

**August 9, 2007**  
**Comprehensive Planning Committee**  
**Meeting Minutes**

Meeting commenced at 7:00 pm with 6 members present, 3 absent. Suitable quorum for doing business. Tom Will was added as a Committee member by Trustee action on 8/8/2007.

Members present: Steve Havens, George Fleshman, Brian Mumford, Sandra Faulkner, Connie Goodman, and Jo McIntosh.

Members Absent: Chip Stalter, Tom Will and Jim Greenhalge.

Others Present: Susan Dorsch

1. Agreement reached on the process for preparation, review and approval of minutes. Steve Havens will prepare minutes, distribute by email and solicit feedback as soon as possible after the meeting. Committee members will have 3 working days to respond. Corrections will then be made and the minutes posted to the Township Website. Absent a response from Committee members, concurrence will be assumed. This will make the minutes available to the public within a reasonable timeframe.

2. Agreement reached on eliminating the Yahoo Website as it is no longer necessary. Subscription will be terminated. (Susan should probably follow-up with Bill Bird.)

3. George Fleshman and Brian Mumford volunteered to work with Susan Dorsch and Vicki Stainer to update the Comprehensive Plan portions of the Township Website. This will include:

- seeing that essential information is archived/preserved as part of the public record
- removing outdated information
- adding current information
- eliminating the 4 sub-committee mailboxes and going to a single mailbox for the entire

Committee

- preparing an informational letter for the next Township Newsletter advising residents of the changes and how to access Committee information.
- updating the Committee membership list.

4. Susan Dorsch will explore having Scott Sanders, Director of the Delaware County Regional Planning Commission, speak and answer question about Comprehensive Plans, Zoning Resolutions, etc. at the Sept. 5 or Sept. 19 Committee meeting.

5. Connie Goodman will arrange a meeting with the Otterbein consultants to discuss Committee suggestions for revisions to the Final Report on the Visioning Process and on options for future community meetings as a follow-up to the Report. Target date for providing a copy of the Report to the Trustees is September 15 with a presentation at the Trustees meeting on September 26.

6. The Committee reviewed a draft transmission letter of the Visioning Report to the Trustees and made a number of suggestions for revisions. Steve Havens will revise the Draft and present it for further discussion at the August 22 Committee meeting. The letter will include recommendations for making the Report available to all Township residents.

6. The Committee briefly reviewed a draft of the Town Enhancement report prepared by Connie Goodman. Connie will make suggested revisions and present it for further discussion at either the August 22 or the September 5 Committee meeting.

7. The Committee discussed comments provided by the Parks Advisory Board for inclusion in the Comprehensive Plan and agreed that they should be included. The Plan drafting group will work on this.

8. The Committee began a discussion on revisions to the 1999 Comprehensive Plan, specifically Chapters 2 and 5 at this time. This discussion will be continued at the August 22 meeting. Based upon the discussions, the drafting group will prepare some initial drafts of proposed changes for consideration. More planning needs to be done on the formal Plan approval process and the opportunities to be provided to get comments on the proposed changes from Township officials and residents. Several public hearings are a mandatory part of the process.

9. The agenda for the August 22 meeting will focus on clean-up of several of the items above and a continuing discussion of revisions to the Comprehensive Plan. Committee members are requested to come prepared to address the concept of a "Town Center" - what does that mean, where should it be, where could be, what might it cost, how the costs would be financed, etc. This is important because it was one of the major "themes" arising from the Visioning Process. If you have materials for consideration by the entire group, please try and email them to everyone in advance of the meeting. Since we have a significant amount of work to do on the Comprehensive Plan revisions, please plan on at least 2 hours for the meeting.

The meeting adjourned at 9:45 pm.