

East Fallowfield Township
Planning Commission Workshop
Approved March 30, 2015 minutes
6:32 PM

Attendees:

Dennis Crook, Chairman
John Schwab, Vice Chairman
Jim Durborow
Jim Weeks
Joe Perzan
Jeanne Berlin
Joe McCormick
Blaze Cassidy
Ray Ott, AICP, Ray Ott & Associates
Susan Elks, AICP, Chester County Planning Commission

Not Present:

Richard Agatone
Garth Monaghan

Dennis Crook called the meeting to order at 6:32 pm.

Discussion: There was a discussion about the order of agenda items for the meeting. The committee decided to proceed with the meeting in the order below.

Comprehensive Plan Draft: Ray Ott stated he brought draft copies of the Comprehensive Plan to the Township office on February 16, 2016. He said he has comments from Susan Elks from the Chester County Planning Commission.

Ray Ott went through the Draft page by page as follows:

Goal of Meeting - Ray Ott stated he distributed an agenda that would allow them to go through the remaining process that eventually leads to the adoption of this Plan. He said he'd like to come out of this meeting with everyone's observations, edits and comments that can be incorporated in the Plan. Then the Plan can be recommended to the Planning Commission and a presentation of the Plan would be made to the Planning Commission. Then the Plan would be presented to the Board for final approval.

Cover of Draft – Ray Ott stated he put a section of the Future Land Use Map on the cover. He said if anyone has any ideas or would like to see a photo on the cover, to please let him know. He said if no one has a suggestion, he will come up with a good cover. There was a discussion about the cover of the Plan as well as the red circles that identify the villages. Dennis Crook asked if various pictures could be put on the cover. Ray Ott stated he could do a collage of pictures on the cover. Various possible pictures were discussed.

Cover Page – Ray Ott stated this is information about the project and who participated in the project. This page lists out the Board of Supervisors and the Task Force members. It also states how the project was funded. Ray Ott will make correction of "Landscapes II" to "Landscapes 2".

Table of Contents: Ray Ott stated that Susan Elks had suggested the Appendices be expanded to show the maps and graphics.

Introduction, Goals and Objectives: Ray Ott stated this section is mainly to introduce what the project is, what the general goals are, what the regional setting is, what the regional considerations are in the Township, and how Chester County Landscapes addresses the Township. This is shown on Map# 1 on page 1-2.

QUESTIONS AND COMMENTS:

John Schwab asked a question about page 1-1 #3. Mr. Schwab said that we used the information from the County Strategic Plan and said he didn't recall reading that document. Susan Elks said the County Strategic Plan is a different list of goals grouped by public health and safety, economy and transportation. Ms. Elks said it isn't necessary to site that there. Ray Ott will strike that reference from the Plan.

Dennis Crook commented that Section 301 of The Municipal Planning Code should be in the Comprehensive Plan which states a Comprehensive plan shall include a plan for a reliable supply of water considering the availability of current and future water resources. Ray Ott stated that on page 1-13, Section 1 – Community Facilities and Services addresses public water supply. Mr. Ott said that there could be another goal stated in this section to address what Dennis Crook has stated. Mr. Ott said we could state that because a lot of the Township relies on well water. A goal should be stated to ensure that those wells are protected and people have an adequate supply of well water along with objectives on how this will be accomplished. Dennis Crook said public water should also be addressed. Dennis Crook spoke about a concern about nitrates in public water and talked about a meeting he had with a public water supply place. John Schwab asked if the water authority post their chemical readings. He asked if there are any requirements for chemical reporting in public water. Susan Elks stated public water companies post chemical readings annually. John Schwab stated we could comment that we will actively review PA American Water's annual chemical readings. Mr. Schwab said we can also put a comment in about educating ourselves as to the operations of the resources available to monitor and provide input in terms of the quality of public water. Ray Ott said the Goals and Objectives Section is general goals and the Recommendation Section should be more specific goals. Ray Ott said if this is a concern, rather than updating Goals and Objectives, we could add a recommendation to regularly monitor, read reports and follow up as needed.

John Schwab commented that on page 1-3, Regional Planning Considerations, in the middle of the paragraph, the Chester County Economic Plan is referenced. However, he said he didn't see it listed later on pages with the others. It either needs to be removed on page 3 or added in the later section (pages 1- 6, 1-7, 1- 8). Susan Elks said she would verify if the Chester County Economic Plan has any relevance to East Fallowfield Township. Ray Ott stated this section functions as an inventory of what is going on in the County.

Susan Elks commented on two typos under Regional Setting on page 1-1 to be corrected in the Draft.

Ray Ott summarized pages in the Draft as follows:

1. Pages 1-4 and 1-5 talk about the Chester County Landscapes 2 and what that is.
2. Page 1-6 talks about Villages. John Schwab asked about including Humphreville under Villages. Ray Ott will add this.

