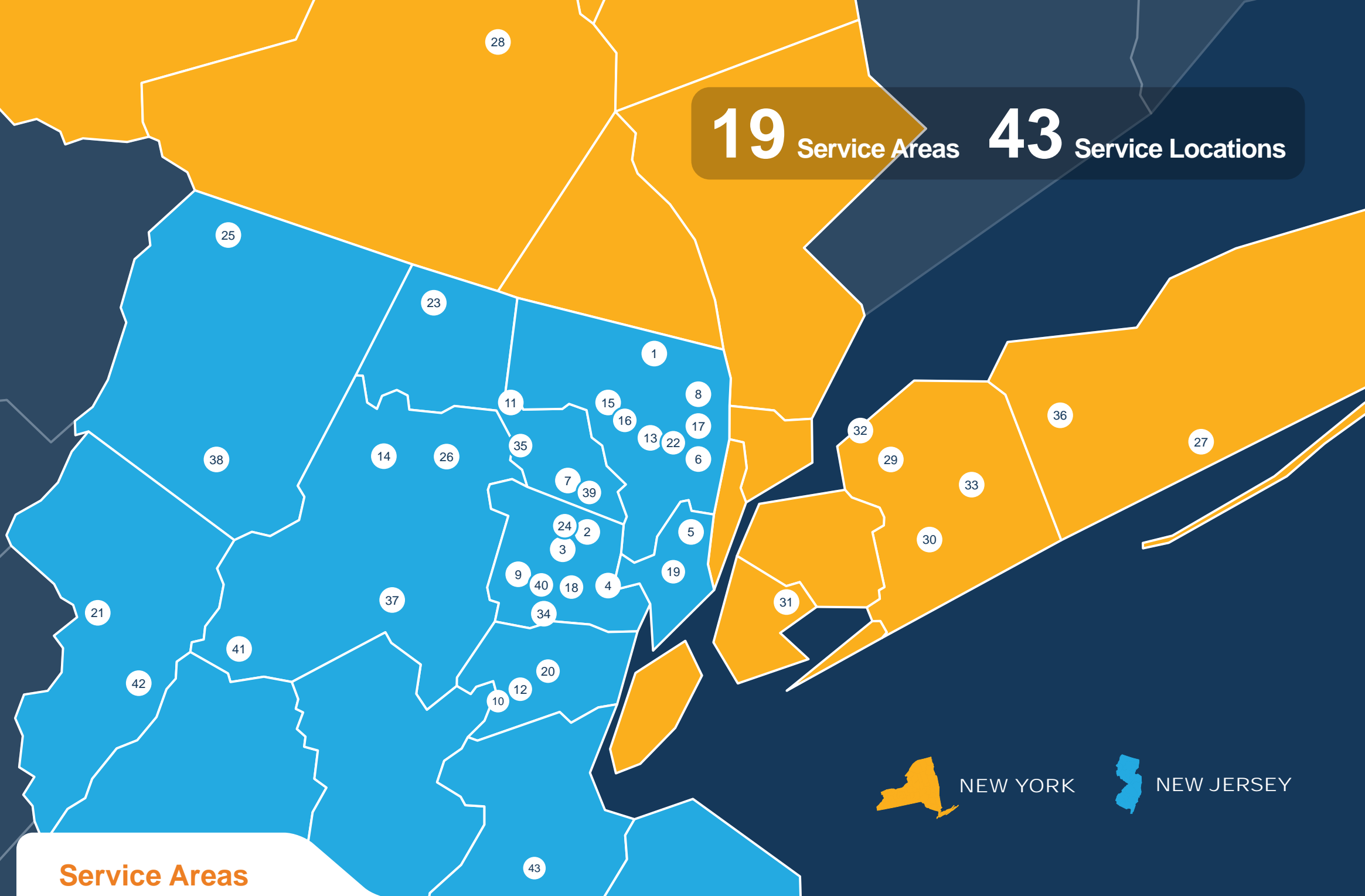
Monroe Township

19

Service Areas

43

Service Locations



Service Areas

ZB/PB Planning Reviews 7 8 9 11 14 15 19 22 23 25 26 37

Master Plan 5 6 7 8 9 10 11 14 15 16 18 22 26 34 35 36 37 38 40 43

Fair Share & Housing Plans 1 2 7 8 9 11 14 15

Mount Laurel Litigation 1 2 5 7

Ordinance Preparation 1 2 5 6 7 9 10 11 12 14 18 25 26 32 35

Special Planning Studies 7 9 11 16 17 26 27 28 29 32 33 41 42

GIS Services 1 4 7 9 11 15 20 23 24 25 26 28 31 32 33 34 35 36 37 41 42 43

Redevelopment Planning 2 3 4 6 7 10 13 20 24 26 27 39

Environmental (EA/EIS) 7 9 11 15 22 23 25 28 32 33 36

Transportation Planning 5 6 7 8 16 26 33

Stormwater Resiliency 18

Feasibility Studies 2 17

Concept Plans 2 8 11 13 15 16 17 19 27 30

Streetscape Design 10 11 16

Community Engagement 4 6 7 8 11 16 17 19 26 27 29 34 35 36

Complete Streets 6 7 30

Renderings 2 16 31

Design Guidelines 7 10 11 12 16

Grant Assistance 6 8 11 15

Electric Utility Transmission Line Map

Inc. Village of Flower Hill

Flower Hill, NY

Construction Cost: N/A

SERVICES
PROVIDED

Municipal Asset
Management
Mapping & Online Mapping

GIS Services
Training Services

Legend

Support Structures

-

Overhead Primary Wires

- Y
- N

Overhead Secondary Wires

- Y
- N

Underground Primary Wires

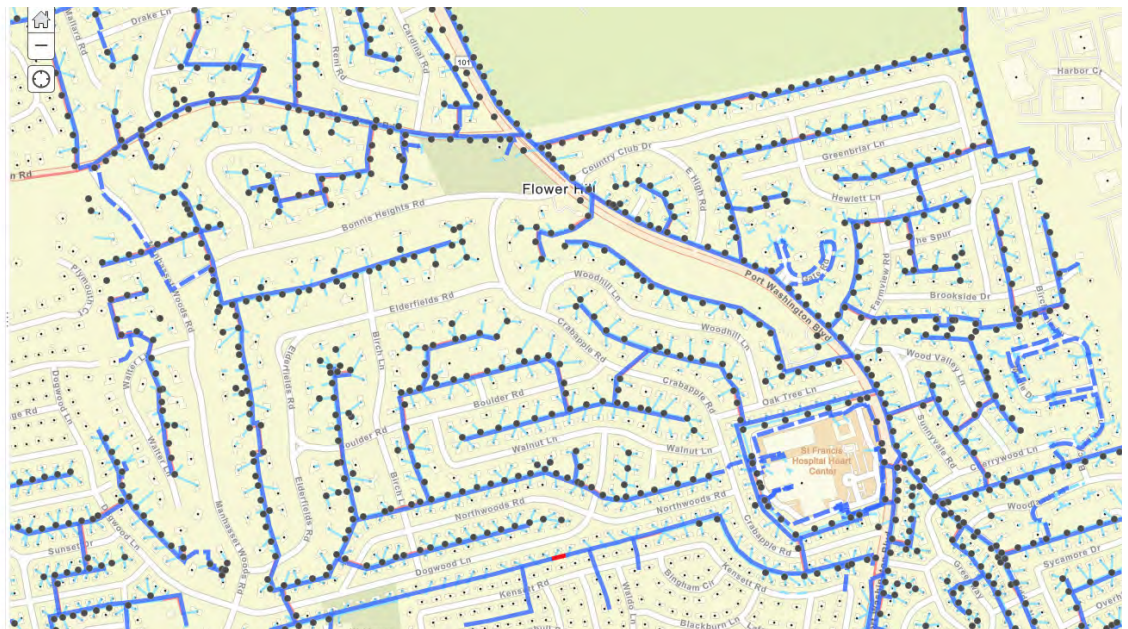
- Y
- Other

Underground Secondary Wires

- Y
- Other

Address Points

-



H2M created a PSEG infrastructure map in ArcGIS Online for the Village of Flower Hill to more effectively address and resolve power outages for increased resiliency during storms and other severe weather conditions.

