



CALN TOWNSHIP

DEPARTMENT OF ENGINEERING

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2015 Comp Plan Update Session 10 Minutes March 15, 2016

The Comp Plan Committee held their tenth session on Tuesday, March 15, 2016 in the Caln Township Municipal Building, immediately following the monthly Planning Commission meeting.

In attendance for the Planning Commission were Dave Lamb, Eugene Spratt, Jim Benko, Jill Hammond, Ken Simon and John Robinson, Jr. Ex-Officio Member.

Also in attendance was Jeffrey W. McClintock, PE, CFM, Township Engineer and Cheryl A. Lafferty, Planning Commission Secretary.

Other committee members in attendance were Commissioners' Jennifer Breton and John Contento and residents Lorraine Tindaro, Noel Bernard and Marc Fox. Also in attendance were Commissioner's Joshua Young and George Chambers along with Mark Gallant and Sean O'Neill of the Chester County Planning Commission (CCPC).

Discussion occurred, with some of the items to note:

- Purpose of this evening's session was to discuss information submitted to date, including the March 1, 2016 memo from URDC and the Draft Caln Township Comprehensive Plan Update distributed this evening;
- Determine if any positive progress has been achieved, and decide how the Township should proceed in obtaining an updated Comprehensive Plan to address our concerns and vision for the future;
- URDC's contract for the updated/completed Comprehensive Plan is \$50,000;
- It appears a lot of URDC's own thoughts and summations were incorporated into the Draft;
- Being a Draft it's not a finished product, is it something we can work on and build upon;
- Per Commissioner Young, Draft appears to include a lot of data and demographics, does not appear to be a road map/vision for planning our future;

- Goals listed in the Draft appear to be very generic, most of which weren't discussed;
- Mrs. Hammond and Mr. Benko worked on the previous Comprehensive Plan and noted Goals were very detailed, and that Goals lead the plan to be able to establish Strategies/Guidelines;
- The County was asked for their thoughts:
 - The County's goal is to obtain a quality product, as is the Township's;
 - The County indicated that in times past, consultants have been changed on comp plan projects;
 - At a quick glance, it appears materials are missing from the Draft. A major portion of which is the Fair Share Analysis;
 - The County will help with the review of the Draft i.e. what's included, what's missing. Review will be done per MPC and cover Scope of Work and good planning methods;
 - Township needs to give clear directive to URDC as to what's expected and needed;
 - To this point, materials have been submitted in numerous pieces and not pulled together. The Draft now has content/something to look at, reference and comment on;
 - Township has to decide what direction is envisioned for the future;
 - If the Planner within the same company was replaced, it shouldn't stall the process greatly;
 - Mr. Gallant noted Chester County Planning Commission would need to approve the individual URDC may propose to assign, as a list of qualifications needs to be met within the contract agreement;
 - If the Township should decide to change consultants, the County would need to amend the Grant and all parties would need to sign off. Anticipated lag time would be approximately 3 – 4 months for a change over.
- Further comments from the Committee members were:
 - Presentation has been very disjointed/unorganized, confusing, going in circles and frustrating;
 - Not focused;
 - A Project Manager should be self-sufficient, be able to manage, understand and produce. Committee shouldn't have to micro-manage;
 - Consensus was current Planner doesn't understand us or our needs, nor does the Committee believe he's capable of changing his ideas to reflect our needs;
 - Materials should be provided giving adequate time for review of sections at a time, discussion should occur, homework given then provide feedback with comments being incorporated;

- Goals set the tone/what do we want to accomplish. Goals from the prior Comprehensive Plan should be reviewed and incorporated accordingly;
- The Committee shouldn't have to work with the County to pull the update together, that's what the consultant is being paid to do;
- It was noted for the record, West Chester had similar issues with URDC, the Project Manager and quality of the unfinished product submitted, therefore the relationship was discontinued;
- Three options were presented and voted upon (a) Continue with URDC requesting a new Planner (b) Change to a new consultant (c) Continue with URDC and current Planner. Majority vote was (a) Continue with URDC with a new Planner being assigned;
- With four Commissioners being in attendance, all were in agreement with continuing with URDC with a new Planner being assigned;
- If URDC is unwilling to assign a new Planner, consensus was to discuss with the Board of Commissioners and hire a new consultant;
- If URDC is released, only pay for what has been produced.

With no further discussion, the Committee was asked to review the Draft submitted and compare to the current Comprehensive Plan previously provided within their binders. Review and compare Goals and Objectives, make notes and changes as homework for the next session.

Mr. McClintock was asked to contact URDC and discuss the situation, and request a new Planner be assigned to work with the Township in completing a quality product in updating our Comprehensive Plan. Contact will be made by weeks end, and a deadline given to URDC. Chester County Planning Commission was asked to "table" review of the Draft until a decision has been made pertaining to URDC.

The session ended at 8:40 P.M.

Respectfully submitted,
Cheryl A. Lafferty
Planning Secretary