



**Public Community Process Forum  
to Review Development Proposed for 4401 Liberty Avenue  
January 29, 2018  
6:30 pm – 8:20 pm**

This meeting is meant to provide a productive and respectful forum where information can be shared and concerns or questions can be addressed. Bloomfield Development Corporation does not currently have an official position on the development. As per the neighborhood organization's procedures, the community must first have an opportunity to review and give feedback on development before Bloomfield Development will consider adopting a formal position.

**Agenda:**

- 6:30pm: Welcome and Introductions – Christina Howell
- 6:35pm: Clarification of development process/roles
- 6:40pm: Overview of meeting/review of ground rules
- 6:45pm: Developer presentation – Milhaus (all questions held until end)
- 7:05pm: Questions and comments: Limit of 2 minutes with one follow-up question
- 7:55pm: Excuse developer/Milhaus architects and engineers
- 8:00pm: Conversation with meeting attendees, solidify consensus opinion
- 8:20pm: Adjourn

\*If you have questions, comments, or concerns about the meeting or want to share something you didn't have the opportunity to during the meeting, please call Bloomfield Development Corporation at 412-681-8800 or email [info@bloomfieldnow.org](mailto:info@bloomfieldnow.org).

## Ground Rules

**Ground Rules:** We have established ground rules for community meetings. Anyone refusing to follow these ground rules will cause the meeting to be stopped and may be asked to leave the meeting in order to ensure that the discussion stays respectful and constructive.

- Please save questions until the developer has finished their presentation and the floor is opened for questions by the facilitator. Please jot down notes that you may want to revisit when the floor is open for comments or questions.
- Once opened for Questions and Comments, please identify yourself by name and street name or neighborhood occupied, and also please keep comments related to the subject.
- Please be respectful and considerate of all speakers, including those asking questions and making comments. All voices are important. Please do not speak over other people.
- Questions/comments will be limited to 2 minutes. One follow-up question is permitted, and then the floor will be given to the next person waiting to speak. We may run out of time, so please jot your question down and turn it in at the end. We will follow up with you after the meeting to ensure all questions are answered, and all questions and answers will be included in the meeting minutes.
- In the interest of time, if a subject is a clear concern, we will ask for a show of hands to gather that this is a consensus topic and move on to other topics. We will revisit all concerns in the community conversation in the last part of the meeting without the developer present.
- If the ground rules are violated or ignored, we will stop the meeting. If the person violates a second time, the meeting will be stopped and they will be asked to leave. If the disruption continues, we will be forced to end the meeting early.

***Thank you for participating and for helping to make the meeting productive!***