The Village wanted a database of all the PSEG infrastructure in the Village. H2M created a map in ArcGIS Online to search for either a resident's name, address, or parcel ID to create a database of the PSEG infrastructure (primary wires, secondary wires, support structures) in the Village.

The project was completed within schedule and budget in 2021 and the Village now has an accurate and up to date database of PSEG information for use. This can be utilized when there are power outages to properly address situations and make repairs as needed. In addition to municipal asset management, this effort has improved the Village's emergency systems management so they are better prepared for storms and other severe weather.



GIS Program Development & Deployment

Inc. Village of Flower Hill

Flower Hill, NY

Construction Cost: N/A

SERVICES
PROVIDED

Data Collection

Inventory Development

MUTCD	POSTTYPE	DIRECTION	SPEEDLIMIT *	FLASHERS	CONDITION *	DESCRIPTION *	CATEGORY *
R7-1	U-CHANNEL	SE	0		FAIR	NO PARKING	REGULATORY
R1-1	U-CHANNEL	N	0		GOOD	STOP	REGULATORY
W11-2	U-CHANNEL	N	0		GOOD	PEDESTRIAN SYMBOL	WARNING
W1-6L	WOOD UTILITY POLE	S	0		GOOD	LARGE ARROW LEFT	WARNING
R7-1	U-CHANNEL	N	0		GOOD	NO PARKING	REGULATORY
W3-1A	U-CHANNEL	S	0		GOOD	STOP AHEAD TEXT	WARNING
R7-1	U-CHANNEL	E	0		GOOD	NO PARKING	REGULATORY
R7-1	U-CHANNEL	E	0		GOOD	NO PARKING	REGULATORY
R7-1	U-CHANNEL	W	0		GOOD	NO PARKING	REGULATORY
R1-1	U-CHANNEL	S	0		GRAFFITI	STOP	REGULATORY

H2M worked with the Village of Flower Hill to develop a GIS-based inventory of the Village's assets and information.

The Village recognized the need to build an accurate inventory and better manage their Village-owned assets and property information.

H2M recommended deploying Esri's ArcGIS Online, a cloud-based, GIS repository and mapping environment that extends the Village's GIS data and maps to staff throughout the Village.

H2M coordinated with Esri to deploy ArcGIS Online and develop the Village's GIS database. We created, assembled, and GPS field collected data pertaining to Village-owned infrastructure, including storm sewers, water distribution, street lighting, electric distribution and street signs. The Village's zoning map is also now hosted in the cloud-based system. Through their ArcGIS Online account, the Village's data is accessible via desktop and mobile apps, enabling all Village staff to access and make decisions based on the same, single set of data.



Land Use Analysis and Complete Streets Concept



Town of Hempstead

Hempstead, NY

Construction Cost: N/A

SERVICES
PROVIDED

Transportation Planning

Sustainability

SketchUp

Complete Streets

Planning

Zoning

GIS



After Hurricane Irene, Tropical Storm Lee, and Superstorm Sandy, the hamlet of Oceanside which is located in the Oceanside area, was subject to severe flooding due to the high tides and heavy rain. H2M evaluated the Town of Hempstead's existing zoning code and development patterns.

The hamlet of Oceanside is located within the Town of Hempstead on the south shore of Long Island. During several coastal storms, including Hurricane Irene, Tropical Storm Lee, and Superstorm Sandy, the Oceanside area was subject to severe flooding due to high tides and heavy rain. The existing drainage infrastructure was completely overwhelmed, which resulted in the inundation of roadways, homes, schools, municipal buildings, and businesses. Additionally, numerous streets were impassable, which hindered evacuation and emergency response.

The development of a comprehensive analysis of several drainage systems in the Oceanside area was identified as a project in the NY Rising Community Reconstruction (NYRCR) Plan dated March 2014. The Plan outlines numerous projects to help rebuild a more resilient community in response to the severe damage caused by Hurricane Irene, Tropical Storm Lee, and Superstorm Sandy. This study was commissioned by the Town of Hempstead to evaluate existing drainage infrastructure for known flooding locations and to recommend improvements throughout the study area to improve resiliency following rain events and coastal storms.

As part of these improvements, H2M planners evaluated the Town of Hempstead's existing zoning code and development patterns

in the study area to identify land use regulatory opportunities and green infrastructure techniques for reducing stormwater runoff. Using this analysis, H2M made recommendations to the Town to regulate total lot coverage rather than only building coverage, requiring green infrastructure for new developments or substantial improvements, reducing minimum parking requirements to maximize potential pervious surface, and offering bonus densities for retaining additional stormwater or using green building techniques.

Additionally, in accordance with the New York State Complete Street Act, when developing transportation projects that receive State and Federal funding, County and local agencies are required to consider the convenience and mobility of all users, including bicyclists, pedestrians, and people with disabilities through the use of Complete Streets design criteria. H2M developed a Complete Streets concept for Long Beach Avenue from Daily Boulevard to West Windsor Parkway. The Complete Streets concept identified several areas to address safety issues at intersections, improve pedestrian, bicycle, and transit accessibility, as well as integrated green infrastructure techniques with bioswales and tree trenches in center medians, creating green plazas, and planting additional street trees.

Land Use Analysis and Complete Streets Concept



Town of Hempstead

Hempstead, NY

Construction Cost: N/A

SERVICES PROVIDED

Planning

Transportation Planning

Sustainability

GIS

Complete Streets

Zoning

SketchUp



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Visioning and Design Charrette

Town of Smithtown

Smithtown, NY

Construction Cost: N/A

SERVICES PROVIDED

Land Use

Circulation

Economic Development

Zoning Analysis

Renderings

Public Meetings

Redevelopment Planning



H2M conducted a Visioning Study for the downtown Lake Avenue section of St. James Hamlet in Smithtown, New York.

The Town of Smithtown received a grant from the State of New York to conduct a visioning study for the downtown Lake Avenue section of St. James Hamlet, a historic commercial district with a train station on the LIRR. The Town is looking to encourage economic development and new investment to enhance Lake Avenue as a quaint, walkable downtown area. The study area suffers from vacancies, a lack of design continuity, lack of parking management, lack of sewers, and underutilized properties that detract from the aesthetics.

H2M developed a Visual Preference Survey (VPS), which was hosted online to allow the community to identify desired characteristics of new development. These survey questions included building height and architectural styles, commercial sign designs, placemaking and park space improvements, and permitted uses. In addition, H2M conducted a two day design charrette with the local civic organizations to envision how the district may transition in the future.

One of the major considerations was ensuring public participation. H2M utilized its partnership with PublicInput.com to develop an online VPS and worked with the Town to spread the word via flyers throughout St. James and on social media.

The report is under development, but as a result of the design charrette, H2M developed an interim design concept for the Lake Avenue using the input from the first night of the design charrette and results of the VPS. The design was presented two days later to get feedback from the community on the results.

