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MEMORANDUM

To: Interagency Task Force Members

From: John Madden, AICP, PP

Date: July 18, 2008

Re: Minutes of July 17th Meeting
MC Project No. WWP-093

1. Gary Davies described the progress made at the July 11, 2008 Interagency Task Force Working Group meeting. Eric Jaffee of Hillier presented a summary prepared by Brad Walters of the July 11th meeting highlights (attached).
2. Gary Davies reviewed the Plan Development and Design Responsibilities Chart assigning for each plan development and circulation issue: the responsible agency, primary supporting consultant and additional responsible agency. The revised chart which all present agreed on is attached to this memo.
3. Gary Davies presented a chart (attached) showing the relationship of the governmental entities to the Interagency Task Force, property owners and the Traffic Working Group and its four parallel circulation tracks (Regional Context, Station Core Area, Site Circulation and Parking). It was noted that other non-traffic related groups could be added to the organization chart: Brownfields Remediation Group which will kick off its work at the July 23rd Planning Board meeting with NJDEP Site Remediation and the Office of Smart Growth dealing with site investigation and cleanup cost grants. The Housing Working Group will discuss affordable housing on July 23rd with the Planning Board and July 24th with the Township Council. The Finance Working Group will be reporting to the Township Council on July 21st.
4. John Madden presented a proposed schedule intended to get a proposed draft redevelopment plan in the Mayor and Township Council hands by November 1st. This would require the Traffic Working Group provide Hillier with sufficient general information on the circulation issues so that a conceptual redevelopment plan could be prepared for November 1st.



Charlie Morgan noted that the Township Council had requested a draft redevelopment plan for its review in August. Eric Joffe of Hillier agreed that a draft redevelopment plan could be prepared in August recognizing that circulation issues may not all be sufficiently fleshed out. Charlie Morgan and Heidi Kleinman agreed stating, however, that there are a number of issues besides circulation that must be discussed, so Council needs to start on reviewing plan issues as soon as possible. John Madden described the nature of the draft redevelopment plan as a conceptual design plan map with text spelling out principles or plan goals, specific policies, assumptions those policies were based on and evaluation criteria. It was anticipated that Gary Davies and John Madden along with Hillier would be participating in a series of meetings with Council to review redevelopment issues like the relationship of Intercap Plan proposals to the Hillier's earlier draft plan concepts. The revised schedule is attached to this memo.

5. Key Technical circulation issues were discussed by attendees.

Vaughn Drive – Mark Stout said NJDOT absolutely supported West Windsor's redevelopment efforts as it meets State policies dealing with the economy, mobility and Smart Growth. NJDOT needs to study the character and scale of Vaughn Drive and see how it can be designed to meet the performance measures for regional traffic relief and connectivity and its effect on Route 1 improvements consistent with the Penns Neck EIS and still satisfy local context sensitive planning goals. This analysis is needed to satisfy the Federal Highway Administration if we are to receive grant funding for Vaughn Drive.

Mark Stout cautioned the group that financing for Vaughn Drive is not in the 10 year capital plan and a public/private funding partnership will be needed to implement Vaughn Drive. Mark Stout says he favors a lower cost at-grade intersection at Washington Road over a costly grade-separated intersection.

Station Core Area

Jack Kanarek said NJ Transit can offer design information on what NJ Transit would need within the Redevelopment Area. He said NJ Transit supports West Windsor's redevelopment efforts but NJ Transit is in no position to fund parking or improvements. He recommends the redevelopment plan should anticipate that the private sector will pay for parking with the cooperation of NJ Transit.

Parking

Andy Lupo reported that the West Windsor parking Authority will get the results of its consultant report by August 13th and should have recommendations soon after that.

6. Tom Sailer will represent NJDOT replacing retiring Mark Stout. Brent Barnes will assist him.



To: **Interagency Task Force**
Re: **Minutes of July 17th Meeting**
MC Project No. WWP-093

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7. The next date for the Interagency Task Force Meeting in West Windsor will be Thursday, August 21st at 2:30.

Attachments:

