

DRAFT
STEERING COMMITTEE
DECEMBER 29TH, 2006

Attendees: Mayor Hsueh, Council President GeEVERS, Council Vice President Kleinman, Planning Board Chairperson Gardner, Township Attorney Mike Herbert (Advisor), Gay M. Huber, Recording Secretary

- Mayor will be the Chair of the Steering Committee
- Draft Agenda and list of advisors will be distributed to each Steering Committee member for approval of attendees and agenda
- Mr. Herbert and a Recording Secretary will be at each Steering Committee meeting
- Coordinate Hillier's schedule with Resolution 2006-R265
- Charrette meeting time should be changed from 6:00-9:00 p.m. to 7:00-10:00 p.m.
- Ms. Huber to check on availability of the Grover Middle School on the following dates for the Charrette process: 2/22, 3/15, and 4/19
- Ms. Huber to advise that coffee/tea and cookies should be served during these meetings
- Mr. Gardner advised that the Redevelopment Plan will need more than one meeting before the Planning Board
- Ms. Kleinman suggested that the presentation of the concept Redevelopment Plan to both the Planning Board and Council be done in May
- Written comments from the public should be received by June
- Once the Preliminary Design Presentation is made to the Council and Planning Board Hillier will develop a draft of the Redevelopment Plan over the summer
- From Labor Day for the next six weeks, public meetings will be held by the Planning Board with presentations by the consultant
- Once draft has been presented to the Planning Board any associated maps or other documents will be posted in the Municipal Building for the public's review
- The Planning Board will approve the Redevelopment Plan and refer to the Township Council for adoption by ordinance in October
- Ms. Kleinman requested that all P/R pieces be reviewed and approved by the Steering Committee prior to be sent out.
- Mr. Gardner advised that P/R from Hillier should also be pre-approved by the Steering Committee
- Ms. Kleinman requested a discussion item for agenda as to how Hillier will handle the Charrettes if 400 or more attend.
- Mr. Herbert and Ms. Huber will send a memorandum to Hillier regarding the concerns of the Steering Committee