

Upper Providence Township
Comprehensive Plan Task Force Committee
Meeting Minutes
April 30, 2018

The Upper Providence Township Comprehensive Plan Task Force Committee (CPTFC) held a meeting on Monday, April 30, 2018 in the Township Council Room. The meeting was called to order at 6:00 PM. CPTFC members present were Michael Crotty, Bill Campi, 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 the Comprehensive Plan Resident Questionnaire. A line by line review of the questionnaire that was used in preparing the previous Comprehensive Plan was conducted, with changes and deletions made by the members. Mr. Solomon and Ms. Heupler, outlined how the previous questionnaire was distributed and discussed concerns with potential bias with a limited distribution of the questionnaire. Ms. Heupler agreed to revise the questionnaire with the changes discussed.

The Committee directed Mr. Lebold to contact Spotts, Stevens and McCoy (SSM) after Ms. Heupler has revised the questionnaire for its recommendation on how widely the questionnaire should be distributed to find out whether coded post card mailings to all Township households would be preferable and to determine a cost estimate to undertake this activity.

It was mutually agreed that the next meeting will be held on June 25, 2018 at 6:00 PM.

Adjournment

Mr. Crotty adjourned the meeting at 7:35 PM.

Submitted by:

Gregory C. Lebold

Gregory C. Lebold
Township Manager