

## Westfield Township Plan Update Committee Meeting Minutes: 22 January 2009

### 1. Introduction

Trustees Carolyn Sims and Jim Likley welcomed and thanked the persons in attendance and introduced Mark Majewski. Mr. Majewski is a planning consultant with Northstar Planning & Design LLC who will facilitate the plan update project.

### 2. Committee Selection

Mr. Majewski stated that all persons who had submitted applications have been appointed to the Committee. Although this is a much larger group than anticipated, the Trustees and consultant appreciated the volunteers and agreed to the larger group. He explained that communications, meeting dynamics, and other factors will require adjustment and patience, but that the group will be very effective and workable. Members were asked to provide home addresses and email addresses.

Committee members introduced themselves and described their history with the community.

Majewski described his background and planning experience.

### 3. Township Planning

Majewski presented a brief explanation about township planning, its purposes and impacts, and its relationship to zoning and development regulations.

### 4. Plan-Making Process

Majewski presented a brief explanation of the intended process for preparing the update. It will be a typical plan-making process including data collection, analysis, goal setting, preliminary plan, and final plan.

There will be opportunities for public participation throughout the process, including public comment forms for written comments at all meetings, brief opportunities to speak to the committee, special public presentations, and a survey.

Majewski explained that the Committee has no formal, legal authority but has been appointed to provide citizen advice and recommendations to the Zoning Commission and Trustees for the Township Plan.

### 5. Committee Meetings and Schedule

Majewski distributed a Rough Draft Meeting Schedule. If all goes as intended, meetings will conclude by mid-July.

The next committee meeting will be held on Thursday, February 12 at 7:00 pm in Township Hall. Additional meeting dates through mid-April will be confirmed at that meeting.

The Consultant will work to distribute meeting materials by email at least a couple of days prior to meetings.

6. Homework.  
Majewski distributed a "homework assignment" for committee members to return at the next meeting.
  
7. The committee and audience were asked for any questions.  
There was discussion and comments about various subjects including:
  - school district and student population trends
  - planned developments in the Chippewa Lake area
  - watershed protection plans in the Chippewa Sub District
  - the latest Seville annexation proposal
  - the county's purchase of the Westfield Center water system