

The Multi-Municipal Comprehensive Plan for the SLATE BELT

Update Meeting

May 1, 2019 – 7 PM, Weona Park, 25 S. Main Street, Pen Argyl, PA 18072

Steering Committee Attendees:

Bangor: James W. Kresge, Nate Dysard, Brooke Kerzner
East Bangor: Jason Huggar, Derek Powell, Susan Ruggiero
L. Mt. Bethel: Susan Disidore, Sandra Newman, Jennifer Smethers, Samantha Burns
Pen Argyl: Janell Connolly, Robin Zmoda, Joe LeDonne
Plainfield: Terry Kleintop, Tom Petrucci, Steve Hurni, Paul Levits
Portland: Lance Prator
Roseto: Carl Renna, Joe Angelini, Cathy Martino
U. Mt. Bethel:
Washington: Gail Putvinski, Robert D. Smith
Wind Gap: Louise Firestone, David Hess

Members of the Public in Attendance:

Ellen Larmer – Community Action Committee of the Lehigh Valley (CACLV)
Brian Fenstermaker – Senator Scavello's Office
James Howard – Upper Mount Bethel Township
Judith Henckel – Upper Mount Bethel Township
Glenn Borger – Plainfield Township
Randy Yordy – Wind Gap Municipal Authority
Stephen Reider – Slate Belt Rising
Mark Hartney – Northampton County
Ken Charette – Fitzpatrick, Lentz and Bubba/Lehigh Valley Planning Commission (LVPC)

Planning Partners in Attendance:

Becky Bradley – Lehigh Valley Planning Commission (LVPC)
Peter Barnard – Lehigh Valley Planning Commission (LVPC)
Tracy Oscavich – Lehigh Valley Planning Commission (LVPC)

Minutes:

Intermunicipal Agreement

Ms. Bradley started the conversation by stating that LVPC is the consultant to the steering committee and the committee needs to decide how to govern themselves. She further explained the Municipalities Planning Code (MPC) requirements of a Multimunicipal Comprehensive Plan by sharing that no community can tell another community what to do, and municipalities don't have to take uses they don't want. The Steering Committee began discussing the voting structure of the committee. The discussion included the pros and cons of various structures. The points in the planning process that would need a decision are: survey response, adopting part I – the draft vision and guiding principles, draft edits (on big ideas), and the end of the final draft.

A discussion about how the comprehensive plan affects each municipalities individual zoning after the plan is complete took place. Municipalities do not necessarily have to change their zoning after the plan is finalized. They may choose though in accordance with the Pennsylvania Municipalities Planning Code.

The Steering Committee will know the topics of each meeting at least two weeks prior to the scheduled meeting. This will allow the steering committee members to be prepared with their municipalities thoughts on the topic to be discussed.

A vote was called to determine if the structure should be unanimous or not unanimous and unanimous won by majority. The agreement included the understanding that it is one vote per municipality.

For the Intermunicipal agreement, there will be a note that LVPC only applies to section 5a and that the agreement authorizes the steering committee to hire LVPC to do the plan.

The steering committee then discussed Chair and Vice Chair positions to be the facilitator of the steering committee and run the meetings. The Chair and Vice Chair will be the main points of contact for LVPC and facilitator of the agendas, meetings and coordination of the municipalities. A nomination was made for Janell Connolly, however because she holds a seat on LVPC, it may be potential conflict of interest. A motion was made for Tom Petrucci to hold the Chair position and the steering committee unanimously agreed. A nomination was made for Jennifer Smethers to serve as a Vice Chair of the steering committee and the committee unanimously agreed.

The steering committee next discussed the number of seats on the steering committee for each municipality. There is concern that a municipality may not be able to fill the specifics of "elected, planning commission and staff." The Steering Committee unanimously agreed each municipality will have 3 seats on the steering committee with at least one being an elected official.

Slate Belt Rising asked that their name be replaced with CACLV since they are not a separate entity.

Payment to LVPC for the work will be outlined in the professional services contract and will occur on a bi-monthly basis. CACLV/Slate Belt Rising funding will be billed first. The municipalities and Northampton County will be billed after that fund is expended. If any municipality has a budgetary challenge, LVPC is willing to work with them on an alternative schedule.

Discussion around if a municipality backing out of the plan before the plan is complete took place. It was strongly encouraged that if this occurs to deal with it at that time.

There is no extension available for the deliverable of Part 1 past September 30, 2019 to meet the funding requirements of the CACLV/Slate Belt Rising Funding. There is not a hard deadline for the completion of the final plan but should aim for one year and a half time frame.

- **NEXT STEPS:**
 - LVPC will update the intermunicipal agreement to reflect:
 - Unanimous voting and one vote per municipality

- Remove “(1 Elected Official and 1 Planning Commissioner and 1 appointed representative or 1 staff member),” and replace with “at least one elected official.”
- Community Action Committee of the Lehigh Valley instead of Slate Belt Rising
- LVPC will send documentation and case law to each municipality to help them understand how they may or may not adjust their zoning after the comprehensive plan is finished.
- Each municipality should review this contract and provide comment by May 8th to LVPC.

Project Logo, Colors and Website

Ms. Bradley showed the Steering Committee several logo variations for consideration. Discussion occurred and the following comments made:

- Those present asked if the branding effort that took place for the Slate Belt Rising initiative would be incorporated.
- The Steering Committee unanimously liked the name of “Plan Slate Belt”
- **NEXT STEP 1:** LVPC will get the files from Slate Belt Rising and incorporate this into the logo and colors
- **Development of a project website was discussed.** Once the colors and logo are decided a website with basic information on the project, project updates, Steering Committee Members should be created.
- **NEXT STEP 2:** Communities will need to collect and send photos to the LVPC for the website. Photographer credits will need to be included. Photos should be representative of each community and what each is proud of (e.g. landscapes, wildlife, housing, businesses, community events, Appalachian Trail, etc.)
- **NEXT STEP 3:** Steering Committee Members will need to be finalized and sent to LVPC with exactly how they would like to be referenced, name spelled, etc.

Public Press Event

Lafayette Ambassador Bank is the entity supporting the funding for the tax credit program funding the Slate Belt Rising portion of the plan. The Steering Committee and other funders will pull together a press event to have a big check handed to the group. The event will take place outside a Lafayette Ambassador Bank branch location in the Slate Belt. The Steering Committee did not object to holding the event at 5:30 pm prior to the next steering committee meeting.

Steering Committee Meetings

Those present discussed the Steering Committee Meeting schedule. The group agreed that the first Wednesday of each month at 7 PM at the Weona Park Community Center worked the best. The next meeting is expected to be on June 5th. Regular monthly meetings are expected going forward.

- **NEXT STEP:** LVPC will draft a meeting calendar based on the first Wednesday of each month (taking into consideration holidays) and distribute it to the group. Comments and approval of the meeting schedule for each municipality are due to LVPC by May 8th.

Slate Belt Comprehensive Plan Steering Committee Meeting Minutes
May 1, 2019

Attachments

- Example project logos
- Example project color palette

Minutes prepared and respectfully transmitted by the LVPC.