

**East Fallowfield Township  
Planning Commission Official Map Meeting  
Approved June 18, 2018 minutes  
6:39 p.m.**

**Attendees:**

Dennis Crook, Chairman – Planning Commission  
John Schwab  
Sue Monaghan  
Joe Perzan  
Supervisor Wilson Lambert  
Lisa Valaitis  
Joe McCormick  
Mark Gallant, Chester County Planning Commission,  
Senior Planner and Grant Monitor  
Ray Ott, Ray Ott & Associates, AICP

**Not Present:**

John Nielsen, Vice Chairman – Planning Commission  
Stephanie Saxton  
Michael Domboski  
Supervisor Katja DiRado  
Tag Gathercole  
Jeannie Berlin

Dennis Crook called the meeting to order at 6:39 p.m. and turned the meeting over to Ray Ott.

**Review of Final Draft Official Map (Revision 3):**

1. PECO Trail - Ray Ott stated that the PECO Trail mileage was corrected to 2.1 miles on the Official Map draft.
2. Existing Sewer Lines and Future Pump Stations – Ray Ott stated that the existing sewer lines were also added to the Official Map. The sewer lines are indicated on the map in gold, and essentially they run along the roads in the developments that have public sewer. The proposed sewer pump stations in the proposed Act 537 Plan were also added to the Official Map. Ray Ott said that after speaking with David Porter, Herbert MacCombie’s office, he didn’t think the proposed future sewer lines should be on the map because they are not final. Mr. Ott stated the way the Official Map Ordinance is written, the future sewer lines can be added at a later time.
3. Township Streets - Mr. Ott said all the Township streets are in the GIS data base. He said that he provided Township Treasurer Pani Martin with a data base of each Township road and the corresponding mileage. Ray Ott discussed the difficulty of including development street names on the map due to the small size of the map and the close proximity of the streets in the developments.
4. Items Identified on the Official Map – Ray Ott stated the following items are identified on the Official Map: Existing Trails, Proposed Trails, Existing Gravity Fed Sewer Mains, Existing Forced Sewer Mains, Proposed Pump Stations, Public Lands (existing and proposed) and Private Open Space (HOA).
5. Sewer Pump Stations - Dennis Crook asked Ray Ott how he labeled the pump stations. Ray Ott stated the pump stations are indicated with yellow squares and he gave each pump station a number. These numbers do not correspond to anything in the Act 537 Plan. There was a discussion regarding the proposed pump stations included on the Official Map. Ray Ott stated that David Porter, the Engineer working on the Act 537 Plan, was not able to say how much square footage would be needed for the proposed pump stations. Dennis Crook stated the purpose of putting the proposed pump stations on the map is to reserve space for those pump stations to allow for Township revitalization in the future. Ray Ott recommended not

including proposed future sewer lines on the official map. There was a discussion about sewer lines and the Act 537 Plan.

Ray Ott stated the official map is recorded by the County. The properties identified as proposed public lands will be flagged if they go up for sale. The Ordinance states the Township has right of first refusal and one year to come up with the funds to purchase the property. There was a discussion about how this will affect property values. Ray Ott discussed right of first refusal and how that works. If the Township does not opt to exercise the right of first refusal on a property and it is sold to someone else, will the Township still have the right of first refusal on the property if it is put up for sale again.

Ray Ott asked the Task Force if they were satisfied with the current draft of the official map. The Planning Commission had no objections and they will move forward. Ray Ott stated he will make changes on the draft ordinance as requested. Township Secretary Lisa Valaitis will then forward the draft ordinance to the Township Solicitor for review.

