

Upper Providence Township  
Comprehensive Plan Task Force Committee  
Meeting Minutes  
June 25, 2018

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The Upper Providence Township Comprehensive Plan Task Force Committee (CPTFC) held a meeting on Monday, June 25, 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. Also present were: James P. Kelly, Township Engineer; Beth Naughton-Beck, Township Solicitor and Gregory Lebold, Township Manager and Zoning Officer.

Mr. Crotty made a motion to approve the minutes from the April 30, 2018 meeting. The motion was seconded by Mr. Maylish and unanimously approved by the Committee.

Mr. Crotty then opened the meeting with a discussion on the Comprehensive Plan Resident Questionnaire. Mr. Lebold informed the Committee that Glenn Neuhs, the consultant from Spotts, Stevens and McCoy had provided a list of questions he suggested for a survey and the list was distributed to the other members.

A review of the questionnaire that was prepared by Ms. Heupler was conducted, with suggestions that the questionnaire include a not applicable or no opinion response on certain charts, which the Committee will determine. The Committee recommended that the survey narrative note that answers aren't required for every question, which would be in lieu of the not applicable or no opinion column on the charts. A discussion on contacting business owners and other interest groups was also discussed, as a later part of the Comp Plan review process.

The Committee requested and authorized Ms. Heupler to contact Mr. Neuhs on behalf of the Committee to determine the type of survey, time of year for the survey and the cost comparison between a mailed survey and an on-line survey.

It was mutually agreed that the next meeting will be held on July 23, 2018 at 6:00 PM.

**Adjournment**

Mr. Crotty adjourned the meeting at 6:45 PM.

Submitted by:

Gregory C. Lebold

Gregory C. Lebold  
Township Manager