

**SOUTH STRABANE TOWNSHIP**  
**COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE**

**July 12, 2018**

**APPROVED MEETING MINUTES**

The July 12, 2018 Comprehensive Plan Implementation Committee (CPIC) of South Strabane Township came to order at 6:00 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

CPIC Members:       David Fisher  
                              Jack Keisling  
                              Kathy Pienkowski  
                              Michael Sherrieb  
                              James Stewart

Absent:                 None

Also Present:         Bob Weber, Supervisor  
                              Brandon Stanick, Township Manager

There were three members of the public in attendance.

Mr. Weber thanked the members for their participation on the CPIC and members were provided an opportunity to introduce themselves. Following introductions, Mr. Weber provided an overview noting the purpose of a Comprehensive Plan (Plan), the implementation of the Plan and first steps the CPIC may choose to take as a group.

Mr. Weber then took nominations for Chairman. Mr. Keisling nominated Mr. Fisher to serve as Chairman through December 31, 2018. As there were no further nominations from the floor, nominations were closed and Mr. Fisher was appointed to Chairman with a term expiring December 31, 2018 on a unanimous voice vote.

Chair Fisher led a discussion concerning regular meetings. It was the consensus of the group to meet on August 23, 2018 at 6:00 p.m. and every third Thursday of the month at 6:00 p.m. starting in September.

Township Manager Stanick provided a brief overview of the Plan. He stated a Comprehensive Plan is an Action Plan to accomplish a community's vision. Plans are flexible, adaptive and not legally binding. Plans are supported through in-depth analyses of the community, including: census data, special surveys and other studies. Mr. Stanick stated that goals are used to identify desired achievements through the following planning elements: land use and housing, economic

vitality, connectivity, community services, natural resources and fiscal responsibility. The planning elements act as pillar of the Plan that are unique to the Township.

The Township will use the Plan to: establish priorities, allocate limited resources, communicate with developers/property owners, accomplish desired development, pursue grant applications and partnerships, and build public awareness of the Township's progress. He continued noting how the Plan has already been used noting that South Strabane Agricultural Security Area have been created and a new professional office building, following land development approvals, is anticipated at 65 Fischer Road.

Township Manager Stanick reviewed a graphic of a pyramid that will assist the Township in achieving the vision of the Plan. This pyramid illustrates the relationship between three different components: Comprehensive Plan, Zoning Regulations and Special Studies. First, the Comprehensive Plan provides a foundation for this land use vision from which the other two build upon. The Plan is literally a visioning document for the Township to direct growth and make policy choices consistent with the identified goals and objectives. The Zoning Code and Zoning Map are legal tools that help the Township achieve its future vision. Further, he stated the top includes Special Studies, which may take numerous forms, but typically result in establishing a set of design guidelines to encourage a specific look for a targeted area or corridor studies that seek to identify improvements that would be most effective in moving people and goods through specific transportation corridors.

He stated that the Action Plan includes stated actions to accomplish clearly defined goals that are measured in time, human and financial resources. The Action Plan allows the Township to see the complete picture and establish expectations. To track the progress related to the ongoing implementation of the Plan, the Township will prioritize, implement and evaluate the outcomes that result to ensure the vision is achieved.

Township Manager Stanick noted several of the major functions of the CPIC that were identified in the Plan, including: defining the role/mission and purpose of the CPIC; creating an evaluative tool to measure progress; prioritizing the Action Plan; meeting and review with the Board of Supervisors; and communicating progress with community stakeholders.

Chair Fisher led a discussion regarding the CPIC's duties and those items that could be approached first. A discussion followed and the CPIC reached the following consensus points: i) create a packet of information for developers to enhance understanding of the Plan; and ii) cultivate a relationship and create a partnership with the School District.

A discussion ensued regarding how the CPIC can follow the progress in the Township and how the Plan is or is not being achieved. Mr. Sherrieb noted that the Planning Commission will continue to review and make recommendations concerning subdivision and land development plans (per law), and as a result, suggested the CPIC review and understand if those approvals are meeting the Plan's objectives.

The Committee discussed park and recreation services and possible ways to provide those services.

Before the meeting concluded, Chair Fisher summarized several discussion points from the meeting to consider, including: developing a mission statement; updating the zoning map; determining how best to provide updates to the Board of Supervisors; and identifying the major functions of the CPIC.

As no further business came before the CPIC, the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager