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 Lt. Governor

**CARL J. RICHKO**  
 Chairperson

**LISA J. PLEVIN**  
 Executive Director

**MEMORANDUM**

**To:** RMP Amendment Committee

**From:** Lisa J. Plevin, Executive Director LJP

**Subject:** RMP Amendment Committee Meeting of July 18, 2019

**Date:** August 6, 2019

The RMP Amendment Committee met on Thursday, July 18, 2019 at 3:00pm at the Highlands Council office in Chester. This meeting was publicly noticed and open to the public.

RMP Amendment Committee Members present: Council Chair Richko, Committee Chair Alstede, Members Holtaway, and Vohden.

Highlands Council Staff Members present: Lisa J. Plevin, Christine LaRocca, James Humphries, Maryjude Haddock-Weiler, Corey Piasecki, Keri Green, Carole Ann Diction, and Annette Tagliareni

Public present: Julia Somers, George Stafford, Zachary Cole, Bill Kibler, George Cassa, Hank Klumpp, and David Shope

*Committee Chair Alstede called the meeting to order at 3:03pm.*

**Highlands Plan Conformance Procedures (PC Procedures)**

Committee Chair Alstede reported that the staff conducted the required six public hearings and accepted comments for a period of 60 days. The Committee has reviewed the proposed changes to the PC Procedures as a result of the public comment period and the next step is to recommend to the Council to adopt the Procedures as an addendum to the Regional Master Plan (RMP).

At this time, Mr. Piasecki gave a brief summary of Council staff's proposed changes to the PC Procedures as a result of the public comment and public hearings.

- Extend the minimum notice requirements for plan conformance petitions to 30 days.

- Expansion of the noticing requirements for Plan Conformance petitions before the Highlands Council to include the Highlands Council website, newspapers of record, and, where involving a local government, in accordance with that local government's policies for public notice.
- Clarification of the reimbursement provision (Section IV-B(d)) for municipalities that withdraw from Plan Conformance, to recognize that any financial or other assistance received by a jurisdiction and deemed consistent by the Highlands Council shall remain the property of the jurisdiction.

Mr. Piasecki added that there was an additional change on page 18 of the PC Procedures regarding the Public Comment for Center Designations to make it consistent with the edits on page 8.

Committee Chair Alstede asked if the members had any questions on the proposed changes.

Committee Holtaway was in agreement with the changes.

Council Chair Richko referenced comment #6 in the Highlands Council Response to Public Comments regarding climate change. Chairman Richko noted that this is a topic Council should continue to discuss.

Committee Member Vohden commented that he felt climate change was a state issue and should be handled at that level.

Committee Chair Alstede asked for a motion to forward the PC Procedures as amended to the full Council for adoption.

*Committee Member Holtaway made a motion to forward the PC Procedures as amended to the Council for adoption. Committee Member Vobden seconded the motion. All were in favor.*

Committee Member Vohden asked how many amendments Council currently added to the RMP.

Mr. Piasecki noted that there have been three amendments to the RMP (noted below) and this would be the fourth.

- Addendum A: Acreage Update
- Addendum 2018-1: Procedure for Considering Proposals to Amend the Highlands Regional Master Plan
- Addendum 2019-1: Highlands Redevelopment Area Designation Procedures

Committee Chair Alstede added that we have a good system in place. Committee Chair Alstede asked Council staff what the committee would be handling next. Staff responded that there are several other items to be addressed, but nothing immediate. Most upcoming projects require additional background work before they are ready for the Committee.

Committee Chair Alstede asked Council staff to provide a list of recommendations to the committee via email.

*The RMP Amendment Committee adjourned at 3:14pm.*