### **Review Draft Official Map & Ordinance.**

John Schwab questioned, item 5 "Private Open Space" under Section A on page 2. "The Official Map shall identify the following." Administered by the Homeowner's Association which are not available for public use. John Schwab asked if this would preclude the hiking trails identified on the Official Map going through a property owned by a Homeowners Association. Ray Ott stated the Township would need to get permission from the Homeowner's Association that owns the land on the path of a proposed trail. Different options to address this situation were discussed. Easements were also discussed. After discussing, Ray Ott changed the wording to the following:

- A. Section 100 and Section 200 - Section 100 and Section 200 in the Official Map Ordinance are legal requirements that were modified to suit East Fallowfield Township.
- B. Section 300 – Establishment of Controls - Ray Ott stated that Section 300 identifies the trails. He read Section 300 Establishment of Controls, Section A. The Official Map shall identify the following:
  1. Existing Trails - These consist of trails within existing residential developments and the East Fallowfield Township Park.
  2. Proposed Trails - These are proposed trail corridors. These trails are to be developed within the public road right-of-ways or within 20-foot wide trail easements.
  3. Existing Public Lands - These are lands currently owned by East Fallowfield Township or the Coatesville Area School District.
  4. Proposed Public Lands - These are lands, consisting of entire tax parcels, that the Township intends to acquire in fee or with easements to allow their public use for passive and/or active recreation.
  5. Private Open Space - These are lands owned and administered by Home Owner Associations which are not available for public use.
  6. Existing Gravity and Forced Sewer Lines – Most of these are located in the streets.
  7. Proposed Sewer Pump Stations - Areas identified in the Township Sewage Facilities Planning Module for the future location of pump stations. Ray Ott stated he would add streets to the Ordinance. John Schwab asked what the reference to Section A.1 is referring to under Section 300.C of the Official Map Ordinance draft. Mr. Ott said the reference is referring to Section A.1 under Section 500 – Adoption and Amendment, Procedure.
  8. Incorporation of the Official Map – The Official Map, including all notations, references, and other

data shown thereon, is hereby incorporated by reference into this Ordinance as if it were fully described herein.

9. Relationship with County Official Map – This explains the relationship between the County and the Township’s official maps. The adoption of an Official Map by the County shall not affect the Official Map of East Fallowfield Township except that the County Map shall govern as to County bridges and public grounds, facilities and improvements of the County in accordance with Act 247.
10. Relationship with Adjacent Municipalities – If the Official Map shows any streets or trails intended to lead into any adjacent municipality, a certified copy of the Official Map, or amendment, shall be forwarded to such adjacent municipality.

- C. Section 400 – Effects of Controls - Joe Perzan asked Ray Ott about the wording of Section A, Time Limitations on Reservations for Future Taking. Ray Ott will send the Ordinance to Lisa Valaitis with a transmittal letter to request the Township Solicitor review the Ordinance. Mr. Ott will red flag this section for the Solicitor to review.

There was a discussion regarding the Bradford Drive cul-de-sac and Rokeby Road dead-end being close enough to connect the two roads to allow more efficient travel. John Schwab stated that Road Foreman Tag Gathercole had flagged an emergency access road to Timacula Road that is a private driveway.

**Official Map & Ordinance Timeline for Adoption.**

Ray Ott went over the list of steps to take to move forward with the Official Map. The proper steps for approving an official map is laid out in the Municipalities Planning Commission.

1. Forward Ordinance to Township Solicitor for formal codification.
2. Forward the Official Map with recommendation to the Board of Supervisors.
3. Forward the Official Map and Ordinance to adjacent municipalities & County Planning Commission (45 days).
4. Board of Supervisors will hold a public hearing to adopt the Official Map and Ordinance.

Dennis Crook asked how someone would be in violation of the Ordinance which is addressed in Section 600 of the Official Map Ordinance. What would be the violations and penalties? Ray Ott stated that building a house on an easement would be an example of a violation. Another violation would be putting up a fence on an easement.

MOTION: Sue Monaghan made a motion to make a recommendation to the Board of Supervisors that they proceed with the adoption of the Official Map and its related Ordinance subject to review by the Township Solicitor’s as recommended in the Comprehensive Plan. John Schwab seconded.

VOTE: 5-0 (Dennis Crook, Sue Monaghan, John Schwab, Joe Perzan and Wilson Lambert voted yea.)

**Adjournment.**

The Planning Commission Official Map meeting was adjourned at 7:28 p.m.

Respectfully submitted,



Lisa Valaitis  
Township Secretary