

Upper Providence Township
Comprehensive Plan Task Force Committee
Meeting Minutes
March 14, 2018

The Upper Providence Township Comprehensive Plan Task Force Committee (CPTFC) held a meeting on Wednesday, March 14, 2018 in the Township Council Room. The meeting was called to order at 6:00 PM. CPTFC members present were Michael Crotty, Timothy Broadhurst, Joseph Maylish, Kathy Heupler, Joseph Solomon & Dan Woody. Also present were: James P. Kelly, Township Engineer; Beth Naughton-Beck, Township Solicitor and Gregory Lebold, Township Manager and Zoning Officer.

Mr. Crotty opened the meeting with a discussion on dates for future meetings, which were mutually agreed to be at 6 PM prior to the monthly Planning Commission meetings unless members have a conflict and another date and time will be determined. Mr. Crotty also outlined the 3 steps that are vital to completing the Comprehensive Plan update, which are 1) Research, data gathering and analysis; 2) Obtaining input from other Township Committees and 3) a chapter to chapter review of the existing Comp Plan.

A discussion among the members consisted of historical background information from previous Comp Plan members, Joe Solomon and Kathy Heupler, who outlined how the previous plan was prepared and the issues that were vital to the previous plan. Mr. Solomon stated that community input was critical and that surveys should be considered. This led to a discussion on methods of gathering information from Township businesses and residents and whether website or mailings should be utilized.

As Spotts, Stevens and McCoy (SSM) had prepared the previous Comprehensive Plan, the Committee directed Mr. Lebold to contact SSM and request a copy of the previous market research surveys and to find out whether mailings or email would be preferable and cost-effective.

Due to conflicts with members schedules the next meeting will be held on April 30, 2018 at 6:00 PM.

Adjournment

Mr. Crotty adjourned the meeting at 7:00 PM.

Submitted by:

Gregory C. Lebold
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Township Manager