H2M will be using the results of the design concept and VPS to develop zoning standards and programmatic recommendations to implement the St. James Visioning Study. These product will be produced in a St. James Visioning Study Report and integrated into the Town of Smithtown Comprehensive Plan.

Comprehensive Master Plan and GEIS



Town of Smithtown

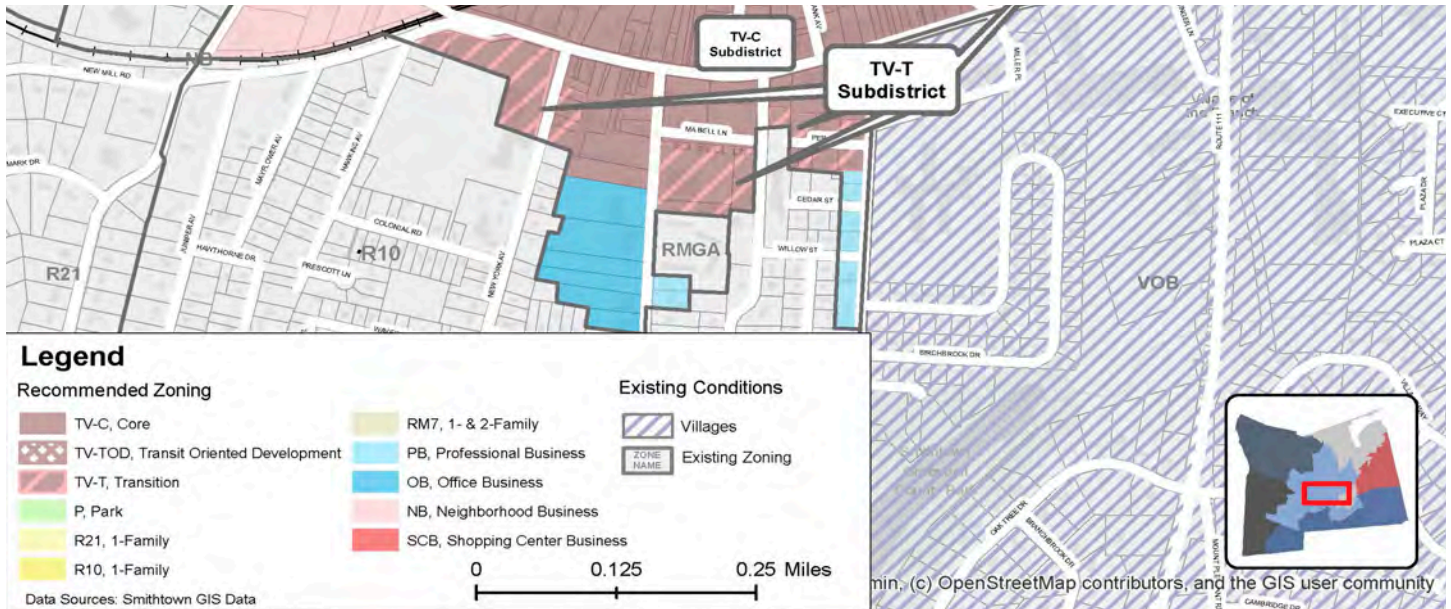
Smithtown, NY

Construction Cost: N/A

SERVICES
PROVIDED

Master Planning
Land Use
Sustainability

Community Engagement
State Environmental
Quality Review



◆ ACEC-NY Engineering Excellence Awards Gold

The Town of Smithtown retained H2M to prepare an updated Comprehensive Master Plan that responds to the changing needs of its population, and provides for modern, sustainable approaches to enhance the Town's high quality of life.

The Town of Smithtown adopted its last Comprehensive Master Plan in 1957. It no longer reflects the challenges the Town faces today due to changing demographics, socioeconomic and development trends, transportation resources, and a myriad of other factors.

Working with the Town, H2M led a robust public outreach process utilizing a range of strategies to reach Smithtown community members. This included several meetings held in-person and via digital platform, which focused on each of Smithtown's six hamlets where community members voiced their hopes for the Town and shared opinions on the draft Plan's potential policies.

H2M also developed an extensive public outreach survey that was deployed online and in person to aggregate data and understand the residents' preferences for important aspects of community life, including desired land use, housing typologies, sustainability, open space, and mobility. In total, 1,159 respondents completed the survey and over 2,000 comments were compiled in person and through software which received and managed public input.

H2M utilized this input from to develop policies that will shape the physical, social, environmental, and economic future of the Town. The Plan outlines strategies promoting walkable and sustainable communities; diversified housing; downtown revitalization; modernization of existing land use controls; expansion of open space; and protection and enhancement of the cultural and architectural character of the Town.

In addition, H2M has also been tasked with preparing the environmental review of the Plan pursuant to the requirements of the State Environmental Quality Review (SEQR) in the form of a Generic Environmental Impact Statement (GEIS). This process will analyze the potential environmental impacts associated with the Plan. Where impacts are identified, strategies that minimize or avoid them will be developed.

With the completion of this Comprehensive Plan and GEIS, the Town is empowered to make land use decisions based on a comprehensive framework that will help Smithtown continue to be a premier place to live, work, and visit, both now and into the future.

Comprehensive Master Plan

Various Municipal Clients

Construction Cost: N/A

SERVICES PROVIDED

Land Use
Circulation
Community Facilities
Economic Development
Parks, Open Space,
Recreation
Historic Preservation
Sustainability
Recycling

Master Planning
Stakeholder Outreach
Public Hearings
Public Meetings
GIS Analysis
GIS Mapping
Community Engagement



Many New York and New Jersey municipalities reach out to H2M to prepare Comprehensive Master Plan documents, as most municipalities' land decisions and zone code changes are guided from the Master Plan.

H2M has provided Comprehensive Master Plan services to a wide range of municipalities across the urban transect. From small residential Towns with populations as little as 5,500 people to large cities of over 115,000, H2M is familiar with the needs of all jurisdictions.

Each Comprehensive Master Plan is built on prior planning efforts and initiatives, a comprehensive analysis of existing conditions, and recognition of future opportunities. The preparation of the plan also includes a robust public outreach process involving both municipal officials, staff, and the public. The final Comprehensive Master Plan successfully guides development and investment positioning these municipalities as desirable places to live, work, and visit for the next 10 years and beyond.

As part of our Comprehensive Master Plan documents, we provide recommendation checklists designed for the purpose of tracking recommendations over the next 10 year period as a way to measure progress. Several of our clients have asked that we continue our work by implementing zone change recommendations.



