

M E M O R A N D U M

TO: Paxtang Borough Council
Paxtang Staff

FROM: Christopher Knarr, AICP

DATE: September 14, 2007

PROJECT NAME: Paxtang Borough Mini- Comprehensive Plan **PROJECT NO.:** 06-01143-007

SUBJECT: Monthly Status Report - September 2007

During the month of September:

- Met with Mayor Keldeen Stambaugh and Ken Beard on coordinating the “downtown” public meeting and the “downtown” business owners meeting which are tentatively scheduled for the following:
 - Business Owners
 - October 3 (Wednesday), 2007 from 2 – 4 pm in Council Chamber
 - Public Participation
 - October 4 (Thursday), 2007 from 6:30 – 9 pm in Borough Building.
- Developed and provided 20 full color 11 x 17” informational posters/flyers for the public participation meeting (see attached for smaller version).
- Conducted a field survey/existing conditions inventory of the “downtown”.
- Working on analyzing downtown background data/information.
- Working on an agenda/outline and presentation for the business owners meeting and public participation meeting.
- Working on refining the preliminary overriding goals and developing specific objectives for the mini-comprehensive plan.
- Working on the future land use plan for the mini-comprehensive plan.