



THE COUNTY OF CHESTER



COMMISSIONERS

Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION

Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

Chester County Planning Commission
Government Services Center – Suite 270

Hybrid Meeting
October 9, 2024

DRAFT AGENDA

- 2:00 p.m. 1. CALL TO ORDER
- A. Chair's Welcome *Chair*
2. PUBLIC COMMENT *Chair*
3. PRESENTATION
- B. PA Turnpike activity in Chester County *Alan R. Williamson, P.E.
Construction Engineering Manager
Pennsylvania Turnpike*
- 2:20 p.m. 4. ACTION ITEMS
- C. Approval of Commission Meeting Minutes – Sept. 11, 2024 *Commission*
- D. Act 247 Reviews – September 2024 Applications *Act 247 Team*
- 1) Subdivision and Land Development Plan Reviews (11)
- | | |
|------------------------------|----------------|
| 1. Downingtown Borough | SD-08-24-18190 |
| 2. East Caln Township | LD-08-24-18214 |
| 3. East Fallowfield Township | SD-08-24-18212 |
| 4. Honey Brook Township | SD-08-24-18203 |
| 5. Lower Oxford Township | SD-07-24-18164 |
| 6. Malvern Borough | SD-08-24-18193 |
| 7. North Coventry Township | SD-08-24-18206 |
| 8. Sadsbury Township | LD-08-24-18229 |
| 9. Tredyffrin Township | LD-08-24-18209 |
| 10. West Chester Borough | SD-08-24-18216 |
| 11. West Vincent Township | CU-08-24-18219 |
- 2) Comprehensive Plan, Zoning and Subdivision Ordinance
Amendment, Miscellaneous Reviews (9)
- | | |
|---------------------------|----------------|
| 1. Avondale Borough | ZA-09-24-18244 |
| 2. Highland Township | ZA-08-24-18215 |
| 3. Unionville Region | CP-08-24-18208 |
| 4. West Bradford Township | MA-08-24-18196 |
| 5. West Bradford Township | SA-08-24-18222 |
| 6. West Bradford Township | ZA-08-24-18225 |
| 7. West Chester Borough | SA-08-24-18221 |
| 8. West Chester Borough | ZA-08-24-18224 |
| 9. West Goshen Township | ZA-08-24-18218 |

E. Community Planning Month Proclamation *Brian O’Leary*

F. PRO Housing Grant Application *Libby Horwitz*

2:45 p.m. 5. DISCUSSION AND INFORMATION ITEMS

G. Design & Technology Division Update *Geoff Creary*
1) Proposed 2025 Act 247 review fees

H. Community Planning Division Update *Bambi Griffin Rivera*
1) Adaptive Reuse Guide *Mark Gallant*

I. Sustainability Division Update *Rachael Griffith*

J. Multimodal Transportation Planning Division Update *Brian Styche*
1) Draft Trails Plan *Steve Buck*

K. Director’s Report *Brian O’Leary*
1) Draft 2025 Work Program

4:00 p.m. 6. ADJOURNMENT

Action Items



THE COUNTY OF CHESTER



COMMISSIONERS

Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION

Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

MINUTES: Regular Monthly Meeting
Chester County Planning Commission

Hybrid – GSC Suite 351 East
September 11, 2024

MEMBERS PRESENT IN PERSON: Michael Heaberg, Chair; Nate Cline, Co-Chair; Matt Hammond.

MEMBERS PRESENT VIA ZOOM: Roberta Cosentino; Stephanie Duncan; Doug Fasic; Frank Furman; Molly Morrison.

STAFF PRESENT IN PERSON: Brian O'Leary, Executive Director; Carrie Conwell; Geoff Creary; Beth Cunliffe; Bambi Griffin Rivera; Rachael Griffith; Libby Horwitz; Gene Huller; Ryan Mawhinney; Jake Michael; Al Park; Alex Sankaran; Nancy Shields; Brian Styche.

STAFF PRESENT VIA ZOOM: Chris Bittle; Wes Bruckno; Steve Buck; Kate Clark; Elise Davis; Richard Drake; Gwen Duli; Paul Farkas; Carolyn Oakley; Chris Patriarca; Patty Quinn; Elle Steinman; Sally Warren; Diana Zak.

VISITORS PRESENT IN PERSON: None.

VISITORS PRESENT VIA ZOOM: Tovi A.; Erin L.; Marilyn Lieb.

CALL TO ORDER:

The regular monthly meeting of the Chester County Planning Commission held in person at the Government Services Center Suite 351 East and via Zoom audio/video on Wednesday, September 11, 2024, was called to order at 2:00 P.M. by Chair Michael Heaberg.

PUBLIC COMMENT: None.

PRESENTATION:

Mr. Jake Michael, presenting on the implementation of *Landscapes3* over the past five years, highlighted examples of progress on the Vision and Map plan elements from 2019 to 2023 and how this guidance has been realized by both public and private entities including both residential and non-residential developers.

ACTION ITEMS:

Approval of Meeting Minutes:

A MOTION TO APPROVE THE MINUTES FOR THE AUGUST 14, 2024, MEETING OF THE CHESTER COUNTY PLANNING COMMISSION WAS MADE BY MR. CLINE, SECONDED BY DR. FASIC, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Act 247 Reviews:Subdivision and Land Development Reviews:

There were seventeen (17) Subdivision and Land Development Reviews prepared in August 2024.

A MOTION TO APPROVE THE SEVENTEEN (17) SUBDIVISION AND LAND DEVELOPMENT REVIEWS WAS MADE BY MR. HAMMOND, SECONDED BY MS. MORRISON, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Mr. Hammond recused himself from the following applications: SD-07-24-18189; SD-06-24-18150; SD-08-24-18191; LD-07-24-18187.

Comprehensive Plan, Zoning and Subdivision Ordinance Amendment, Miscellaneous Reviews:

There were seventeen (17) Comprehensive Plan, Zoning and Subdivision Ordinance Amendment, and Miscellaneous Reviews prepared in August 2024.

A MOTION TO APPROVE THE SEVENTEEN (17) COMPREHENSIVE PLAN, ZONING AND SUBDIVISION ORDINANCE AMENDMENT, AND MISCELLANEOUS REVIEWS WAS MADE BY MR. CLINE, SECONDED BY MR. HAMMOND, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Act 537 Reviews:

Ms. Conwell presented the Commission with one (1) minor Act 537 review for the month of August 2024.

