

**East Fallowfield Township
Planning Commission meeting
Approved July 3, 2017 minutes
6:40 pm**

Attendees:

Dennis Crook, Chairman
John Nielsen
Michael Domboski
Sue Monaghan
Stephanie Saxton

Not Present:

John Schwab, Vice Chairman
Joe Perzan

Dennis Crook called the meeting to order at 6:40 pm.

Discussion on Order of Agenda Items.

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

Approval of January 9, 2017 Planning Commission Meeting Minutes.

MOTION #1: Dennis Crook made a motion to approve the January 9, 2017 Planning Commission meeting minutes as presented. John Nielsen seconded.

QUESTIONS AND COMMENTS:

1. Sue Monaghan asked what the Planning Commission's decision was on taking the Park & Recreation Committee's duties. Dennis Crook stated their decision had been no because they have a lot to do already. The Commission requested an amendment to the January 9, 2017 meeting minutes to state their decision not to take on the Park & Recreation Committee duties.

MOTION #2: Dennis Crook made a motion to approve the January 9, 2017 Planning Commission meeting minutes as presented and amended. John Nielsen seconded.

VOTE: 5-0

Approval of February 6, 2017 Planning Commission Meeting Minutes.

MOTION: Dennis Crook made a motion to approve the February 6, 2017 Planning Commission meeting minutes as presented. Sue Monaghan seconded.

VOTE: 5-0

Towerville Christian Church - Application Requesting Waiver of Subdivision & Land Development.

Dennis Crook reported they have not received a review of the Towerville Christian Church application from the Township Engineer. Elden Stoltzfus stated the Towerville Christian Church is requesting a waiver from phase 1 in the land development process. Elden Stoltzfus reported the church got the final notice from the East Fallowfield Zoning Hearing Board stating their special exception application was approved. Elden Stoltzfus distributed small plans for the Planning Commission to review and he discussed the plan. The plans showed the hatched area on the

building that they want to add. They plan to enclose the area underneath the deck in the back and add a small piece on top of the deck on the second floor. There is a very minor effect on the overall footprint of the building. They are building this to bring folks in to the building on the church floor. This will allow handicapped access. The zoning approval was needed for the covered walkway which is 12 feet by 8 feet. They will be cutting all the paving of the sidewalk out and decreasing the impervious surface. This lends argument for not needing to go through land development for phase 1. Footers and drains were discussed. Mr. Stoltzfus stated they are trying to manage the old brick. There was a discussion between the Planning Commission members and Elden Stoltzfus regarding what work would be done in phases 1, 2 and 3. Septic will be impacted in phase 3 when they build the auditorium.

Dennis Crook asked Elden Stoltzfus if the Zoning Officer had recommended Towerville apply for the waiver. Mr. Stoltzfus stated that the Zoning Officer did recommend applying for the waiver and he gave them a list of what to include with the waiver request. Mr. Crook stated that decision will have to go through the Board of Supervisors for approval. Mr. Stoltzfus stated that their application will be on the July 25, 2017 Board of Supervisors meeting agenda for Board consideration.

MOTION: Dennis Crook made a motion to have the Planning Commission recommend a request for waiver of development for phase 1 of the Towerville Christian Church project. Sue Monaghan seconded.

VOTE: 5-0

Floodplain Ordinance Review.

The Planning Commission reviewed and discussed the floodplain ordinance draft. The goal for adopting the floodplain ordinance is September 20, 2017. This impacts the following two sections in the Township Ordinance book: Section 27-1501 and Section 27-906. Under this ordinance, the Township will need a floodplain administrator to issue permits to build on property that is on a floodplain. There was a discussion about who the Township could put in charge of this. This is being done federally because new regulations could have homeowners lose their flood insurance. Residents could also get discounts if they comply with the requirements in the new floodplain ordinance once it is approved. Dennis Crook spoke in favor of having a floodplain ordinance separate from a stormwater ordinance. Dennis Crook stated the proposed ordinance will not allow people to build in a floodplain. They discussed some details in the ordinance such as the sections entitled "Description and Special Requirements of Identified Floodplain Area" and "Historical Structures". Dennis Crook discussed the new regulation in the ordinance that new construction can't be located within 50 feet from the top of the bank of any watercourse without a permit from the DEP. There was a discussion about whether or not this ordinance would impact existing structures. Mr. Crook stated existing structures would not require being redone. However a structure that incurs flood damage would be required to follow these new regulations when rebuilding/repairing. John Nielsen asked if this ordinance is for flood insurance purposes. Dennis Crook stated this is part of FEMA and the flood insurance rate maps that FEMA is changing.

John Nielsen asked if there will be a public hearing on this ordinance. Dennis Crook stated the Board will hold a hearing on August 22, 2017. Sue Monaghan asked if there will be a hearing before the ordinance is approved and if residents will be notified that their insurance will change or they need insurance.