Development Review Services



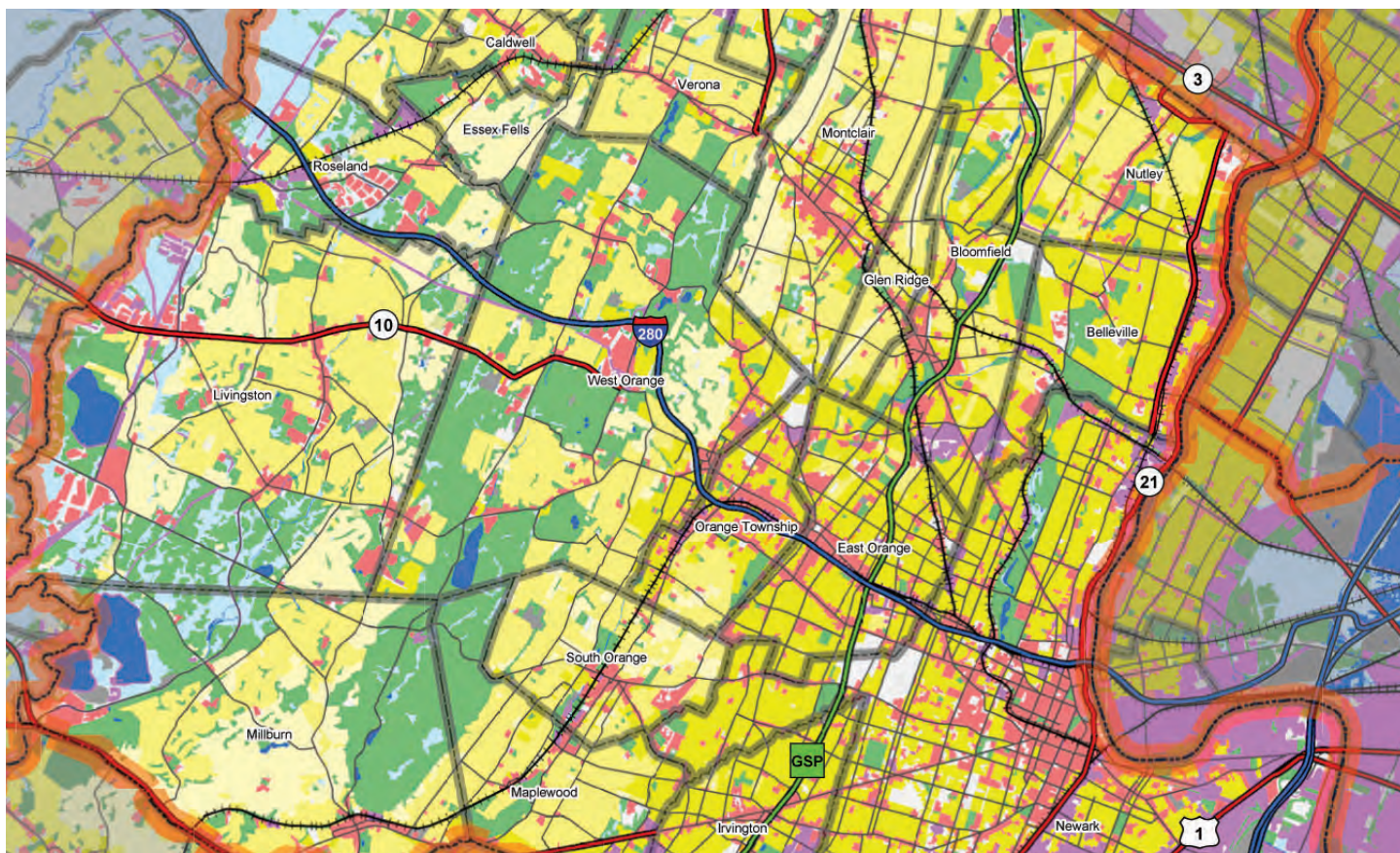
Various Municipal Clients

Construction Cost: N/A

SERVICES
PROVIDED

Professional Reports
Board Hearings

Meetings with Applicants
Track Ordinance Issues



H2M's planners and engineers have extensive experience providing development application review services to Planning Boards, Zoning Boards, and Combined Land Use Boards throughout New Jersey.

H2M appointments have included communities as diverse as the Town of Boonton, City of Hoboken, Little Falls Township, Bloomingdale Borough, Pompton Lakes Borough, City of Plainfield, Livingston Township, Rockaway Borough, City of Hackensack, Lafayette Borough, Lodi Borough, and Cranford Township.

Our planners and engineers have a thorough understanding of the Municipal Land Use Law (MLUL), New Jersey's environmental regulations, relevant case law, and the application review process for site plans, subdivisions, interpretations, appeals, and variance applications. We thoroughly review all plans, reports and application materials, and will meet with applicants and their professionals as needed. We work closely with Board secretaries throughout the process to ensure required timeliness are being met as well.

Our reports comprehensively address the full range of variances and site issues so that Board Members are duly informed before making their decisions. To better understand the application and site history, we visit the site, analyze historical aerial imagery, review the Master Plan, and other planning documents, review prior site resolutions, consult the Zoning Officer and do what is necessary to get the "full picture." We have architects, civil engineers, landscape architects, and urban designers who can contribute to our reviews if needed.

We take pride in the communities we work for and look to ensure that the end result is a development application that is best for the municipality. Throughout our appointments, we continuously keep track of issues related to local zoning ordinances and make recommendations as to updates and amendments.

Redevelopment Planning Services



Various Municipal Clients

Various Locations, NJ

Construction Cost: N/A

SERVICES PROVIDED

Redevelopment Study

Redevelopment Plans

Concept Plans

Public Visioning

Property Database

Mobile Data Collection

Public Hearings



H2M has extensive experience in the redevelopment planning process from initial investigation to the redevelopment plan, and then in assisting municipalities with its implementation.

Redevelopment planning requires special area expertise in preparing redevelopment studies and plans that satisfy the requirements of the local and state planning laws, use community engagement strategies and visioning, as well as leveraging local knowledge of the community.

We are experts in the practice of Planning and Zoning and the Municipal Land Use Law (MLUL), the Local Redevelopment and Housing Law (LRHL), and redevelopment case law. Our licensed planners have prepared numerous redevelopment studies that have resulted in successful area in need of redevelopment designations and understand that they need to be able to withstand challenge in a post-Gallenthin era. H2M is able to guide municipalities through the entire redevelopment process, whether working in large areas or single site properties, and from area designation to drafting redevelopment RFPs and selecting the right developers. We have an excellent reputation in the planning field and have prepared numerous plans, including the New Jersey Planning Officials' award-winning Lincoln Park Redevelopment Plan. Our redevelopment planning experience includes the following studies and plans:

Current and Past Projects

- Boonton Plane Street Redevelopment Study
- City of Passaic Market Street Redevelopment Plan
- Garwood South Avenue Redevelopment Study
- Glen Ridge Baldwin Street Redevelopment Study and Plan
- Glen Ridge/Montclair Mountainside Hospital Redevelopment Study and Plan
- Leonia Fort Lee Road and Grand Avenue Redevelopment Study
- Leonia Willow Tree Redevelopment Plan
- Little Falls Singac Redevelopment Study and Plan
- Little Falls Overlook Redevelopment Study
- Little Falls Paterson Avenue Redevelopment Study and Plan
- Little Falls Laundry Site Redevelopment Study
- Newark West Ward MNI Redevelopment Study
- Newark Lincoln Park Redevelopment Plan
- Plainfield Muhlenberg Hospital Redevelopment Study
- Plainfield South Avenue Gateway Redevelopment Plan
- Rockaway Borough Franklin Avenue Redevelopment Study
- West Orange Eagle Rock Commercial Area Redevelopment Study

Public Outreach Plans

Various Municipal Clients

New Jersey

Construction Cost: N/A

SERVICES PROVIDED

Community Engagement

Stakeholder Outreach

Surveys

Public Hearings

Public Meetings

Master Planning



When it comes to master planning projects, H2M designs and executes aggressive public outreach plans to create an opportunity for community members and stakeholders to feel engaged and provide feedback.

Municipalities recognize that the participation of residents and other stakeholders in each stage of decision making is imperative to the success of any planning effort. The participation not only ensures equity in the process, but also fosters community support and pride in the results.

H2M's engagement program is built upon online software to span across a wide range of outreach channels. The platform was designed to build trust between government agencies and residents by gathering feedback and responding to stakeholders from one dashboard. It facilitates everything from outreach to reporting, while simultaneously building a database of citizens for long term re-engagement.