A MOTION TO APPROVE THE ONE (1) MINOR ACT 537 REVIEW WAS MADE BY MR. CLINE, SECONDED BY MS. DUNCAN, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

DISCUSSION AND INFORMATION ITEMS:Multimodal Transportation Division Update:

Mr. Styche reported that the Enola Low Grade Trail extension into Atglen has begun with a kickoff meeting with the Wilson Consulting Group design consultant. Design phase funding was secured from the DVRPC Regional Trails Program (\$240,000) and matched by Chester County (\$60,000) for a total of \$300,000. Construction funding totaling \$907,000 was also secured through a PA DCED Multimodal Transportation Fund award.

Next, Mr. Styche reported on the following four PennDot Multimodal Transportation Fund award recipients: City of Coatesville - \$121,955, Lincoln Highway streetscape; Phoenixville Borough - \$900,000, Bridge and Starr Street improvements; Oxford Borough - \$854,356, Niblock Alley, Market to Hudson Street, and Broad Street bridge improvements; and West Grove Borough - \$513,530, Prospect Avenue multimodal improvements.

Lastly, Mr. Styche reported on the following projects moving forward: Chester County Public Transportation Plan Update is nearing completion; Chester County Trails Master Plan Draft will be completed for steering committee review; major regional projects have been re-submitted to DVRPC; transportation outreach to rural and agricultural communities; Municipal Improvements

Guide; refining POST HOA methodology; and the Transportation Forum, which will be held at the West Whiteland Township building on Tuesday, September 24, 2024.

Mr. Sankaran reported that the Public Transportation Plan Update's final report has been submitted to DVRPC's TCDI portal. Final Chester County Commissioner approval and resolution are still pending.

Next, Mr. Sankaran reported on the vision map, the system expansion map, and highlighted top recommendations in the three plan chapters: System, Environment, and Experience. More information on the plan can be found on the project website:

<https://www.chescoplanning.org/transportation/PTP-Update.cfm>

Design and Technology Division Update:

Mr. Creary, the new Design and Technology Division Director, introduced himself and, in the monthly overview of review submissions, noted that development reviews are on par with last year, with the residential numbers increasing this past month. Non-residential square footage numbers are down this month.

Next, Mr. Creary recognized the GIS team's mapping and Windows 11 upgrade work, as well as the graphics team's CCPC products.

Mr. Park presented the L3 Design Guidelines Executive Summary, which highlights the key planning principles and key design elements in the following six landscapes design guides: Agricultural, Rural, Rural Center, Urban Center, Suburban, and Suburban Center. The individual design guides as well as the executive summary are available on the Planning Commission's website here:

<https://www.chescoplanning.org/LandUse/L3DesignGuides.cfm>

Community Planning Division Update:

Ms. Griffin Rivera reported on the following projects that have recently been started and have been partially funded with a VPP grant: Oxford Region comprehensive plan update and West Nantmeal Township comprehensive plan update.

Next, Ms. Griffin Rivera reported that Uwchlan Township formally endorsed *Landscapes3* in August 2024.

Lastly, Ms. Griffin Rivera reported that the CPD team visited the Lanchester Landfill during a field view and that the Town Tours and Village Walks concluded last month with a total attendance of 1,721 guests throughout the summer.

Ms. Horwitz reported on the A+ Homes Adaptable Housing Assessment Guide, summarizing the major trends and housing impacts. Ms. Horwitz went on to report the following changes from 2010 – 2022: Chester County's share of regional growth, household sizes, average household size by tenure, households by income bracket, tenure by income, total households by age, homeownership by race, income needed to afford a home compared to actual median income, and percentage housing cost burdened. Lastly, Ms. Horwitz summarized current housing inventory price gaps, construction cost per unit, land prices, mortgage rates, and house size/number of tenants. This information is expected to be available on the CCPC website in October.

On a different subject, Ms. Horwitz reported on the 2022 US Census of Agriculture, noting how Chester County ranks in the following categories: horses, ponies, mules, burros, and donkeys; crop production; crops grown under cover; vegetables; cows' milk; Christmas trees; poultry and eggs; and fruits, tree nuts, and berries.

Sustainability Division Update:

Ms. Griffith introduced Ryan Mawhinney, CCPC’s new Sustainability Planner. Mr. Mawhinney highlighted his background and current CCPC projects.

Next, Ms. Griffith reported that the sustainable HOA initiative is ongoing with the following upcoming virtual roundtable discussions: tree and woodland care; and creating a sustainability action plan.

Ms. Griffith went on to report the the Climate Action Plan metrics are complete. The main goal is 80% reduction in green house gas emissions by 2050 from 2005 levels. Metric categories include: buildings and energy; transportation and land use; waste management; and agriculture, food, and forestry. Ms. Griffith also highlighted the municipal directory of sustainable practices.

Lastly, Ms. Griffith reported on waste reduction and diversion efforts which included a waste audit conducted for several Chester County departments. Ms. Griffith has been working with the Solid Waste Authority to help municipalities develop composting programs for their communities and co-applied for a USDA Composting and Food Reduction grant with Delaware County.

Director’s Report:

Mr. O’Leary reported on the following fall events: Transportation Forum, September 24, 2024 at the West Whiteland Township building; Planner’s Forum, October 2, 2024 at the Uwchlan Township building; three regional Urban Centers Forums – October 24, October 30, and November 14, 2024; and Housing Forum, October 30, 2024 at the Government Services Center.

Mr. O’Leary went on to report that the Chester County Commissioners have not formally sunsetted the Agricultural Development Council but have supported the work by moving it to CCEDC and a new position within the Commissioners’ Communications Office for Ag Development outreach. This position was just filled.

Lastly, the 2025 Work program draft will be presented to the board for comments at the October board meeting. Mr. O’Leary reported that his last day will be November 8, 2024 and a national executive search is underway.