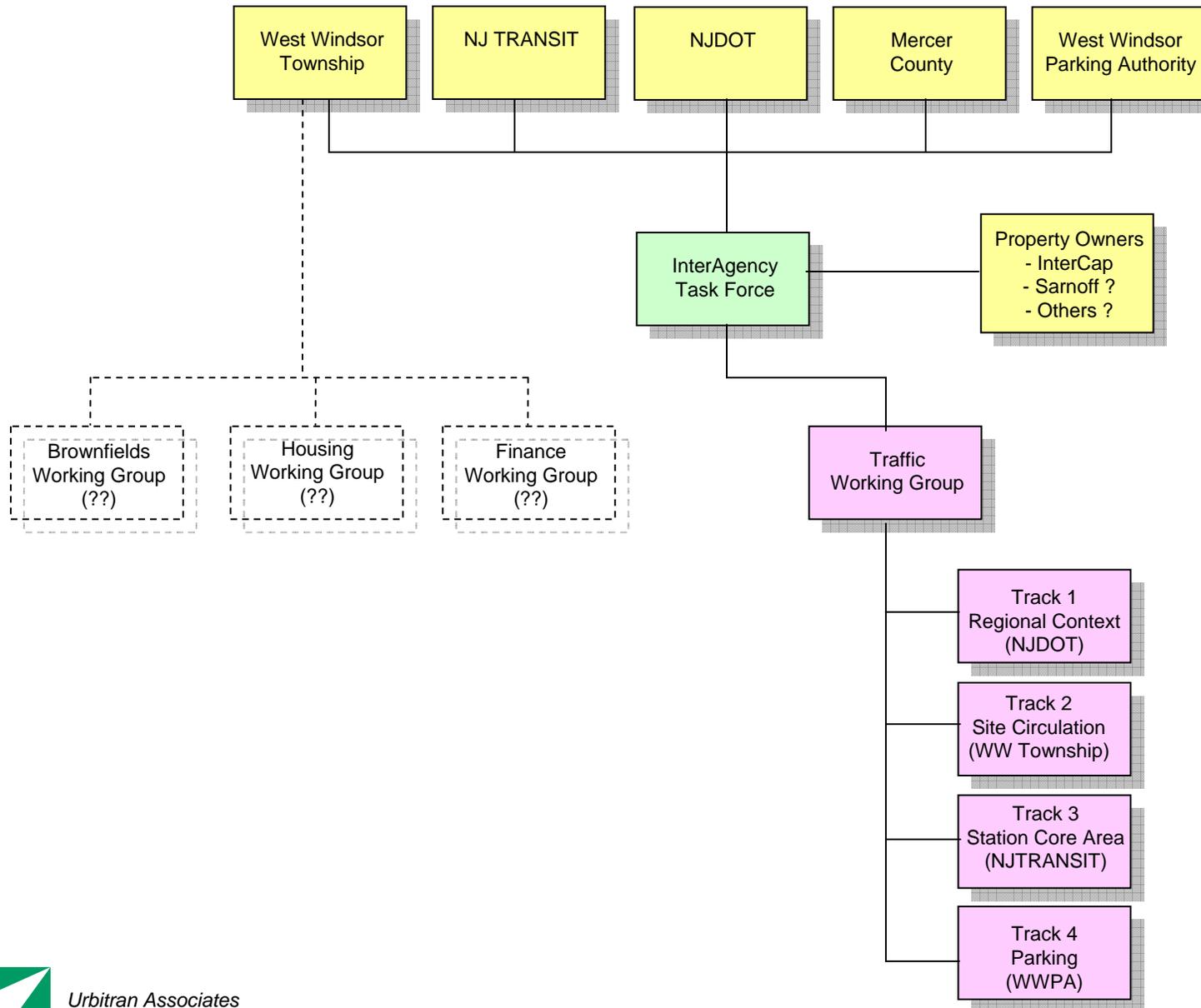
July 11, 2008 Interagency Task Force Meeting notes by Brad Walters
Revised Plan Development and Design Responsibilities Chart
Organization Chart
Revised Project Schedule

PLAN DEVELOPMENT AND DESIGN RESPONSIBILITIES
Princeton Junction Redevelopment Area

Activity	Responsible Agency	Primary Supporting Consultant	Additional Responsible Agency
Policies and Processes			
Redevelopment Plan development	West Windsor Township	Hillier	
Regional context and Penns Neck EIS	NJDOT	Urbitran	
West Side Site Development			
Station core area	NJ TRANSIT	Berger	
NJ TRANSIT properties	NJ TRANSIT	TBD	
InterCap properties	InterCap	Eng-Wong Taub Looney Ricks Kiss	
Vaughn Drive	West Windsor Township	Urbitran	NJDOT NJ TRANSIT InterCap
NJ TRANSIT parking garages and lots	NJ TRANSIT	TBD	WWPA
WWPA parking garages and lots	WWPA	Desman Calu	NJ TRANSIT West Windsor Township
East Side Site Development			
Wallace Road area	West Windsor Township	Hillier	NJ TRANSIT WWPA
Route 571 (Main Street properties)	West Windsor Township	Hillier	
Intersections, Interchanges, Roadways			
Alexander / Vaughn	West Windsor Township	Eng-Wong Taub	NJ TRANSIT
Alexander / Old Bear Brook	West Windsor Township	Eng-Wong Taub	
Washington / Vaughn	West Windsor Township	Eng-Wong Taub	NJDOT Mercer County InterCap
Route 571 / Wallace / Cranbury	Mercer County	Berger	
Route 571 Improvements (Wallace to Clarksville)	Mercer County	Berger	West Windsor Township NJ TRANSIT

INTERAGENCY ORGANIZATION

Princeton Junction Redevelopment Area



SUGGESTED SCHEDULE FOR PLAN DEVELOPMENT AND DECISION MAKING Princeton Junction Redevelopment Area