3. Page 1-7 discusses the Brandywine Creek Greenway Project. It also discusses the Western Chester County Council of Governments.
4. Page 1-8 discusses the Western Chester County Chamber of Commerce and the Buck & Doe Run Watershed Partnership.
5. Page 1-9 describes how the Township is organized and on the bottom of the page it discusses what a Comprehensive Plan is and the history of East Fallowfield's current Comprehensive Plan is.
6. Page 1-10 talks about The Municipal Planning Code and what the Comprehensive Plan requirements are. This page also covers the public participation process and summarizes what we did. The Plan adoption process is also on page 1-10.
7. Page 1-11 covers the Plan Goals and Objectives. This set the parameters of how we'd proceed on this project. One is the Community Character of the Township which eventually gets incorporated in the Future Land Use Recommendations. Environmental, Cultural and Historical Resources are also covered.
8. Page 1-12 covers the Land Use and Transportation sections. Susan Elks stated this section makes it sound like the Township is putting railroads in. She requested it be changed to say "including access to rail and bus service".
9. Page 1-13 covers Housing, Economic Development, Community Facilities and Services, and Regional Coordination.
10. Page 2-1 includes the Plan Recommendations section and describes what plan recommendations means.
11. Page 2-2 covers the Plan for Land Use section. Ray Ott said the Future Land Use Map was discussed in detail at the January meeting. He said we cleaned it so the parcel boundaries match the Zoning Map. In this process some got dropped out. Mr. Ott said this will be corrected. The Map mimics the districts in the Township. Ray Ott stated the title "Future Development Plan" should be changed to "Future Land Use Plan".

Future Land Use Categories - Ray Ott discussed some of the categories as follows:

- a. Conservation Easement Areas (dark green) – This land will always be preserved. There will not be any new development on these lands. This is not on the Zoning Maps.
- b. Public Lands (blue) – These areas are zoned as Public Facilities on the Zoning Map. There are two parcels to be proposed – Beagle Club and Luria Brothers. There was a discussion about whether these proposed parcels should be included. John Schwab said this needs to be made clear to the Supervisors that this will be considered official policy if it is in the Comprehensive Plan.
- c. Mixed Use Growth – This is a combination of the current Mixed Use and the Office Industrial districts. Ray Ott said we originally had residential in this area and but we took it out. Dennis Crook stated that it is called Multi-Use and in the zoning ordinance this is actually commercial type properties such as retail and small businesses. Office Industrial is more for offices and heavy industrial. We didn't want Section 1300 allow residential in these areas. Ray Ott stated the Future Land Use Map is always more general than the Zoning Map. It embodies recommendations for zoning and it generally shows the land use patterns you want in the Township and the densities. Susan Elks stated it is typical of the Future Land Use Map to have difference category names than the Zoning Map.
- d. Residential Growth (light orange) – Ray Ott discussed dropping "growth" and just calling this category Residential. Susan Elks said she recommends dropping "growth" because this area can only accommodate so much growth and there won't be high density growth due to the requirement to comply with the zoning district.