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, A MOTION TO ADJOURN AT 3:54 PM WAS MADE BY MR. HAMMOND, SECONDED BY DR. FASIC, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Respectfully submitted,



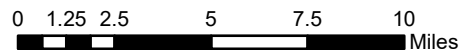
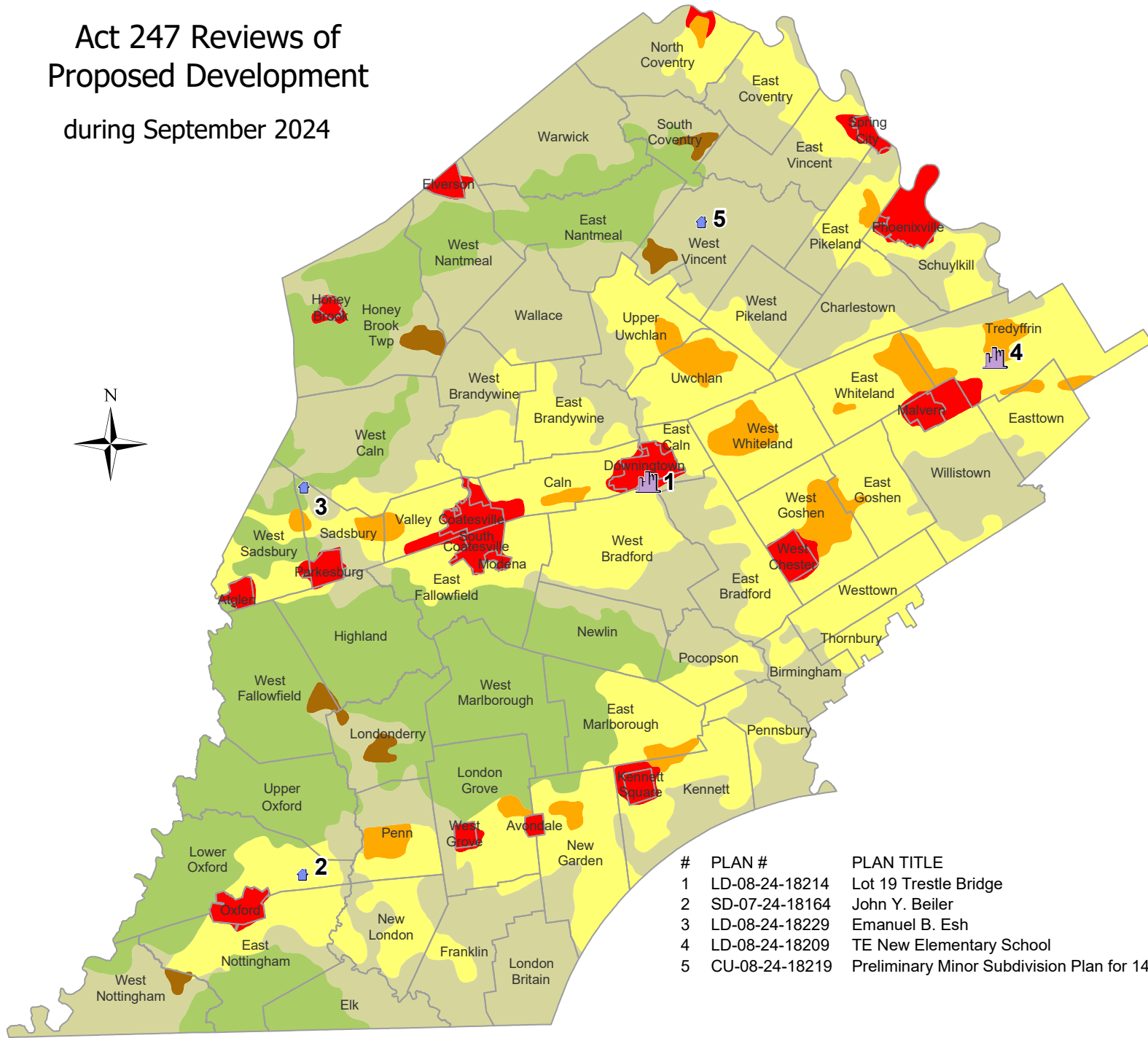
Brian N. O’Leary, AICP
Secretary

