

DRAFT  
STEERING COMMITTEE  
January 8<sup>th</sup>, 2007

Attendees: Mayor Hsueh, Council President Geevers, Council Vice President Kleinman, Planning Board Chairman Gardner, Representatives from Hillier Architecture: Robert Hillier, Bradley Walters, and Anish Kumar, Township Attorney Mike Herbert (Advisor), Gay M. Huber, Recording Secretary

- Discussion of 12/27/06 letter to Robert Hillier
- Mr. Walters advised that the semi-colon correction is incorrect and made the necessary adjustment and initialed
- Mayor advised that all charrette meetings will be televised
- Mr. Kumar suggested that Council and Planning Board members attend all charrette meetings
- Council and Planning Board will have a joint televised meeting in May to review the “Concept Plan” and then each body will independently vote on the “Concept Plan”
- Planning Board will make presentation to Council of final plan in the fall, with support of Hillier Architecture
- Mr. Kumar suggested that Mr. Madden and Mr. Muller be involved in the entire process
- Drafts of final plan will be reviewed by Mr. Muller and Mr. Madden throughout the summer to ensure proper flow of information between Hillier Architecture and the Township
- Tentative Charrette dates set-up: 2/21/07, 3/17/07 and 4/19/07, availability of schools will be determined in next two days by Ms. Huber
- Mr. Kumar requested that a list of the property owners within the redevelopment zone as well as a list of residents within 200 feet of the redevelopment zone be developed and sent to Hillier Architecture. Mayor requested that Pat Ward coordinate this information to Hillier with copies to the Steering Committee
- The matter of attendance of more than 250 people to the charrettes was discussed and Hillier Architecture ensured that ample staff would be available to handle
- Hillier Architecture suggested a RSVP be placed on the notice and that the Township keep a running number of attendees. This would not shut-out anyone who did not RSVP from attending and/or participating in the meetings. It would however; give a handle on the number attending so appropriate staff can be available.
- Steering Committee meeting schedule: 1/16/07 at 1:00 p.m.; 2/2/07 at 11:00 a.m.; 3/5/07 at 9:00 a.m. and 4/16/07 at 9:00 a.m.
- Mayor requested that Mr. Marion and Ms. Ward receive copies of Steering Committee bullet points
- Mr. Marion and Ms. Ward were requested to attend the 1/16/07 Steering Committee meeting with regard to publicity of the charrette process. Communication issues will be discussed.

- During the summer, Hillier Architecture will review the Concept Plan in order to develop the “Draft Redevelopment Plan” which will then be presented to the Planning Board in September. Bob Hillier agreed that in addition to the already agreed upon one meeting for this presentation that Hillier Architecture will participate in up to a total of three public meetings with the Planning Board on the Draft Redevelopment Plan. The additional meetings are to be considered a continuation of the first presentation meeting. Planning Board members, staff and the public will all be allowed to ask questions during these meetings.