MOTION: Dennis Crook made a motion to recommend the East Fallowfield Township Floodplain Ordinance draft. Mike Domboski seconded.

VOTE: 5-0

Act 537 Plan.

The Planning Commission discussed Act 537 and the areas being targeted first which are Ercildoun, the Doe Run Farm area and South Brandywine Middle School. Dennis Crook explained that every time a septic system is pumped it is recorded by the Chester County Health Department. Homes with failing septic systems and lots that are too small to have a back-up septic system need to have alternatives. Under Act 537, if there are enough septic failures in a given area, the Township has a responsibility to provide septic alternatives. Options for alternatives are public sewer and septage management plans. Other septic failure areas were also discussed.

"Editorial and Legal Analysis" of Township Ordinances.

Dennis Crook discussed the option to have an editorial and legal analysis of the Township Ordinances. He stated he is in favor of doing this and so is the Township office. Mr. Crook explained that they would do a legal analysis and review the Township Ordinances and determine if everything is consistent with current laws and regulations as well as within the Township Code. Mr. Crook stated the codification only states when new ordinances are added but it doesn't state when ordinances are removed. Once a review is done, the Planning Commission and the Township Solicitor can hone the ordinances.

John Nielsen asked if the Board of Supervisors budgeted for this. Mr. Crook said the office has explained the cost would fall under legal fees. Dennis Crook also discussed the current Township Codification and the usefulness of the search ability. Mr. Crook discussed the impact of the Township pulling the Housing Code out of the Township Code. As a result, the Township can't do certain things like handling a building not structurally sound.

MOTION: Dennis Crook made a motion to recommend the editorial and legal analysis of the Township Ordinances from the Planning Commission. John Nielsen seconded.

VOTE: 5-0

Review SALDO x22-401 ((Plan Submission and Review Procedures) Part 4), Review SALDO x22-501 ((Plan Requirements) Part 5), and Review SALDO x22-2001 ((Nonconforming Uses) Part 20).

Dennis Crook stated that SALDO x22-401, SALDO x22-501, and SALDO x22-2001 sections of the Township Code address what the Planning Commission should be doing under each category such as sketch plan submission and preliminary subdivision and land development application submission. These sections also address the role of the various county departments such as the Chester County Planning Commission and Chester County Health Department. Mr. Crook also commented that these sections of Township Code include the proper order of procedures as well as what the requirements are for each plan. Dennis Crook discussed properties that have non-conforming use grandfathered from before the Ordinances were in effect.

Landscapes3 Public Survey.

Dennis Crook reported Landscapes3 has a public survey which is up and running. Mr. Crook said he completed it earlier in the day. He discussed some details regarding the actual survey. Mr. Crook told the other Planning Commission members they could complete the survey if they are interested. There was also a discussion on Millennials.

Holland Daycare Center - 1525 South Bailey Road.

Update on Holland Daycare Center.

Dennis Crook presented an update on the Holland's Daycare Center located at 1525 South Bailey Road. He reported the Holland's did not have their Sewage Facilities Planning Module completed and were trying to move ahead with home renovation. He said Rob McLarnon wasn't approving a permit until their development plans were approved and other conditions were met. Mr. Crook reported he signed the Component 4A in the Sewage Facilities Planning Module as required.

Ratify Component 4A, Municipal Planning Agency Review included in the Sewage Facilities Planning Module for DEP Review.

MOTION: Dennis Crook made a motion to approve Component 4A, Municipal Planning Agency Review which is included in the Sewage Facilities Planning Module for DEP review for the Holland Day Care Center located at 1525 South Bailey Road, East Fallowfield, PA 19320. Sue Monaghan seconded.

VOTE: 5-0

Other Business.

Planning Commission Attendance Sheets.

Dennis Crook stated there are two different reports in the Planning Commission attendance packet. One set is for regular Planning Commission meetings and one set is for Planning Commission workshops. Dennis Crook stated they are still seeking Planning Commission alternates.

Comprehensive Plan.

Dennis Crook presented a packet summarizing resident responses from the Comprehensive Plan public meeting. The packet included the group questions with responses. It reflects that the Comprehensive Plan was put together based on public opinion. Residents were most concerned with roads, traffic, and police. Dennis Crook stated some of the questions were too vague and he thinks they need to do a follow-up Community Conversation with more specific questions. Mr. Crook discussed the Implementation Plan included in the Comprehensive Plan. He said the survey responses were used to create the Implementation Plan that is part of the Comprehensive Plan.

Adjournment.

MOTION: Dennis Crook made a motion to adjourn the Planning Commission meeting at 9:00 pm. Sue Monaghan seconded. **VOTE:** 5-0.

Respectfully submitted,

Lisa Valaitis
Township Secretary