BNO/ncs

Act 247 Reviews

Subdivision & Land Development

Act 247 Reviews of Proposed Development during September 2024



Symbols

Residential Lots/Units

- 1 - 2
- 3 - 50
- 51 - 600

Non-Residential Square Feet

- 1 - 10,000
- 10,001 - 100,000
- 100,001 - 1,200,000

Other

- Mixed Use
- Not Consistent with Landscapes 3

Landscapes 3

Growth Areas

- Urban Center
- Suburban Center
- Suburban
- Rural Center

Rural Resource Areas

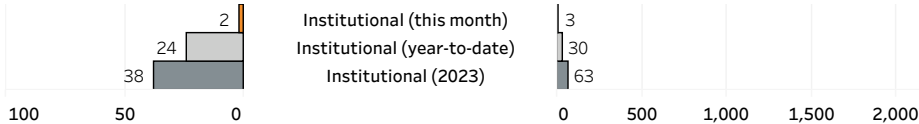
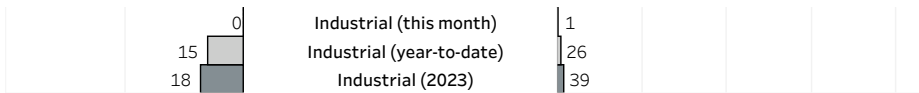
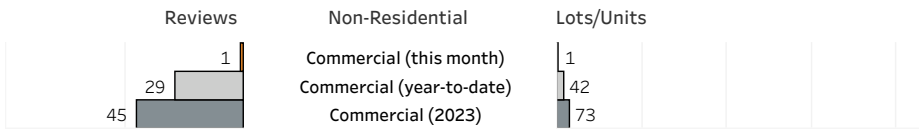
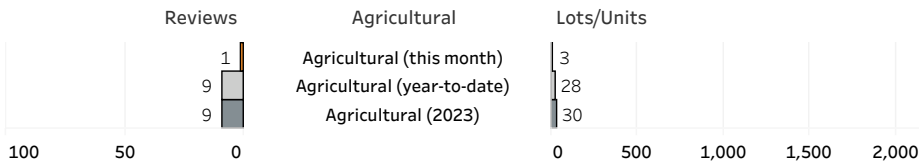
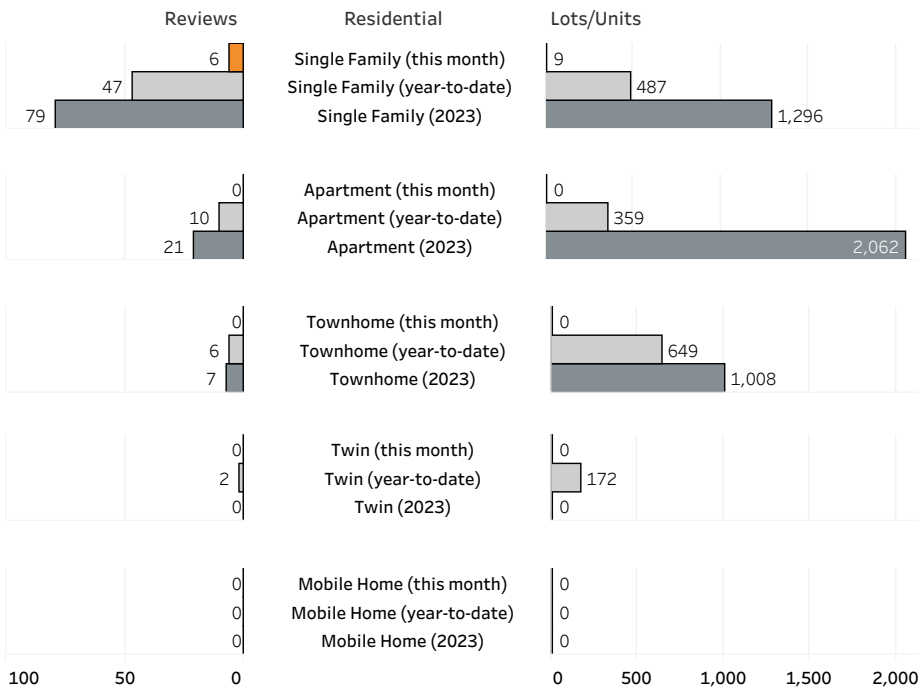
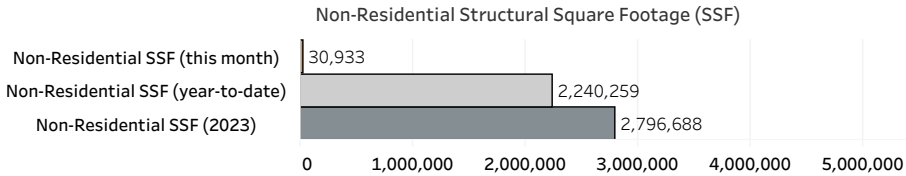
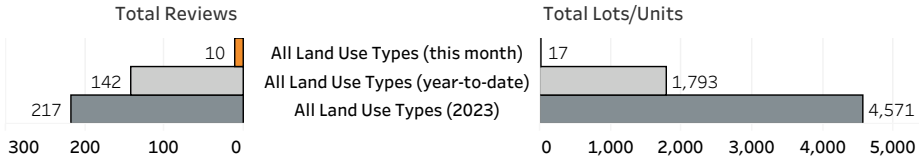
- Rural
- Agricultural

Note: Excludes lot line revisions, lot consolidations, second reviews, sketch plans, and surface parking, UNLESS those reviews cited unique or significant community impacts.

#	PLAN #	PLAN TITLE
1	LD-08-24-18214	Lot 19 Trestle Bridge
2	SD-07-24-18164	John Y. Beiler
3	LD-08-24-18229	Emanuel B. Esh
4	LD-08-24-18209	TE New Elementary School
5	CU-08-24-18219	Preliminary Minor Subdivision Plan for 1414 Birchrun Road



September 2024



Subdivision and Land Development Reviews 9/1/2024 to 9/30/2024

Municipality	Plan #	Title	Review Date	Acreage	Land Use	Lots/Units	Non-Res. Sq. Footage	Structure Use	Non-Res. Bldgs.	Roads (L. Feet)	Landscapes3 (Yes, No, N/R)
Downingtown Borough	SD-08-24-18190	216 E Lancaster Ave & 15 Green St	9/12/2024	0.69	Institutional	2		Institutional Religious Organization			Yes
East Caln Township	LD-08-24-18214	Lot 19 Trestle Bridge	9/23/2024	2.10	Commercial Industrial	2	20,458	Commercial Restaurant Industrial Warehouse	2		Yes
East Fallowfield Township	SD-08-24-18212	75 & 77 Fellowship Drive	9/12/2024	1.38	Single Family Residential	1		Residential Single Family Residential		0	Yes
Honey Brook Township	SD-08-24-18203	410 Broad Street Minor Subdivision Plan	9/12/2024	19.93	Single Family Residential Agricultural	2		Residential Single Family Residential Agricultural Farm/Pasture Land		0	Yes
Lower Oxford Township	SD-07-24-18164	John Y. Beiler	9/19/2024	34.26	Agricultural	2		Agricultural Farm/Pasture Land			Yes
Malvern Borough	SD-08-24-18193	Bonnie & Gerald Vaughn	9/17/2024	0.49	Single Family Residential	2		Residential Single Family Residential		0	Yes
North Coventry Township	SD-08-24-18206	1237 Temple Road	9/12/2024	20.03	Single Family Residential	2		Residential Single Family Residential		0	Yes
Sadsbury Township	LD-08-24-18229	Emanuel B. Esh	9/23/2024	11.29	Single Family Residential	2		Residential Single Family Residential	0	0	Yes
Tredyffrin Township	LD-08-24-18209	TE New Elementary School	9/19/2024	15.26	Institutional	1	10,475	Institutional Educational Facility	1	0	Yes
West Chester Borough	SD-08-24-18216	211 Dean Street	9/18/2024	0.15	Single Family Residential	1		Residential Single Family Residential		0	Yes
Grand Totals of Subdivision and Land Development Reviews		10 Reviews		105.57 Acres		17 Lots/Units	30,933 Non-Res. Sq. Feet		3 Non-Res. Bldgs.	0 Linear Feet Roadway	

There are **10** plans consistent, **0** plans inconsistent, and **0** plans with no relevance to **Landscapes3**.

Unofficial Sketch Plan Evaluations

9/1/2024 to 9/30/2024

Municipality	Plan #	Title	Review Date	Acreage	Land Use	Lots/Units	Non-Res. Sq. Footage	Structure Use	Non-Res. Bldgs.	Roads (L. Feet)	Landscapes3 (Yes, No, N/R)
--------------	--------	-------	-------------	---------	----------	------------	----------------------	---------------	-----------------	-----------------	----------------------------

No Unofficial Sketch Plan Evaluations were conducted during this timeframe.