Through the platform, public organizations can target a representative sample of residents, increase equitable engagement, capture meaningful data, and report findings. The dashboard facilitates the entire public engagement process to create two way communication and make more data-driven decisions. In addition to online engagement, H2M designs and facilitates traditional public engagement through open house and Town Hall meetings, community workshops, charrettes, interviews with stakeholders, and hard copy surveys.

Furthermore, the online software allows H2M to see engagement gaps in a community and realign the public outreach plan to geo-target populations in areas that have not yet participated or further engage under-represented populations. H2M is able to target these populations through traditional focus group workshops by working with local civic organizations and community leaders and through social media ads to drive traffic to surveys and websites.

H2M provides all results of public feedback as a digital and/or physical deliverable. The public engagement reports or workshops and surveys are posted online throughout the planning process. Public engagement reports are included as an appendix to planning documents and can include, but are not limited to, visual preference survey results, theme clouds, charts, and graphs. Digital reports with key takeaways are made available for sharing with internal stakeholders and data visualizations are made available for embedding in the Municipal or Agency website, or to be downloaded for sharing with participants and the general public.



Patricia DelCol

Vice President, Municipal Market Director



Ms. DelCol has more than three decades of municipal management experience, with a specific focus in engineering, environmental protection, solid waste and recycling, and overall municipal operations. A decade of her experience was spent as the Deputy Supervisor of the Town of Huntington, where she developed and managed \$190 million operating and \$15 million capital budgets, managed all capital improvement efforts, as well as communicated on the behalf of the Town with all County, State, and Federal regulatory agencies. As H2M's Municipal Market Director, she oversees the firm's Municipal Market in New York and New Jersey, maintains contact and relationships with municipal clients, and scouts and manages the pursuit of new municipal business opportunities in her areas of focus as well as in architectural services.

Selected project experience

- Key Capture Energy, LLC Battery Energy Storage Systems (BESS) Facilities; Shoreham, West Babylon, Cutchogue, Islip, Riverhead, Hampton Bays, and East Northport, NY: Municipal Permit Liaison/Project Manager responsible for preparing critical issues analysis reports stating environmental, state historic preservation, endangered species, state and local regulatory, and other concerns that must be addressed for projects to proceed.
- Town of Huntington Drainage Study for Eatons Neck; Northport, NY: Client Manager communicating with Town leadership during the performance of a comprehensive study of flood-prone streets in the Eatons Neck neighborhood of Northport. In addition to evaluating the effectiveness of existing draining apparatuses, the project team is determining whether to re-route portions of the drainage system to alleviate areas with the highest concentration of flooding, replace existing piping with new pipe of a larger diameter, and/or incorporate detention storage and other stormwater control measures.
- Westchester County Department of Public Works Capital Building Projects; Westchester County, NY: Client Manager responsible for the project management for various building renovation design projects under the County's Capital plan.
- Town of Huntington; Huntington, NY: Deputy Supervisor responsible for the preparation and ongoing oversight of an annual \$190 million operating and \$15 million capital budget over a 10-year period. This included project management of all capital program improvements, and daily operations within the Town. Liaised with all municipal, county, state, and federal regulatory agencies.
- NYSEDA NY Prize Community Microgrid; Huntington, NY: Project Liaison tasked with managing a \$26 million microgrid project for the provision of clean alternative energy to the Town of Huntington's Town Hall, hospital, wastewater treatment plant, YMCA, and senior center. Using a mix of green technologies, the microgrid is powered by a zero-emission fuel cell, energy storage containers, solar photovoltaic panels, combined heat and power plants that utilize natural gas at a low rate, and upcycled biogas produced as a by-product from the wastewater treatment plant.
- Town of Huntington; Dix Hills, NY: Director of Engineering Services tasked with overseeing a \$16 million expansion of the Dix Hills Ice Rink; negotiated project labor agreement which included construction of a new, adjoining building for new sheet of ice, locker room facilities, retrofit to existing facility, and upgrades to dehumidification, HVAC, and refrigeration controls and systems.
- Town of Huntington Park and Recreation Facilities Improvements; Huntington, Northport, and Centerport, NY: As the Director of Engineering Services for the Town of Huntington, was tasked with overseeing the design and construction of over \$40 million dollars of state-of-the-art parks and recreation facilities at Manor Field Park, Veterans Park, Breezy Park, Heron Park, and Peter Nelson Park. These enhancements included a synthetic turf field, field lighting, concrete skatepark, expanded parking facilities, spray park, play surface and playground, comfort stations, landscaping, walking paths, and utility coordination and interconnects.
- Town of Huntington Walt Whitman Road and Mill Dam Causeway Roadway Reconstruction; Melville and Centerport, NY: As the Director of Engineering Services for the Town of Huntington, responsible for overseeing a \$10 million roadway reconstruction project funded by an American Recovery and Reinvestment Act (ARRA) stimulus grant. Reconstruction of Walt Whitman Road involved regrading and resurfacing roadbed, enhancing drainage fixtures, installing traffic signals, constructing a new frontage to the Canon corporate headquarters, and coordinating the installation and/or upgrading of utilities. Mill Dam Causeway entailed constructing new sidewalks, installing new decorative lighting, and constructing new marine bulkheads.

Education

M.A., Zoology and Cell Biology; Long Island University

B.S., Biology and Environmental Science; Long Island University

Memberships

Vision Long Island, Board Member

Huntington Chamber of Commerce, Board of Directors

Leadership Huntington Foundation, Board of Directors

Give A Dog A Dream, Member, Board of Directors

Evan R. Liblit Memorial Scholarship Steering Committee, SUNY Stony Brook

Long Island Sanitation Officials Association, Past Vice President

Honors/Awards

LIBN Top 50 Women in Business (2021)

Evan R. Liblit Lifetime Achievement Award

Walt Whitman High School Hall of Fame Inductee (2018)

Town of Huntington Woman of the Year (2017)



Christopher M. Kobos PMP

Associate, Director of GIS Services



Mr. Kobos is a GIS professional with more than 20 years of experience providing technical guidance and project management of municipal and private sector GIS technology projects. In his role, he has technical direction over a group of GIS analysts and specialists and is responsible for the continued development and maintenance of technical competencies with industry standard GIS software, cloud platforms, and software required for successful GIS solution delivery. In addition, Mr. Kobos communicates directly with clients and coordinate with the H2M corporate division and market leader with the goal of integrating GIS practices and techniques into the primary technical functions of the firm. His extensive experience serving private clients and all levels of municipal government, lends itself to a unique perspective on the client business needs and most appropriate procedures for delivering high quality, effective consulting products and services.

