

## Comprehensive Plan Update: Phase 4 Working Groups Timeline

**Introductory Virtual Meeting [All Working Groups together]: Tuesday, June 29<sup>th</sup>, 2021, 6-8PM**



**Working Group Meeting #1 Existing Conditions [by Topic Area]: Week of July 12<sup>th</sup>**



**Working Group Meeting #2 Recommendation Brainstorm with Subject Matter Experts from LVPC [by Topic Area] Virtual Meetings: Week of July 19<sup>th</sup>**

**7/19, 6-7:30PM: Community Facilities**

**7/20, (Sessions 1 and 2 running concurrently) 6-7:30PM: 1) Transportation 2) Housing**

**7/21, (Sessions 1 and 2 running concurrently) 5:30-7PM: 1) Resource Protection 2) Community Utilities**



**Working Group Meeting #3 Develop Recommendations [by Topic Area]: Week of August 2<sup>nd</sup>**



**Concluding Meeting Working Groups [all Working Groups together]: Week of August 9<sup>th</sup>**

# Comprehensive Plan Update: Working Groups Introductory Meeting

*In March 2021, South Whitehall Township kicked off Phase 4 of the Comprehensive Plan Update. South Whitehall is excited to have community participation in the Phase 4 Working Groups: Housing; Transportation; Resource Protection; Community Facilities; and Community Utilities.*

## **What is Phase 4 of the SWT Comprehensive Plan Update?**

The Comprehensive Plan Phase 4 Kickoff Meeting on March 31<sup>st</sup>, 2021 introduced the five Working Groups which reflect the required Plan Elements from the PA Municipalities Planning Code (MPC). Community members joined Township staff, elected officials, and the Lehigh Valley Planning Commission (LVPC) to learn more about how to engage in the Working Groups. The meeting reviewed work to date, and LVPC staff provided brief presentations during breakout sessions on existing conditions and how each topic fits into regional context.

**Access the March 31<sup>st</sup> Meeting Recordings and Presentations here:**

<https://www.southwhitehall.com/departments/community-development/land-development/planning/comprehensive-plan-update/phase-4-kick-off-meeting>

## **What's next?**

Community participation is needed to assess existing conditions and develop Working Group recommendations during Phase 4 of the Comprehensive Plan Update. The groups will follow the meeting schedule on the next page, where Working Group members will evaluate data and future scenarios, and build out recommendations for the Comprehensive Plan Update.

housing

transportation

community  
facilities

community  
utilities

resource  
protection

# Working Group Meeting #1: Existing Conditions

*This meeting will focus on the current existing conditions for Community Facilities in South Whitehall Township. Relevant information will be discussed and presented from the growth, economic development, and transportation scenarios, the South Whitehall Township 2009 Comprehensive Plan, Comprehensive Plan Update Guiding Principles [2019], Current Topic Data [2019], and the regional comprehensive plan FutureLV.*

## **Goals**

- **Identify significant data trends within South Whitehall Township**
- **Identify where updated data and/or additional information is needed**
- **Complete Existing Conditions Discussion Template**

## **Outcome**

Solidify a baseline understanding of current data and information to best inform the recommendation process.

## Working Group Meeting #2: Recommendations Brainstorm with LVPC Subject Matter Experts

*Subject Matter Experts (SMEs) from the Lehigh Valley Planning Commission (LVPC) will present relevant data, tools, and best practices to each working group. Participants will have a chance to discuss the ways to address problems in South Whitehall Township and move forward towards identifying recommendations with SMEs.*

### **Goals**

- **Review and discuss SME sourced data**
- **Learn about tools and best practices**
- **Identify initial recommendations**

### **Outcome**

Create a high-level list of initial recommendations that will be prioritized and built out at Working Group Meeting #3.

## Working Group Meeting #3: Prioritize and Develop Recommendations

*Meeting #3 focuses on building out the recommendations identified in Meeting #2. Working Group members will prioritize their recommendations and develop recommendations utilizing the Recommendation Template.*

### **Goals**

- **Prioritize and assess recommendations**
- **Build out Recommendation Templates**
- **Prepare to present Recommendations at the Concluding Working Group Meeting**

### **Outcome**

Prioritize recommendations and then identify key goals, key actions, leaders, partners, funding, and timeline. These recommendations will be presented to the South Whitehall Township Planning Commission at the Concluding Working Group Meeting, and will directly inform the Comprehensive Plan Update.

## Working Group Concluding Meeting

*Each Phase 4 Working Group will present their recommendations to SWT staff and the Planning Commission to generate constructive feedback and discussion. The recommendations, feedback, and discussion will inform the drafting of the Comprehensive Plan Update.*

### **Goals**

- **Present recommendations**
- **Provide feedback and facilitate discussion**
- **Advance recommendations to Planning Commission drafting of Comprehensive Plan**

### **Outcome**

Phase 4 will conclude with presentations of Working Group recommendations to the Planning Commission, informing the Comprehensive Plan Update.

## Next Steps:

- In order to receive Working Group scheduling information and the Workbook – please make sure you are signed up at <https://www.swtcompplan.org/post/register-for-phase-4-working-groups>
- **Timeline:**
  - Working Group members receive scheduling email and form: 6/30/21
  - Workbooks sent out and available on SWT Website: 7/2/21
  - Working Group Meetings #1 (by topic): week of July 12<sup>th</sup>, 2021
  - Working Group Meetings #2 (by topic) – w/ LVPC Subject Matter Experts:
    - Monday, 7/19 from 6-7:30PM: Community Facilities
    - Tuesday, 7/20 (sessions 1 and 2 held concurrently) from 6-7:30PM: 1) Housing; 2) Transportation
    - Wednesday, 7/21 (sessions 1 and 2 held concurrently) from 5:30-7PM: 1) Resource Protection; 2) Community Utilities
  - Working Group Meetings #3 (by topic): week of August 2<sup>nd</sup>, 2021
  - Concluding Working Group Meeting: August 9, 2021 from 6-8PM

### South Whitehall Township Contacts:

**David Manhardt**, AICP – Director of Community Development: [manhardtd@southwhitehall.com](mailto:manhardtd@southwhitehall.com)

**Gregg Adams** – Planner: [adamsg@southwhitehall.com](mailto:adamsg@southwhitehall.com)

### Michael Baker International Contacts:

**Hannah Clark**, AICP – Senior Planner: [Hannah.Clark@mbakerintl.com](mailto:Hannah.Clark@mbakerintl.com)

**Chris Rabasco** – Planner: [Christopher.Rabasco@mbakerintl.com](mailto:Christopher.Rabasco@mbakerintl.com)