

**Whitewater Township Planning Commission  
Minutes of 09/14/09 Special Meeting  
Survey Design Review**

**Call to Order**

Chairperson Zakrajsek called the meeting to order at 5:35 p.m.

**Roll Call**

Members Present: Boyd, Lyons, Mangus, Miller, Zakrajsek  
Members Absent: Courtade and Savage, both excused  
Also Attending: Members of the survey design team, Benak and Harshfield  
Planning/Zoning Administrator Meyers,  
Heather McPhail of McKenna Associates,  
Recording Secretary MacLean  
plus 1 other

**Set/Adjust Agenda**

No adjustments to Agenda.

**Conflict of Interest:**

None

**Public Comment:**

Kim Halstead commented that he really hopes the Planning Commission will take and use the information gathered from the survey and not just pick and choose what the PC wants to use.

**Survey Design Review**

Boyd, in response to Halstead comment, we will be looking at all of the results.

Benak: The results will be used to shape the Master Plan.

Heather McPhail provided extra copies of the almost final format of the survey so these can be tested over the next couple of days, with input to be back to Leslie by Wednesday noon. Not for the answers but for readability and understandability by “the general public”.

**Discussion:**

- Meyers said there are a couple typos to be fixed.
- We would like to have the logo and a banner that says 2009 Survey on the envelope. Don't want people to just disregard the mailing.
- Postcards announcing the coming of the survey will be sent out Wednesday.
- The surveys will be mailed the end of next week.
- Surveys will be mailed with postage paid return envelopes.
- We want to give these “test surveys” to outside sources for understandability and getting the word out about the survey.

- Question #18, change wording from “. . . home occupations. . .” to “. . . home based businesses. . .”
- Heather will make the examples used in the questions consistent and will clarify the instructions as requested.
- Question 12, add the choice of “current location”
- Question 19 Large lot zoning to Large lot residential zoning
- Question 20, Do you live north or south of M72?, moved to the Demographics section.
- Demographics section What best describes where. . . add “check all that apply”
- Thank you for your time, participation and input plus other information at the end of the survey plus information when and where to look for the results of the survey.

McPhail said she has sent out the press release information and has provided the web page link information.

Motion by Boyd for approval of the survey with said changes, seconded by Miller, all approved. Motion passed 5 – 0.

**Public Comment:**

None

**Motion to Adjourn at 6:20** by Mangus, seconded by Miller, all approved.