12. Page 2-3 covers Conservation Easements. The photograph is of an area with a lot of conservation easements and he included it to show a graphic of the area. Agriculture preservation is discussed on page 2-3 as well. Dennis Crook asked to include 1 dwelling unit per 10 acre for Agricultural Preservation. Ray Ott will add this in parenthesis. He will do this for all Future Land Use Map categories.
13. Page 2-4 covers Residential Growth. Ray Ott will change the title to Residential Development.
14. Page 2-5 covers Residential Infill and Mixed Use Growth. John Schwab discussed the 0.75 dwelling units per acre in Residential Infill. Ray Ott stated the 0.75 is an average and not a recommendation. It will not override the existing zoning.
15. Page 2-6 covers Mixed Use Growth and Public Lands.
16. Page 2-7 covers Village Development.
17. Page 2-8 has the Build-Out Analysis of the zoning districts. Mr. Ott said this will likely change because of the Agriculture Preservation lots but he doesn't think it will jeopardize our limits. The Build-Out Analysis accommodates 953 potential new dwelling units. Under Housing Needs projected housing needs to the year 2030 are 531 new dwelling units. Dennis Crook commented that townhouses and apartments are not zoning districts in the Township. Dennis Crook stated the R3 zoning district includes townhouses.
18. Page 2-9 includes Projected Housing Needs. This is included to show there are entities that have made population projections.
19. Page 2-11 covers the Transportation and Circulation Plan. This is getting into more specifics where observations are made about specific intersections. These are listed here. John Schwab commented on a typo on this page. Ray Ott will make the correction.
20. Page 2-12 covers Trails and Public Transportation. Ray Ott stated this section is on trails and public transportation. There is a statement in this section to promote public transportation. There are trail corridors and state mandated roads. We are showing the County Bikeway System but not including it in recommendations.
21. Page 2-13 covers the Plan for the Protection of Natural and Historic Resources. Ray Ott stated this gets into the Brandywine Greenway Plan, water supply and water quality. Ray Ott suggested incorporating Dennis Crook's concern regarding maintaining well water quality. The Planning Commission approved this addition. There was a discussion regarding what committee the Brandywine Greenway Plan would fall under. Ray Ott stated part of it is public access recreation and part is land preservation which would fall under the Planning Commission. Jeannie Berlin commented that the State's Stormwater Management Programs should be capitalized. There was a discussion about Route 82 south of Eurcildon.
22. Page 2-14 includes sections entitled Scenic Roads and Mortonville/West Branch Brandywine Creek Greenway Corridor.
23. Page 2-15 and 2-16 covers the Community Facilities and Services Plan which includes Township Administration, Trash and Recycling, Parks and Recreation, Sanitary Sewer and Public Water Services, Police Services, Fire and Emergency Management Services, and Financing. Ray Ott stated there is a bullet under Trash and Recycling that will be removed. Well water supply and quality will be added under the Sanitary Sewer and Public Water Services section. Ray Ott stated the recommendations under Financing include a real estate tax, trash collection fee and grant funding opportunities for specific projects. Ray Ott will remove the trash collection fee because the Township already has that fee. There was a discussion about including the trash collection fee as part of a real estate tax.
24. Page 3-1 covers the Strategic Implementation Plan. Ray Ott stated this is mainly the various tables. The completion time frames were discussed. Ray Ott will add a low priority category. The priority categories are as

follows: Low – 1-3 years, medium – 3-6 years and low – 6 or more years. They went through the tables and discussed the priority (high, medium and low) for the following implementation plans:

Plan for Land Use:

- a) Combine existing O-I and MU Districts into one MU district for non-residential uses only – high priority.
- b) Plan and implement zoning for the four Village Development areas – low priority.
- c) Purchase two properties for public open space/passive recreation – medium priority.

Plan to Meet Housing Needs:

- a) Continue to accommodate current housing mix – ongoing.

Transportation & Circulation Plan:

- a) Pursue the design and construction for three intersection improvement projects – high priority.
- b) Flooding, inventory road flooding problems and pursue improvements – high priority.
- c) Improve access to public transportation – high priority to tie in to the train station.

25. Page 3-3 has a typo on item 4 – “officiales” needs to be corrected to be “officials”.

26. Appendix: Ray Ott said it printed out wrong and he will correct this to print out correctly.

27. QUESTIONS:

- a) Bridge: Dennis Crook asked if the bridge was under Historical. Ray Ott said he does not have the historical inventory to include. Ray Ott was informed he could access this information on the Township website.

Vision Partnership Grant / Schedule for Completion of Plan: Ray Ott discussed the grant which expires July 31, 2015. He said you can apply for an extension. Mr. Ott discussed the goal of adopting the Plan before July 31, 2015. He said there is two months of work and this Plan could be adopted before the grant expires. He stated the changes he needs to make are quick changes. There was a discussion regarding when to schedule the next meeting. John Schwab stated their next two meetings are April 6, 2015 and April 20, 2015. The next Comprehensive Plan meeting was scheduled for April 20th. Ray Ott will provide the revisions before the April 6, 2015 Planning Commission meeting. They will review the revised Plan at the April 6, 2016 meeting. Ray Ott discussed the plan review process. After the April 20, 2015 meeting we can forward the Plan to the Chester County Planning Commission for the Vision Partnership review and forward to the East Fallowfield Township Planning Commission. Ray Ott stated the Planning Commission needs to hold a public presentation. It will need to be advertised even if the public presentation is held on a regular meeting date. Under The Municipal Planning Code, the Planning Commission must make a presentation and the Board of Supervisors has to conduct a hearing and adopt the Plan as their public policy. The Planning Commission will need to make a recommendation to the Board of Supervisors. Mr. Ott also said that the Township is required to send the proposed plan to all adjacent municipalities and school districts. Ray Ott and Susan Elks discussed when to do the Vision Partnership review.

Public Presentation on Comprehensive Plan: There was a discussion about the public notice potentially needing to go out April 21, 2015 to hold the public presentation on May 4, 2015. Advertising requirements were discussed for the public presentation. Susan Elks will double check those requirements in The Municipal Planning Guide. They discussed having the public presentation at the South Brandywine Middle School as opposed to the at the Township building. There was a discussion regarding the method of notifying the residents of the public presentation. May 4, 2015 was decided on for the date of the public presentation. They will have Lisa Valaitis check with the school regarding

availability on May 4, 2015. A postcard mailing was discussed as an option for notifying residents. Emailing residents and posting on the Township website was also discussed. They decided to discuss public comments at the Planning Commission's Workshop on May 18, 2015. The 45 day clock schedule was discussed. If nothing needs to be changed in the Comprehensive Plan from the May 4, 2015 public presentation, then the Planning Commission can recommend the Plan that night.