Selected project experience

- Incorporated Village of Flower Hill GIS Program Development and Deployment; Manhasset, NY: Managed the development and deployment of the Village's ArcGIS Online account and the Village's underlying GIS database. Oversaw the creation, assembly, and GPS field data collection for Village assets including storm sewers, water distribution, street lighting, electric distribution, and street signs. Managed the creation of the Village's zoning map in a digital GIS format. Through the Village's ArcGIS Online account, the Village can access their data and maps via desktop and mobile apps, enabling all Village staff to access and make decisions based on the same, single set of data, regardless of their location.
- Incorporated Village of Garden City GIS Program Management; Garden City, NY: Serving as the Village's primary GIS consultant since 2003, continues to manage the development of the Village's GIS Server database, online, and mobile applications. Significant efforts over the years include the creation and management of thousands of Village assets in GIS, including streetlights, signs, and pavement. Manages the systems integration between GIS and the Village's Tyler Technologies permitting system, as well as the ongoing training and mentoring of Village staff. Multiple online and mobile applications have been deployed for Village staff, including a property lookup for Village accounts, tax lot and corresponding County tax parcels number, a GPS-enabled mobile water valve sheet lookup, and a tablet-based tree inventory application for recording and managing significant tree damage after storms. The development of the Village's GIS has improved communication between staff and enabled them to access critical information more efficiently while in the office and in the field.
- Incorporated Village of Garden City Lead Service Line Inventory; Garden City, NY: Manages the GIS database development in support of the Village's inventory. Coordinates with Village staff to obtain, track, and manage thousands of Village records to be reviewed for water line material information. Leads a team of H2M staff who review and catalogue each unique record, storing critical information within a custom GIS environment, specifically designed to ensure complete transparency with the Village and the public. Manages the creation of GIS-based maps, dashboards, and mobile apps for Village use. The results of the Village-wide inventory will inform the Village's lead service line replacement program and capital budgeting.
- Town of North Hempstead GIS Support; North Hempstead, NY: Managing GIS integrations, data conversion and migration, and application development to support improved data tracking and storage for the Town of North Hempstead. Coordinating inter-departmental GIS efforts to improve existing online and mobile applications and create new ones for more efficient data tracking. Efforts include development of several online maps, including a pavement assessment data lookup, resident lookup for pool entry, Town Council District map, town parks with directions, and NYSDEC-mandated outfall inspection status.
- Incorporated Village of Sands Point GIS Program Management; Sands Point, NY: Project Manager for the creation of a comprehensive Village GIS database for water distribution systems, zoning, village club infrastructure, street signage, roadway ownership, and boat docks. Provides guidance and user training on ArcGIS, the Village's online mapping environment.

Education

B.A., Environmental Geography;
Colgate University

Licenses/ Certifications

Project Management Professional
ArcGIS I Authorized Trainer

Memberships

Long Island GIS
Project Management Institute

Publications

"GIS May Be Key To The Future Of Emergency Response", Firehouse Magazine, 2021

Next →

Christopher M. Kobos

PMP

Associate, Director of GIS Services

- Incorporated Village of Sands Point Lead Service Line Inventory; Sands Point, NY: Leads efforts to map and identify any of the Village's water service lines that may contain lead materials. Using information provided by the Village, oversees creation of database to store information related to service pipe material, material status, and material source. This database is modeled after New York State Department of Health (NYSDOH) guidelines and USEPA regulations; and identified possible lead service lines.
- Town of Oyster Bay GIS Program; Oyster Bay, NY: Managed all aspects of the Town's GIS program, including coordination and lead of monthly GIS committee meetings, business needs assessment, budgeting, resource allocation, overall GIS program quality management, and client satisfaction.
- Town of North Hempstead MS4 Stormwater Mapping; North Hempstead, NY: Managed the New York State Department of Conservation (NYSDEC) WQIP grant-funded MS4 stormwater mapping program for the Town of North Hempstead and its 21 consortium villages. Responsibilities included overall project management, municipal outreach and coordination, GIS data analysis, gap analysis and reporting, and resource management for field data collection, and outfall reconnaissance inventory (ORI) activities.
- City of New Rochelle Pinebrook Watershed Drainage Analysis; New Rochelle and Mamaroneck, NY: Managed GIS efforts for a study of the Pinebrook watershed in New Rochelle and Mamaroneck, NY. Reviewed the drainage structures and pipes for approximately 10 known trouble areas. Coordinated with internal survey staff to convert and transpose field survey data from CAD to GIS. Updated the invert and rim elevation attributes of drainage structures, and cross referenced field survey data to confirm the location of drainage infrastructure.
- Stormwater Consortium of Rockland County (SCRC) MS4 Mapping; Rockland County, NY: Project Manager for the Stormwater Consortium of Rockland County's Water Quality Improvement Project (WQIP) grant-funded MS4 mapping project. Responsible for coordinating with the client, Cornell Cooperative Extension, and the SCRC's 23 consortium member communities. Additionally, manages data assembly, conversion, and consolidation efforts, as well as overall project budget, resources allocation, and overall client satisfaction.
- Riverhead Water District GIS Integration; Riverhead, NY: Project Manager for the District's GIS integration and mobile access project. H2M evaluated, digitized, and linked the District's existing Record Plans and as-builts to its revised GIS schematic. The GIS distribution system map and associated images were then migrated to the ArcGIS Online cloud to enable mobile access. ArcGIS Online has extended the reach of the District's GIS map to all personnel, both in the office and in the field. The ArcGIS Online map contains all desktop layers, including water mains, valves, fire hydrants & plant sites. Nearly 1,000 scanned records were attached to the GIS data. The attached features allow District personnel to instantly access and view documents and plans in the field, even when disconnected from the District's network. Utilizing Esri's Collector app on mobile devices, District personnel can maintain hydrant flushing, hydrant maintenance, and valve maintenance logs in the field. District personnel can populate data and attach pictures in the field, available to office personnel upon synchronization.
- PSEG LI Power On Program; Long Island and Queens, NY: GIS Integration Manager for a program to support a major utility in T&D storm hardening efforts.
- FDNY EMSCAD; New York, NY: Led a GIS data development team working for the NYC Fire Department (FDNY) in the development of revised EMSCAD dispatch zones, known as Atoms. This high-precision data work contributed to a reduction in City-wide emergency response by nearly a full minute.





Sanyogita Chavan P.P., AICP

Practice Leader - Land Use Planning



Ms. Chavan is a professional planner with 30 years of professional experience, which includes seven years of experience in architecture and more than 20 years in land use planning. She has expertise in all aspects of land use planning with profound knowledge of the New Jersey Municipal Land Use Law, affordable housing, redevelopment statutes, and environmental regulations. Ms. Chavan has the ability to coordinate and collaborate with various stakeholders to meet community needs. Prior to joining H2M, Ms. Chavan served as Director of Planning for the Township of Middletown.