Conditional Use Reviews 9/1/2024 to 9/30/2024

Municipality	Plan #	Title	Review Date	Acreage	Land Use	Lots/Units	Non-Res. Sq. Footage	Structure Use	Non-Res. Bldgs.	Roads (L. Feet)	Landscapes? (Yes, No, N/R)
West Vincent Township	CU-08-24-18219	Preliminary Minor Subdivision Plan for 1414 Birchrun Road	9/23/2024	22.59	Single Family Residential	1	0	Residential Single Family Residential		0	Yes
Grand Totals of Conditional Use Reviews		1 Reviews		22.59 Acres		1 Lots/Units	0 Non-Res. Sq. Feet		Non-Res. Bldgs.	0 Linear Feet Roadway	

There are **1** Conditional Use consistent, **0** Conditional Use inconsistent, and **0** Conditional Use with no relevance to **Landscapes3**.

Subdivision & Land Development Letters



THE COUNTY OF CHESTER



COMMISSIONERS

Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION

Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 12, 2024

Millie Byerly, Assistant Borough Secretary
Downingtown Borough
4 West Lancaster Avenue
Downingtown, PA 19335

Re: Preliminary Subdivision - 216 E Lancaster Ave & 15 Green St
Downingtown Borough - SD-08-24-18190

Dear Ms. Byerly:

A preliminary subdivision plan entitled "216 E Lancaster Ave & 15 Green St", prepared by Howell Engineering and dated January 3, 2024, was received by this office on August 16, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

Location:	South of East Lancaster Avenue (State Route 30-Business), west of Green Street and north of Washington Avenue
Site Acreage:	0.69 acres
Lots:	2 lots
Proposed Land Use:	Religious Organization, Commercial
New Parking Spaces:	14 spaces
Municipal Land Use Plan Designation:	Mixed Use Main Street
UPI#:	11-8-97, 11-8-95-E, 11-8-103-E

PROPOSAL:

The applicant proposes the adjustment of the lot line separating three lots, and the removal of two parking spaces that will result in 14 parking spaces at a church; nine other parking spaces on the site will remain. The site is served by public water and sewer facilities and is located in the Downingtown Borough C-1 General Commercial zoning district. The tract contains an institutional building (a church) and a two-story structure.

RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed and all Downingtown Borough issues should be resolved before action is taken on this subdivision plan.

Page: 2
 Re: Preliminary Subdivision - 216 E Lancaster Ave & 15 Green St
 # Downingtown Borough - SD-08-24-18190

COUNTY POLICY:

LANDSCAPES:

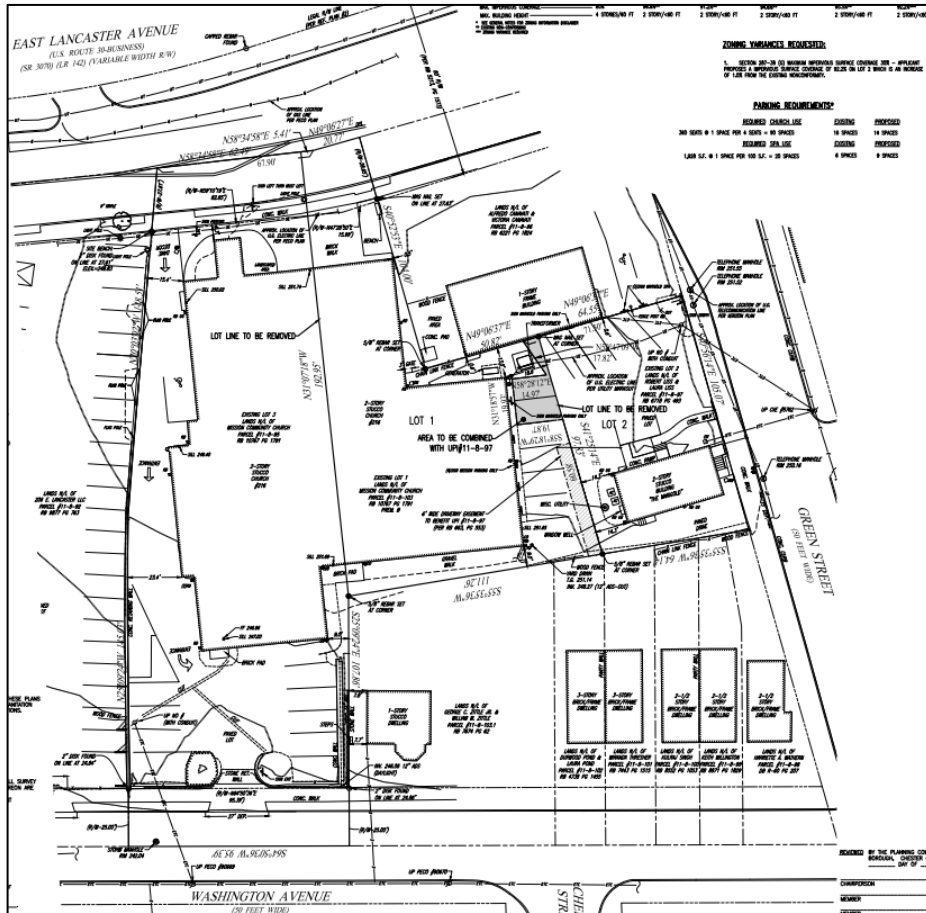
- The site is located within the **Urban Center Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Urban Center Landscape** is historic downtown and established neighborhoods serving as civic, economic, and population centers with a traditional town character, accommodating substantial future growth at a medium to high intensity. Transportation infrastructure improvements and amenities supporting a walkable community should be provided and integrated into the public transportation and roadway systems. The proposed subdivision is consistent with the objectives of the **Urban Center Landscape**.



PRIMARY ISSUES:

- The applicant and the Borough should discuss whether additional street trees should be placed along the site, particularly along Washington Avenue. Additional landscaping should be considered for the pedestrian entry area along East Lancaster Avenue.
- It appears that a SEPTA bus stop is located along this portion of East Lancaster Avenue, and we recommend that the applicant and Borough, in consultation with SEPTA, either provide a bus shelter at this location or the applicant should offer an easement for the future construction of a shelter. Additional information on this topic is provided in the County Planning Commission's [Multimodal Circulation Handbook \(2016 Update\)](#), which is available online at: www.chesco.org/documentcenter/view/27031.