Schedule Summary to Approve Comprehensive Plan:

- a) April 6, 2015 – Review next revised draft of the Comprehensive Plan.
- b) April 20, 2015 – Ray Ott's Power Point presentation will be reviewed / rehearsed. Authorize advertisement.
- c) May 4, 2015 – Public presentation of Comprehensive Plan.
- d) May 18, 2015 – Final review of Comprehensive Plan and incorporate final comments from public presentation. Planning Commission make recommendation of Comprehensive Plan to Board of Supervisors.

Public Sewer Discussion: A resident, Blaze Cassidy, spoke to the Planning Commission about the state of the sewage on her street. She lives on a private lane off Hephzibah Hill Road. There are six row homes on the lane and they are always pumping something. She stated her sewer system is really old. They really want public sewer. The Planning Commission informed her there are no plans to bring public sewer to that road. It was suggested that she talk to PA American Water. John Schwab stated they are on the north side of Strasburg Road which is the side of the Township with public water and sewer. She stated her neighbors also have problems with their sewer systems. She also talked about the nitrates being at the minimum safety levels. She asked if there are any plans for the Township to address this. Joe Perzan stated extending a sewer line down there would be PA American Water's decision. Dennis Crook talked about how he handled this issue with a property he owned in Highland Township. Mr. Crook said she could ask to put a lateral to go down and meet that. Then the Township would need to revise the Act 537 Plan. Joe Perzan stated if she could get a petition of neighbors wanting to get public sewer, then it could be brought to PA American Water's attention. Chester County Health Department was discussed as an option to approach for help. Dennis Crook said the Health Department will help if your sewer is effecting your water. There was a discussion regarding Blaze Cassidy's options. She said she didn't want to spend the money for a new septic system and then have public sewer brought in. The Planning Commission members did not think public water and sewer will be installed on that street in the near future. The Planning Commission suggested getting some of the neighbors on board. More demand for public sewer might increase the chance. They also suggested talking to congressman representatives, Board of Supervisors and the Township Engineer.

Discussion on Township Manager: Dennis Crook stated the Township manager discussion is going nowhere. John Schwab discussed West Whiteland Township's tax. Mr. Schwab stated that municipality has a millage. We also pay 4.163 millage for County tax which goes to the General fund, debt services, parks and library system. West Whiteland Township has millage of 0.719. East Fallowfield Township has \$ 410,100,000 taxable property assessed which excludes public lands and non-profits. Any millage rate would apply to the \$410,100,000. John Schwab said the taxable income East Fallowfield Township would collect based on a 0.500 millage rate would be \$205,000. Mr. Schwab said he would personally pay \$60 per year based on the assessed value of his property. The school tax is 32.0036 millage rate. There was a discussion about the need for a Township tax. They discussed things the Township is missing out on by not having the extra revenue a tax would bring in. They discussed publishing these rates and showing residents how small a tax would be per resident. They also discussed that the Township is missing out on things by not having a township manager. They discussed doing a study on implementing a tax, hiring a township manager and how much money the township manager would bring into the Township. Dennis Crook discussed the study a previous Board conducted which recommended East Fallowfield Township hire a township manager.

Discussion on Draft Zoning Ordinance – Open Space Design Option: Dennis Crook said the Board didn't want to vote on the motion that Dennis Crook provided. Mr. Crook said that Vince Pompo confirmed that anyone can submit a motion on a Board of Supervisors meeting agenda. Dennis Crook stated the motion he provided was as follows: the Planning Commission recommends you repeal a specific section of Section 1300 because you are leaving yourselves wide open. Mr. Crook said that Vince Pompo explained that there are two ways to accomplish this. Dennis Crook discussed whether it is more beneficial to repeal or amend the ordinance. Mr. Crook said to repeal Section 1300, you would have to have two public meetings twice. To amend the ordinance we only have to do this process once. T-4 and T-3 zoning. Dennis Crook said he looked up the meanings of T-4 and T-3. These were certain areas that were mixed area of residential, commercial, and industrial. Ray Ott didn't undo anything. They discussed the confusion caused by having different maps with different category names. Dennis Crook said that Vince Pompo will draft an amended ordinance. There was also a brief discussion about billable time.

Next Planning Commission meeting: April 6, 2015.

Dennis Crook made a motion to adjourn the Planning Commission meeting at 9:12 pm. John Schwab seconded.
Vote: 5-0.

Respectfully submitted,

Lisa Valaitis
Township Secretary