

**EASTTOWN TOWNSHIP PLANNING COMMISSION
REGULAR MEETING MINUTES
APPROVED
MARCH 02, 2021**

Call to Order:

The regular meeting was called to order at 7:00 p.m. by Chairperson Mary Hashemi. Other members present: Vice-chairperson Ann Rothmann, Mark Stanish, Nik Kharva, and Paul Salvaggio. Also attending: Eugene Briggs, AICP, CZO, Township Manager; Sharon Norris, Administrative Assistant to the Township Manager; Tom Oeste, Esquire, Planning Commission Solicitor; Bryan Kulakowsky, Township Engineer; Lisa Thomas, RLA, AICP, LEED AP, Township Planner; and Chris Williams, Township Traffic Engineer. Chairperson Hashemi announced that the Planning Commission meetings are now being recorded and will be available to the public on the Township website.

February 02, 2021 Regular Meeting Minutes:

Mrs. Hashemi asked the Planning Commission members if they had any edits to the draft minutes. Mr. Stanish made a motion to approve the minutes as distributed. Mr. Kharva seconded the motion. Mrs. Hashemi called for the vote. The motion passed 5-0.

Subdivision and Land Development Plan Applications:

SD 526 - 422 Waterloo and 205 Exeter Roads Preliminary/Final Subdivision and Land Development Plan – Mr. Briggs summarized the project. Mr. George Broseman was in attendance representing the applicant and introduced Mr. Rob Lambert, who went through the details of the plan. Mrs. Hashemi and Mr. Stanish questioned land disturbance within the riparian buffer. Mr. Briggs reviewed Section 274-19 of the Code and the land disturbance exceptions within the riparian buffer. Mr. Oeste reviewed the ZHB decision and noted that the ZHB only permitted the applicant to include the riparian buffer in the lot calculation. Mr. Broseman will work with Mr. Briggs on this issue.

Regarding the lot with two structures on it, the Township may require a restricted covenant against the lot which would clarify that the second structure cannot be used as a dwelling and that a kitchen cannot be installed. Mr. Williams noted that curbs, sidewalks and road widening don't seem appropriate for this area and the applicant is willing to pay the fee in lieu if accepted. Mrs. Hashemi felt there were many items that need cleaning up before the Planning Commission could vote on the plan. The applicant's extension expires on April 30, 2021. Mr. Broseman will get an extension to the Township and work on the updates to the plan.

Mrs. Hashemi called for public comment. Shena Tharnish, of 237 Exeter Road, commented on the need for sidewalks.

Multifamily Dwelling Unit Per Acre Density and First Floor Zoning Amendments for the Village Business and the Village District Zoning Districts – Mr. Briggs summarized this item. Mr. Stanish made a motion to recommend adoption of the Ordinance with the redlined changes. Mrs. Rothman seconded the motion. The Planning Commission had no additional comments. Mrs. Hashemi called for public comment. There was no public comment. Mrs. Hashemi called for the vote. The motion passed 5-0.

Other Business:

Village of Berwyn/Library Parking Study Recommendations – Mrs. Hashemi provided some background. The Board of Supervisors (BOS) asked the Planning Commission to evaluate the study and make recommendations on how the Board should proceed. The goal is for the Planning Commission to send a recommendation to the Board of Supervisors by May. Mrs. Hashemi and Mr. Williams reviewed the initiatives. They focused on the prioritized action items under each strategy, looking for thoughts from the other Commissioners and will continue the dialogue at a future meeting.

Mrs. Hashemi called for public comment. There was no public comment.

The Planning Commission should discuss this again at their next meeting, after Commissioners Hashemi and Kharva, along with Mr. Williams and Mr. Briggs, review the recommendations.

Procedures for Public Comment at Planning Commission Meetings – Mrs. Hashemi asked the Planning Commission Solicitor to develop a document to include rules for decorum at Planning Commission meetings that the public could read and understand how they can participate in meetings and when it is appropriate to comment. They looked at public comment rules and procedures in a variety of government offices. This is a common practice and Mrs. Hashemi believes it is a positive step for Easttown. She recommends the Planning Commission review this document with the hopes of adoption at the next meeting.

Procedures for Receipt of Public Comment Outside of Planning Commission Meetings – Mr. Stanish explained that the Planning Commission is often inundated with emails the day of the meeting and it is difficult for Planning Commission members to review these prior to the meeting. Members also discussed receiving emails directly from Easttown as opposed to receiving them from random emails. The PC members agreed that there should be a method of receiving these documents in batches.

The PC members discussed assigning a time limit of three minutes for public comment.

The procedures discussed at this meeting will be posted on the Planning Commission section of the website.

Mrs. Hashemi called for public comment. Mr. Joe Kohn, 240 Sugartown Road, commented on the unit density in Berwyn, posting documents on the website prior to the meeting, and changing the deadline for posting documents. Cheryl Harper, 214 Pheasant Run Road, commented on posting documents on the website prior to the meeting.

Mr. Oeste noted that the Sunshine Law specifically authorizes the Planning Commission and the Board of Supervisors to adopt policies to regulate public comment and it is very common in Chester County municipalities to have these types of policies.

Public Comment:

Mrs. Hashemi called for public comment. Michael Wacey, 1049 Beaumont Road, commented on the parking study and asked about considering municipal parking.

Announcements:

The next regularly scheduled meeting is Tuesday, April 06, 2021 at 7:00 p.m. preceded by a Workshop meeting at 6:30 p.m.

Adjournment:

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

/s/Sharon Norris

Sharon Norris

Administrative Assistant to the Township Manager