Page: 3
Re: Preliminary Subdivision - 216 E Lancaster Ave & 15 Green St
Downingtown Borough - SD-08-24-18190



Detail of 216 E Lancaster Ave & 15 Green St Preliminary Subdivision Plan

ADMINISTRATIVE ISSUE:

- A minimum of four copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, and the Assessment Office.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of Downingtown Borough. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,

Wes Bruckno, AICP
Senior Review Planner

cc: Mission Community Church
Howell Engineering



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 23, 2024

Barbara Kelly, Manager/Secretary
 East Caln Township
 110 Bell Tavern Road
 Downingtown, PA 19335

Re: Preliminary/Final Land Development - Lot 19 Trestle Bridge Business Center
 # East Caln Township - LD-08-24-18214

Dear Ms. Kelly:

A preliminary/final land development plan entitled "Lot 19 Trestle Bridge Business Center", prepared by Edward B. Walsh & Associates, Inc. and dated January 12, 2021, and last revised on December 4, 2023, was received by this office on August 28, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed land development for your consideration.

PROJECT SUMMARY:

Location:	East side of Brandywine Avenue (State Route 322), south of Boot Road
Site Acreage:	2.10 acres
Lots/Units:	1 lot/2 structures
Non-Res. Square Footage:	20,458 square feet
Proposed Land Use:	Restaurant, flex industrial space
New Parking Spaces:	64 spaces
Municipal Land Use Plan Designation:	Industrial
UPI#:	40-3-11.23

PROPOSAL:

The applicant proposes the construction of a 3,200 square foot restaurant structure, a separate 17,258 square foot flex industrial space structure, and 63 parking spaces. The site, which will be served by public water and public sewer facilities, is located in the East Caln Township I-1 Industrial zoning district. The site contains an existing structure that will be removed. The applicant received a variance on January 17, 2023 and a conditional use approval on February 21, 2024.

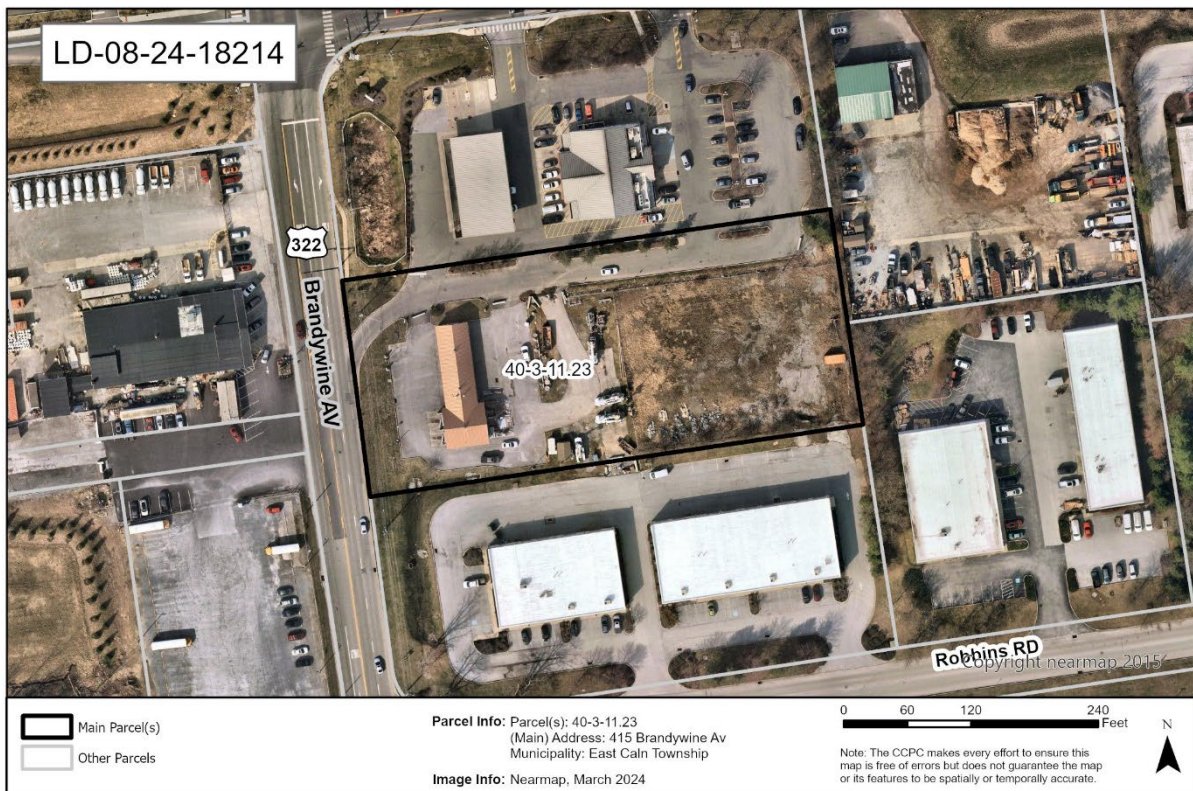
RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed and all East Caln Township issues should be resolved before action is taken on this land development plan.

Page: 2
 Re: Preliminary/Final Land Development - Lot 19 Trestle Bridge Business Center
 # East Caln Township - LD-08-24-18214

COUNTY POLICY:

LANDSCAPES:

1. The site is located within the **Urban Center Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Urban Center Landscape** is historic downtown and established neighborhoods serving as civic, economic, and population centers with a traditional town character, accommodating substantial future growth at a medium to high intensity. Transportation infrastructure improvements and amenities supporting a walkable community should be provided and integrated into the public transportation and roadway systems. The proposed land development is consistent with the objectives of the **Urban Center Landscape**.



