

Town of Lovettsville

Comprehensive Plan Advisory Committee Minutes

May 27, 2009 meeting

Present: Lorraine Bauer John Broman, Mari Bushway, Elaine Fischer, Fred George (Arrived Late), Rodney Gray, Joseph Mueller, Ed Spannaus, Elaine Walker, Bob Zachritz

Staff Present: Keith Markel, Steve McGregor

Absent: Jack Burden, Joanne Cooper, Shaun Staley

The orientation meeting of the Comprehensive Plan Advisory Committee (CPAC) was called to order at 7:30p.m. by Mr. Markel. All of the members were thanked for their service to the Town by participating in the CPAC process.

The members introduced themselves.

Mr. McGregor gave a presentation on the State Code requirement for reviewing the Comprehensive Plan every five years and the importance and mission of the Comprehensive Plan Advisory Committee in this. He explained the differences between the purpose of the Comprehensive Plan and the Zoning Ordinance and the role of the two documents in the development process.

After the presentation, Mr. McGregor summarized the draft ground rules that were presented to the committee for their review. He asked that the members be prepared to accept a set of ground rules at the next meeting and to make suggestions for changes in the draft.

Mr. Markel said that staff was hoping to have the committee select a chair and vice chair for the CPAC at this kick-off meeting so leadership could be in place for the planning of the next meeting. The floor was opened for nominations. Mr. Zachritz, the Chair of the Planning Commission said that he would be willing to Chair the CPAC if no one else wanted to do it. Mari Bushway said that she wanted to serve as Chair. There were no other nominations and Ms. Bushway was elected Chair by a unanimous vote. The position of Vice-Chair was discussed and agreed that it would be appropriate to have a non-Planning Commissioner in the position. Joseph Mueller volunteered and the committee elected him Vice-Chair.

The next meeting of the CPAC was planned for June 17, 2009 at 7PM at the Lovettsville Library, where all the regular meetings are planned to be held. This will allow CPAC to meet for two hours since the Library closes at 9PM. The following regular meeting is planned for July 15 at the library at 7PM. CPAC also agreed with staff that a Comprehensive Plan Community Input meeting should be scheduled early in the process and July 22 at the Community Center was planned. This public input meeting will be a chance for the public to provide comment on planning issues and give CPAC the opportunity to incorporate the comments into their own planning issues discussions.

Fred George asked how the Town can plan for the future when the boundaries of the Town may change. Mr. McGregor responded that expanding the boundaries of the Town for various purposes is a legitimate topic for CPAC consideration.

With no further business, the meeting was adjourned at approximately 8:50p.m.