

**MULTI-MUNICIPAL COMPREHENSIVE PLAN  
LAKE REGION STEERING COMMITTEE**

**MEETING MINUTES**

**July 12, 2005**

The Lake Region Steering Committee Meeting was called to order at 4:35 p.m. on Tuesday, July 12, 2005 at the Paupack Township Municipal Building. There was no Steering Committee Meeting conducted in June, 2005. Those in attendance at the July 12, 2005 Lake Region Steering Committee were as follows:

Mr. Justin Hoffmann, Paupack Township	Mr. Russell Enslin, Lake Township
Mr. Alvin Myers, Hawley Borough	Mrs. Mary Sanders, Hawley Borough
Mr. Edward Coar, Wayne County Planning	Mr. Joseph Kmetz, Palmyra Township
Mr. Edward Kennedy, Palmyra Township	Mr. James R. Martin, Consultant
Mr. Thomas Shepstone, Consultant	Mr. Michael Hanf, Palmyra Township
Mr. Ted Kostige, Paupack Township	

**Review of the May 10, 2005 Lake Region Steering Committee Minutes** – The May 10, 2005 Steering Committee Meeting Minutes were presented for review and consideration of approval by the Steering Committee. The Lake Region Steering Committee with a vote of 8 yes and 0 no accepted the minutes as presented.

**Update on the status of Project Maps:**

**Land Use Maps** – Each municipality received a revised version of the Land Use Maps which were distributed by the Wayne County Department of Planning prior to this Steering Committee Meeting. At this Steering Committee Meeting it was reported that there were no additional revisions required for the Land Use Maps as presented to Hawley Borough and Palmyra Township. Mary Sanders from Hawley Borough and Joseph Kmetz from Palmyra Township reported that no additional changes were required for their respective municipalities Land Use Maps. Lake Township provided an update to their Land Use Maps as presented and Paupack Township provided an update to the Land Use Maps as presented to them by the Wayne County Department of Planning. The Steering Committee agreed that the changes to the Land Use Maps as provided at this meeting to the Wayne County Department of Planning will be considered final. Ed Coar will have the revisions to the Land Use Maps completed for Lake Township and Paupack Township and sent to them prior to the next Steering Committee Meeting for their review and approval.

In addition each municipality received a copy of a new Zoning Map for their specific municipality as prepared by the Wayne County Department of Planning for their review prior to the next Steering Committee Meeting.

***Consultant Maps*** – A set of three (3) maps were provided to each municipality by the Consulting Team for their review and consideration. Any changes to these maps should be provided at the next Steering Committee Meeting by each municipality. The set of three (3) maps included the following:

- < Regional Zoning Map
- < Potential Conservation Area Map
- < Transportation Map

***Historic Sites Identified within the Project Area*** – The Steering Committee reviewed the list of Historic Sites identified for the Project Area. After reviewing this list, the Steering Committee made the following recommendations:

- < Gravity Railroad – Should be identified as a Historic Site (within all municipalities)
- < Palmyra Township - (one-room schoolhouse located on Columbus Avenue, and canal)
- < Paupack Township – (Lakeville Store, located at the intersection of Avoy Road and Traffic Route 590, Purdytown Cemetery located at the intersection of Historic Drive, Sandy Shore Development and Shore Drive)
- < Lake Township – (Pink Schoolhouse located on the Stockfarm Road and the Cemetery located at the intersection of the Advent and Miller Road)

***Community Survey – Summary Document*** – A complete copy of the results of the Community Survey was provided to each municipality. The Community Survey results were provided in the following format:

- < Summary report of all surveys for the Project Area
- < Summary report of all second home responses for the Project Area
- < Summary report of results for Hawley Borough
- < Summary report of results for second home owners within the Borough of Hawley
- < Summary report of all results for Lake Township
- < Summary report of all results for Lake Township (permanent residents only)
- < Summary report of all results for Lake Township for second home owners within Lake Township
- < Summary report for all results for Palmyra Township
- < Summary report for Palmyra Township for second home owners within Palmyra Township
- < Summary report for all results for Paupack Township
- < Summary report for Paupack Township for second home owners within Paupack Township

The Steering Committee Members were provided this information so that it could be used for discussion purposes with their respective Planning Commission Members as each municipality reviews proposed goals and objectives for the Project.

***Conservation Subdivision – A Land Management Tool*** – Mr. Tom Shepstone, Planning Consultant provided a presentation on Conservation Subdivision Design, a creative way to consider the subdivision and development of a parcel of land. Conservation Subdivision Design is;

- < New concept of cluster type of development
- < Preserves community character
- < Reduces environmental impacts
- < Protects land owner development rights
- < Produces high quality residential projects
- < Cost effective tool to preserve open space
- < Only one tool to manage development

Concept of Conservation Subdivision Design developed in an effort to respond to the interest of local officials, residents and home buyers for the consideration of increasing open space, maintaining local lifestyle and to preserve a “rural character” of the community. The thought process associated with Conservation Subdivision Design involves the following considerations; Open space is not what is left over after development, site resources shape development projects, focus on density, not lot sizes, connected open space serves more purposes and Conservation Subdivision Design implements community comprehensive plans.

Conservation Subdivision Design involves the following steps;

- < Development of a yield plan (number of units / lots which could be developed on a parcel of land using a traditional subdivision approach)
- < The identification of all potential open space areas including primary and secondary conservation areas
- < The identification of potential development areas
- < Location of potential home sites on the parcel of land
- < Design of road alignments and walking trails
- < Drawing in lot lines at a reduced lot size which results in the conservation of the designated open space

Finally, policy considerations for local officials would include establishing a minimum required open space (both quantity and quality of open space). Design standards, calculated after unbuildable areas are excluded from the total tract area. Separate lot size from density, the overall acreage required per dwelling, including common and undivided land and set maximum density and minimum lot size.

***Next Steps*** – Steering Committee Members were requested to discuss the Community Survey results, proposed Project Goals and Objectives, Zoning Map provided by the Wayne County Department of Planning and the maps provided by the Consulting Team to their respective Planning Commission in an effort to solicit their feedback. The results of this discussion will be reviewed at the next Steering Committee Meeting.

The Steering also discussed the possibility of having a Public Meeting on the Project to date sometime in mid-September. This Public Meeting will be discussed in greater detail during the August 9, 2005 Steering Committee Meeting.

***Next Steering Committee Meeting – The next Steering Committee Meeting is scheduled for Tuesday, August 9, 2005 at 4:30 p.m. at the Paupack Township Municipal Building.***