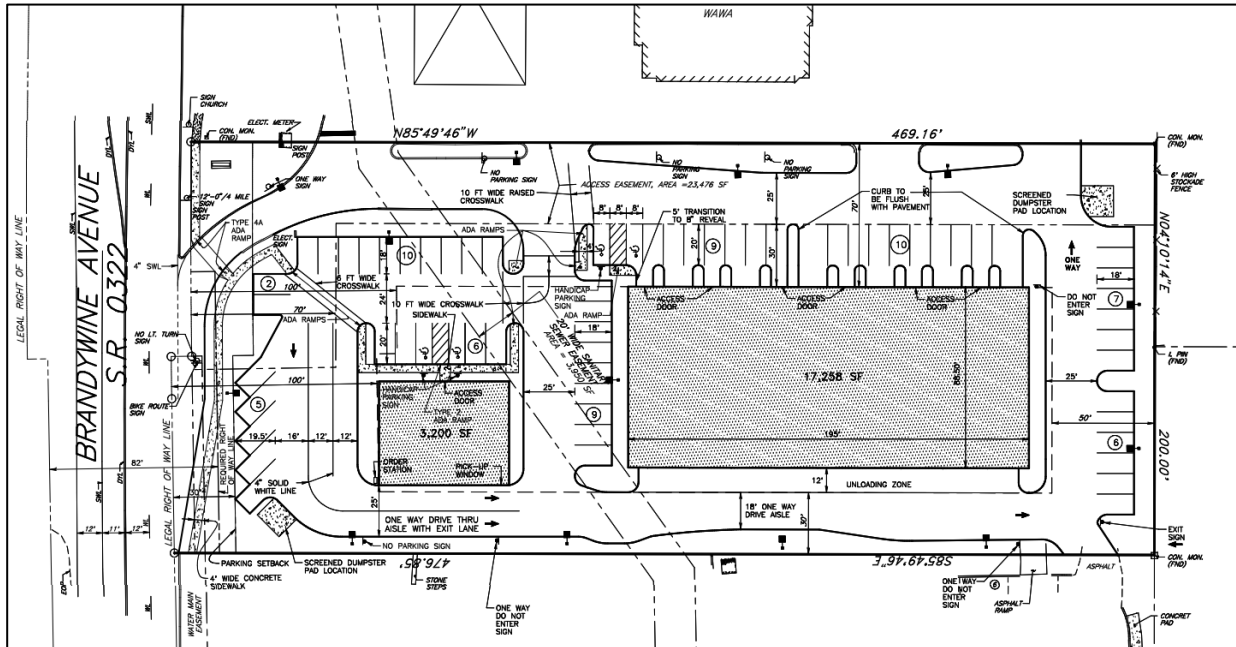
WATERSHEDS 2045:

2. **Watersheds 2045**, the County-wide integrated water resources plan and Act 167 Stormwater Management Plan, indicates the proposed development is located within the Upper Brandywine Creek watershed. The **Watersheds 2045** plan's highest priority objectives within this watershed are:
 - protecting first order streams, riparian corridors, and existing woodlands;
 - reducing stormwater runoff;
 - mitigating flood risks;
 - implementing source water protection measures; and
 - promoting and expanding water-based recreational opportunities and access.

Watersheds 2045 can be accessed at www.chesco.org/watersheds2045.

Page: 3
 Re: Preliminary/Final Land Development - Lot 19 Trestle Bridge Business Center
 # East Caln Township - LD-08-24-18214

3. Land disturbance and land development activities that occur within Chester County must comply with the *County-wide Act 167 Stormwater Management Plan for Chester County, PA* (August 2022) and the associated Act 167 stormwater management ordinance standards adopted by each municipality.



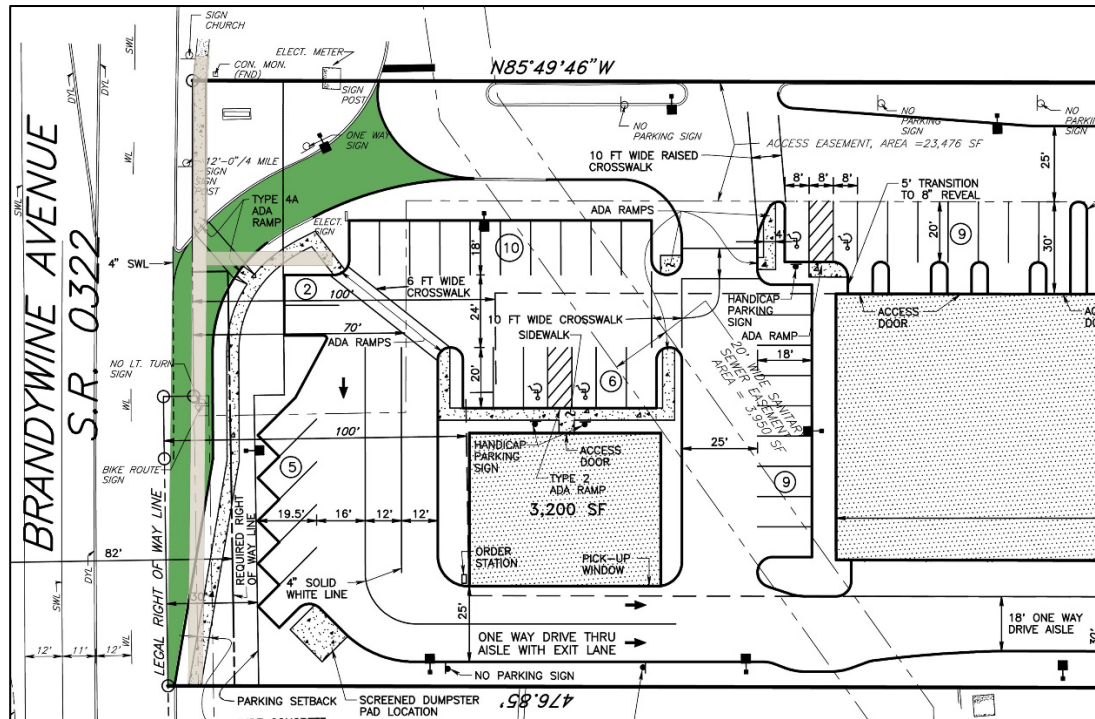
*Detail of Lot 19 Trestle Bridge Business Center
 Preliminary/Final Land Development*

PRIMARY ISSUES:

4. The site is proposed to have access from two driveways on Boot Road (State Route 2020) through an adjoining tract to the north (a Wawa), a right-in only access from Brandywine Avenue, and another partial access from a parcel to the south to Robbins Road. The Township Engineer should review the proposed pedestrian and vehicle circulation pattern regarding the following issues:
- Pedestrian circulation between the two proposed buildings as well as to and from the Wawa (and potentially other nearby locations) is an important component of a complete sidewalk system in the **Urban Center Landscape** and should be a part of the final design; additionally, additional crosswalks, signage, a speed table (to slow vehicles in areas where pedestrians are anticipated) and other design elements should be used to ensure safe circulation. The applicant and Township should refer to the Pedestrian Facilities Design Element of the County Planning Commission's **Multimodal Circulation Handbook (2016 Update)** in its design of the proposed pedestrian facilities. The Handbook is available online at: www.chesco.org/documentcenter/view/27042.
 - The Township should ensure that the proposed sidewalk along Brandywine Avenue will be adequate to accommodate pedestrian circulation between the Chester Valley Trail and the relocated Downingtown Train Station proposed for the property north of Boot Road. Specifically, the Township should determine whether the proposed crosswalk over the Brandywine Avenue entrance is located at a safe distance from decelerating vehicles entering the site.