Selected project experience

- **Municipal Planning:** Served as planning consultant to planning and zoning boards, providing staff reports and expert testimony on development applications, master plans, affordable housing, and ordinance revisions, redevelopment plans and other planning studies for the following municipalities: New Providence, Hackensack, Long Branch, Howell, Little Falls, West New York, Cranford, and Rivervale. Served as COAH Planning Consultant for Spring Lake, Barnegat, Cranford, Brielle, Leonia, Borough of Pompton Lakes, Little Falls, and Rivervale.
- **Township of Middletown, Monmouth County, NJ:** Oversaw the Planning Department of a 45 square mile municipality with a population of +/- 66,522 and operating budget of \$53 million. Directed personnel to ensure efficient service to Township residents, developers, and Boards and Commissions. The Department addressed sustainability and resilience, strategic planning, master planning, open space, zoning and development review, historic preservation, redevelopment, affordable housing planning and administration, GIS, and provided support to the Planning Board and Zoning Board of Adjustment. Oversaw the Township's Open Space Program. Provided technical advice to the Township's Planning and Zoning Board, and the Township Committee on affordable housing, redevelopment, and planning and zoning matters. Oversaw preparation of the Master Plan, Redevelopment Investigations, and Plans. Negotiating on behalf of the municipality, the Township's affordable housing obligations and initiatives. Managed the Township's affordable housing program. Set the Department's annual budget, adopting innovative ways to ensure flow of revenue, and cutting costs without compromising service. Worked with consultants on post-Sandy projects to rebuild affected areas. Conducted design charrettes and public information sessions to collaborate with stakeholders and residents. Collaborated with the Township's economic development committee to provide innovative ways to generate tax revenue.
- **Master Plans:** Project Manager for the development of comprehensive Master Plans for small and large communities throughout New Jersey, including extensive community building, charrettes, public participation and graphic representation.
 - Township of Monroe, NJ – Comprehensive Master Plan
 - Township of Verona, NJ – Comprehensive Master Plan
 - Borough of Leonia, NJ – Comprehensive Master Plan
 - Town of Westfield, NJ – Unified Land Use and Circulation Plan
 - Township of Little Falls, NJ – Master Plan Reexamination Report
 - Township of Barnegat, NJ – Land Use Plan and Historic Preservation Plan
 - Union County, NJ – Parks, Open Space and Recreation Master Plan
- **Zoning Ordinances and Development Guidelines:** Authored Land Use Ordinances for communities including comprehensive re-writes and revisions to zoning and subdivision regulations. Experience includes:
 - Zoning Ordinance Updates – Borough of Pequannock, NJ
 - Downtown Urban Design Guidelines – New Providence, NJ
 - Commercial Rezoning Analysis – Eatontown, NJ
 - Atlantic City Tourism District Zoning District Regulations – Atlantic City, NJ
 - Highest and Best Use Analysis – Edison, NJ
 - Jackson Towne Centre, Traditional Neighborhood Development Zoning Ordinance and Design Regulations – Jackson, NJ
 - Historic District Design Guidelines – Barnegat Township, NJ
 - Commercial Design Guidelines – Barnegat Township, NJ
 - Stormwater management, outdoor seating, sign and mixed use ordinances, tree preservation, overlay zoning

Next →

Education

Master of Urban Planning; University of Michigan, Ann Arbor

Bachelor of Architecture; University of Bombay

Licenses/ Certifications

Professional Planner: NJ

American Institute of Certified Planners (AICP)

Memberships

American Planning Association,
New Jersey Chapter, Member of the
Redevelopment Committee

Indian Institute of Architects

Sanyogita Chavan

P.P., AICP

Practice Leader - Land Use
Planning

- Recreation, Open Space Plans, Environmental Impact Studies (EIS) and Fiscal Impact Studies (FIS): Managed projects ranging from complex strategic parks and recreation plans for Counties to the preparation of Environmental Resource Inventories and Farmland Preservation plans for municipalities to EIS and EO-215 State Environmental Assessments.
 - Environmental Resource Inventory – Barnegat, NJ
 - Union County Parks, Open Space and Recreation Master Plan – Union County, NJ
 - Environmental Resource Inventory – Oldmans Township, NJ
 - Farmland Preservation Plan – Howell, NJ
 - NJSDA EO-215 Environmental Assessment – Paterson, NJ
 - Dozens of EIS and FIS Reports for Private Development Projects
- Affordable Housing: Extensive experience in affordable housing and related housing issues and has prepared Housing Elements, Fair Share Plans and represented municipalities in COAH mediation and helped defend municipalities in affordable housing litigations.
 - Housing Element and Fair Share Plans – Leonia, Brielle, Cranford, Spring Lake, and Barnegat, NJ
 - Court and COAH Mediation – Township of Middletown and Borough of Spring Lake
- Redevelopment: Prepared Needs Studies and Redevelopment Plans for municipalities throughout New Jersey ranging from small one lot plans to the study and design of a 250 acre neighborhood design. Experience includes:
 - Grand Avenue and Willow Tree Redevelopment Plan – Leonia, NJ
 - Grand Avenue and Station Parkway Need Study – Leonia, NJ
 - Grand Avenue and Willow Tree Need Study – Leonia, NJ
 - Paterson Avenue Redevelopment Plan – Little Falls, NJ
 - Market Street Redevelopment Plan – City of Passaic, NJ
 - Municipal Building Need Study and Redevelopment Plan – Middletown, NJ
 - 6600 Park Avenue Needs Study and Redevelopment Plan – West New York, NJ
 - Gunning River Road Need Determination Study - Barnegat, NJ
 - Shoreline Sand and Gravel Need Determination Study – Barnegat, NJ
- Represents clients to provide expert testimony in planning at public hearings before pertinent municipal boards throughout New Jersey for use variances, bulk variances, and design waivers in support of land development projects. Also involved in the preparation of concept plans.





Paul F. Cancilla P.P., AICP

Staff Planner



Mr. Cancilla is a professional planner whose expertise includes aiding in development review services, community outreach, preparing planning documents including master plans, redevelopment plans, and affordable housing plans, use of Geographic Information Systems (GIS), and demographic analysis. In addition, he has worked as a grant writer for a community development corporation where he strengthened community partnerships to improve residents' wellbeing.

Selected project experience

- Borough of Leonia; Leonia, NJ: Assisted in several of the Borough's recent planning initiatives including the 2020 Master Plan Reexamination Report, the 2022 Master Plan, the 2022 Housing Element and Fair Share Plan, and the Borough's redevelopment initiatives. Assisted in numerous community outreach efforts for these projects, both online and in-person. Provided testimony during Planning Board meetings.
- Township of Monroe Master Plan; Monroe, NJ: Assisted in the preparation of an updated Master Plan for a suburban community in Middlesex County experiencing rapid population growth and development pressures. Worked with the client throughout the planning process to bring the Master Plan to adoption. Tasks completed during the project included assisting in multiple community workshops, GIS mapping utilizing ArcGIS Pro, coordinating with client and community stakeholders on recommendations, and presenting the draft and final Master Plan document to the Planning Board.
- Township of Verona Master Plan; Verona, NJ: Assisted in the preparation of a Master Plan for a suburban community in Essex County with a focus on downtown revitalization, resiliency, and redevelopment. Skills needed to execute this project included existing conditions inventory, zoning analysis, synthesis of community feedback results from survey and workshop, GIS mapping using ArcGIS Pro, and coordination with the Township's Master Plan sub-committee and Planning Board.
- Borough of Glen Ridge Master Plan Reexamination Report; Glen Ridge, NJ: Assisted in the preparation of a Reexamination Report for a suburban community in Essex County with historic roots and is sustainably-minded. Used relevant census data, recent development trends and known best practices to update the Borough's last Master Plan completed in 2010 and make recommendations for the next 10 years and beyond. In preparation of this report, used ArcGIS in completing relevant maps.
- City of Plainfield Circulation Element; Plainfield, NJ: Assisted in drafting the City's Circulation Element as part of its 2020 Master Plan Update. Skills required to complete this task included US Census data collection and analysis, documenting existing conditions, incorporation of community feedback, inclusion of new and emerging transportation trends, and using planning expertise to make recommendations.
- Town of Smithtown Comprehensive Plan; Smithtown, NY: Assisted in the preparation of the Town's Comprehensive Plan and Hamlet Community Plans. Skills needed to execute this project included existing conditions inventory, zoning analysis, synthesis of community feedback results from surveys and workshops, GIS mapping using ArcGIS, and coordination with the Town's Planning Department.
- Development Reviews; Various Locations, NJ: Aided in the preparation of development reviews for Planning Board and Zoning Board applications. With a clear understanding of the local zoning code and the Municipal Land Use Law (MLUL), his reports and professional advisement have successfully guided boards in making land use decisions. Serving as the board planner for the Township of Mendham.
- Redevelopment Studies and Plans; Various Locations, NJ: Aided in the preparation of redevelopment studies and redevelopment plans for the Township of Little Falls, the Borough of Leonia, and other municipal clients.
- Housing Plan Elements and Fair Share Plans; Various Locations, NJ: Aided in the preparation of Housing Plan Elements and Fair Share Plans, pursuant to Council on Affordable Housing (COAH) regulations for the Boroughs of Brielle and Leonia. Provides COAH planner services for Glen Ridge, Little Falls, Pompton Lakes, and River Vale.
- Feasibility Studies; Various Locations, NJ: Reviewed current zoning and unique property characteristics such as environmental constraints to determine highest and best use scenarios. Skills used to complete these studies include zone code analysis, environmental review and use of computer programs such as Sketch-Up.

Education

Master of Urban Planning, City & Regional Planning; Rutgers University

B.A., International Studies and Spanish; Allegheny College

Licenses/ Certifications

Professional Planner: NJ

American Institute of Certified Planners (AICP)

Memberships

American Planning Association (APA)



Lisa M. Rickmers AICP

Senior Environmental Planner



Ms. Rickmers is an environmental planner responsible for scoping and preparing environmental assessment forms (EAFs), environmental impact statements (EIS), and related documentation. She performs technical research and writing for environmental analyses and assists in development and implementation of a diverse range of project plans for both municipal and private clients. Ms. Rickmers previously served as the Village Planner for the Incorporated Village of Port Jefferson, where she managed the site plan and SEQRA processes. In her four years at the Village, she served as liaison between applicants and municipal officials and guided the Planning and Zoning Boards in the site plan and environmental review of applications from pre-submission through decision and resolution. In addition, Ms. Rickmers has 15 years of research, writing, teaching, and grant management experience.

Selected project experience

Education

Master of Philosophy, Political Science;
CUNY Graduate Center

M.A., Asian Pacific Policy Studies;
University of British Columbia

B.A., Political Science and German;
Middlebury College

Licenses/ Certifications

American Institute of Certified Planners
(AICP)

Memberships

American Planning Association (APA)

- Inc. Village of Port Jefferson Village Planner; Port Jefferson, NY: Directed the Planning and Zoning Boards in the SEQRA process, including classification, declaration of lead agency, notifications, and findings. Evaluated Environmental Assessment Forms (EAFs) and prepared EAF Parts I, II, and III as required. Coordinated with applicants, attorneys, architects, and other design professionals for site plan and zoning needs. Conducted site plan review and analyzed project proposals for completeness, code compliance, community, and environmental impact. Prepared technical staff reports for board use.
- Barnum Parking Lot New Public Parking Lot; Port Jefferson, NY: Managed site plan review and SEQRA analysis for Port Jefferson's first new public parking lot in 50 years. Prepared EAF Parts I, II, and III with a focus on impacts of drainage, traffic, noise, flora and fauna, and community character for Lead Agency review. Drafted the SEQRA determination and Site Plan Resolution on behalf of the Planning Board.
- Bridgeport Port Jefferson Steamboat Company New Ferry Office Building; Port Jefferson, NY: Managed the Site Plan Review and SEQRA process for a two-story office building. Guided the Planning Board in assessing FEMA compliance. Notified involved and interested agencies, including the New York State Department of Transportation (NYSDOT), Town of Brookhaven, and the Suffolk County Planning Commission. Prepared the EAF Part II and Part III for the Planning Board's consideration. Drafted the SEQRA determination and Site Plan Resolution on behalf of the Planning Board.
- Inc. Village of Port Jefferson Rezoning of Belle Meade Road and North Country Road; Port Jefferson, NY: Directed the rezoning from residence office to professional office in alignment with the vision of the Comprehensive Plan, including preparing SEQRA documentation, completing mapping updates, and drafting the resolution for the Board of Trustees.
- UNICEF/City University of New York (CUNY) Global Design for UNICEF Challenge: As Project Co-Lead, designed and implemented a collaborative development innovation contest open to all 250,000 matriculated CUNY students and supported by UNICEF. Designed and developed the project's website with social networking features for online student team building and collaboration. Facilitated CUNY and UNICEF collaboration to publicize the contest and identify target development problems.
- CUNY Adjunct Instructor: Designed and taught courses on the American political system, public policy, international politics and globalization at Lehman College, Baruch College, and Brooklyn College. Developed and implemented a writing intensive curriculum and integrated online learning tools into the curriculum. Counseled students on academic direction and career options.
- CUNY Research Associate for Program on States and Security: Managed \$300,000 Carnegie Corporation grant and \$268,000 Ford Foundation grant. Maintained budgets, prepared financial statements, and final reports. Collaborated to design and write grant application resulting in \$475,000 of additional funding.
- CUNY/Ralph Bunche Institute Research Associate for United Nations Intellectual History Project: Collaborated with project director to write and edit materials for website, events, conference presentations, and general public. Prepared semi-annual reports on project goals and achievements.
- Provided legal assistance at major law firms including Sidley Austin, LLP, LeBoeuf Lamb, Cravath, Swaine & Moore, and Cadwalader, Wickersham & Taft. Researched finances, product development and patent history. Designed and maintained file databases and trained legal assistants.

Cost Proposal

The overall cost of the proposed scope of work is noted below. We recognize that governments often operate with constrained financial resources and H2M is committed to being flexible to our partner client's needs. The following cost proposals can be selected individually as budget allows, rather than being taken as a total cost for the entire effort. In addition, certain aspects of the planning process, such as community outreach task can be scaled according to the desired level of effort for the Planning Study. If the Township is interested in discussing our approach and costs further, we would be happy to discuss these prior to entering into a contract with the Township.

Task	Description	Hours	Cost
1	Project Management	17	\$3,672
2	Village and Public Input (sum of A-E)	160	\$28,294
	A. Village Board Meeting	40	\$8,020
	<i>Village Board Meeting 1</i>	10	\$2,005
	<i>Village Board Meeting 2</i>	10	\$2,005
	<i>Village Board Meeting 3</i>	10	\$2,005
	<i>Village Board Meeting 4</i>	10	\$2,005
	B. Staff Input meetings	12	\$2,592
	C. Steering Committee meetings (6 in total)	36	\$5,868
	D. Property owners interviews (virtual)	12	\$1,956
	E. Public Input session (sum of below)	60	\$9,858
	<i>Public Input session 1</i>	20	\$3,286
	<i>Public Input session 2</i>	20	\$3,286
	<i>Public Input session 3</i>	20	\$3,286
3	Planning Study	185	\$23,622
	A. Introduction	4	\$440
	B. Study area Boundary	8	\$1,110
	C. Review existing materials	85	\$9,499
	D. Analysis	64	\$9,085
	E. Issues and Opportunities	12	\$1,744
	F. Recommendations	12	\$1,744
4	Final Report	24	\$3,488
5	SEQR Administration (optional) (sum of below)	132	\$15,446
	Full Environmental Assessment Form	29	\$3,226
	Expanded Environmental Assessment	69	\$8,218
	Coordinated Review	13	\$1,424
	Parts 2, 3, and Negative Declaration	21	\$2,578
Total excluding optional SEQRA		386	\$59,076
Total including optional SEQRA		518	\$74,522

Hourly Rate Schedule

Job Title	Hourly Rate
Traffic Engineering Practice Leader	\$245
Practice Leader – Land Use Planner / Project Manager	\$217
Senior Environmental Planner	\$185
Senior GIS Specialist	\$139
Staff Planner II – Land Use Planner	\$110
Environmental Project Planner	\$102
Senior Administrative Support Professional	\$102
Staff Environmental Planner	\$80
Planning Intern	\$80

Contract Reservations

H2M reserves the right to negotiate reasonable insurance, liability, and claims provisions that are consistent with industry standards and the standard of professional care applicable by law.