Page: 4
 Re: Preliminary/Final Land Development - Lot 19 Trestle Bridge Business Center
 # East Caln Township - LD-08-24-18214

In a related matter, the vehicle circulation pattern may result in conflicts between vehicles entering the site from the north and from Brandywine Avenue. To remove these potential vehicle conflicts, it may be preferable to eliminate the Brandywine Avenue driveway entrance and only provide driveway access from the north. The landscape islands between the applicant's site and the site to the north may need to be redesigned to direct vehicles more safely. The removal of the Brandywine Avenue entrance also eliminates a pedestrian crossing over this entrance, as mentioned above. This concept is shown in the sketch below:



Suggested Revision to the Brandywine Avenue Entrance

- c. The plan shows four-foot wide sidewalks. PennDOT's Design Manual 2-Chapter 6: Pedestrian Facilities and the Americans with Disabilities Act (ADA) recommend that sidewalks be a minimum of five feet in width. Additional information on this topic is provided in the Pedestrian Facilities Design Element of the County Planning Commission's Multimodal Circulation Handbook (2016 Update), which is available online at: www.chescoplanning.org/MuniCorner/MultiModal/02-PedFacs.cfm
- d. The applicant, Township and PennDOT should discuss providing a crosswalk at each crossing at the Boot Road and Brandywine Avenue intersection to the north.
- e. The Township should consider whether the 12 "stacking" spaces at the drive-through will be adequate.
- f. The Township's emergency service providers should be requested to review the plan to ensure that safe access and egress is provided for this site.
- g. The parking spaces at the northern elevation of the eastern building appear to be offset from the access doors and no sidewalk is shown in this area; the applicant should elaborate on how this parking arrangement will protect pedestrians.
- h. Plantings on the landscape plan appear to be located on top of the sidewalk along Brandywine Avenue; this should be clarified.

Page: 5
Re: Preliminary/Final Land Development - Lot 19 Trestle Bridge Business Center
East Caln Township - LD-08-24-18214

- i. The plan shows 64 parking spaces. We suggest that the applicant and the Township evaluate the anticipated parking demand for this site, while considering that some vehicles may be parked at the Wawa or on an adjacent site, and determine whether all of the proposed parking spaces will be necessary. If fewer spaces are required, we suggest that the extra spaces could be landscaped and held in reserve instead of being paved. The reserve spaces could be converted to paved spaces in the future if it becomes evident that they are actually needed. Reserving parking spaces in this manner can help to reduce initial construction costs, limit the creation of impervious surfaces, and increase opportunities for landscaping.
 - j. The applicant has offered additional right-of-way along Brandywine Avenue (State Route 322), as noted in Conditional Use Order 11, although the proposed setbacks will be based on the current right-of-way. The applicant and the Township should discuss how this additional right-of-way will be utilized if it is ever needed for roadway improvements.
 - k. The Conditional Use approval noted that the site is not appropriate for a “large-volume use such as a Chick-fil-A or other high-impact fast food or fast casual uses.” The Township should consider how it will quantify which future land uses would be excluded because they may be large-volume uses.
5. The stormwater management plans indicate that subsurface infiltration practices will be utilized to manage a portion of the site’s stormwater runoff. The applicant should submit the operations and management plan for the stormwater facilities to the Township, which should be reviewed by the Township engineer. To ensure this system continues to function as designed, the applicant and/or those responsible for future maintenance should strictly adhere to the inspection schedule included in the Operation and Maintenance Plan. Appropriate pre-treatment Best Management Practices (BMPs) should be installed to remove sediment and other debris from runoff before it discharges to the planned subsurface infiltration system. Sediment, oil, grease, or other debris should be regularly removed from these pretreatment BMPs.
 6. Subsurface infiltration stormwater management practices are not appropriate for areas that will receive runoff with high sediment loads. Particular care should be taken during construction to prevent compaction of the soil below the system and to minimize the delivery of sediment to this system from construction runoff. The applicant should ensure that sufficient observation wells and access points are incorporated into the design and are located in areas that will remain easily accessible. These access points should be designed to allow for the occasional removal of accumulated sediment.

ADMINISTRATIVE ISSUES:

7. The applicant should contact the office of the Chester County Conservation District (telephone #610-455-1360) for information and clarification on erosion control measures. The provisions of the Commonwealth Erosion Control Regulations may apply to the project and may require an Earth Disturbance Permit or a National Pollutant Discharge Elimination System permit for discharge of stormwater from construction activities. Additional information on this topic is provided online at: <https://www.chesco.org/284/ErosionStormwater>.
8. A minimum of four copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, and the Township.

Page: 6
Re: Preliminary/Final Land Development - Lot 19 Trestle Bridge Business Center
East Caln Township - LD-08-24-18214

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of East Caln Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,

A handwritten signature in black ink that reads "Wes Bruckno". The signature is written in a cursive style with a long horizontal stroke at the end.

Wes Bruckno, AICP
Senior Review Planner

cc: 415 Brand, LLC
Anthony Antonelli, District Permits Manager, PennDOT
Francis J. Hanney, PennDOT
Chester County Conservation District
Edward B. Walsh & Associates, Inc.



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 12, 2024

Scott M. Swichar, Secretary
 East Fallowfield Township
 2264 Strasburg Road
 East Fallowfield, PA 19320-4437

Re: Preliminary/Final Subdivision - 75 & 77 Fellowship Drive
 # East Fallowfield Township - SD-08-24-18212

Dear Mr. Swichar:

A preliminary/final subdivision plan entitled "75 & 77 Fellowship Drive", prepared by Howell Surveying and dated August 16, 2024, was received by this office on August 16, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

Location:	Northwest side of Fellowship Drive, east of Timacula Road
Site Acreage:	1.38 acres
Lots/Units:	1 lot
Proposed Land Use:	Lot Consolidation/Agriculture
Municipal Land Use Plan Designation:	AP-Agricultural Preservation
UPI#:	47-7-251, 47-7-250

PROPOSAL:

The applicant proposes the combination of two lots into one lot. The site, which is not served by public water or sewer facilities, is located in the East Fallowfield Township RA Rural Agricultural zoning district. No development is proposed by this subdivision.

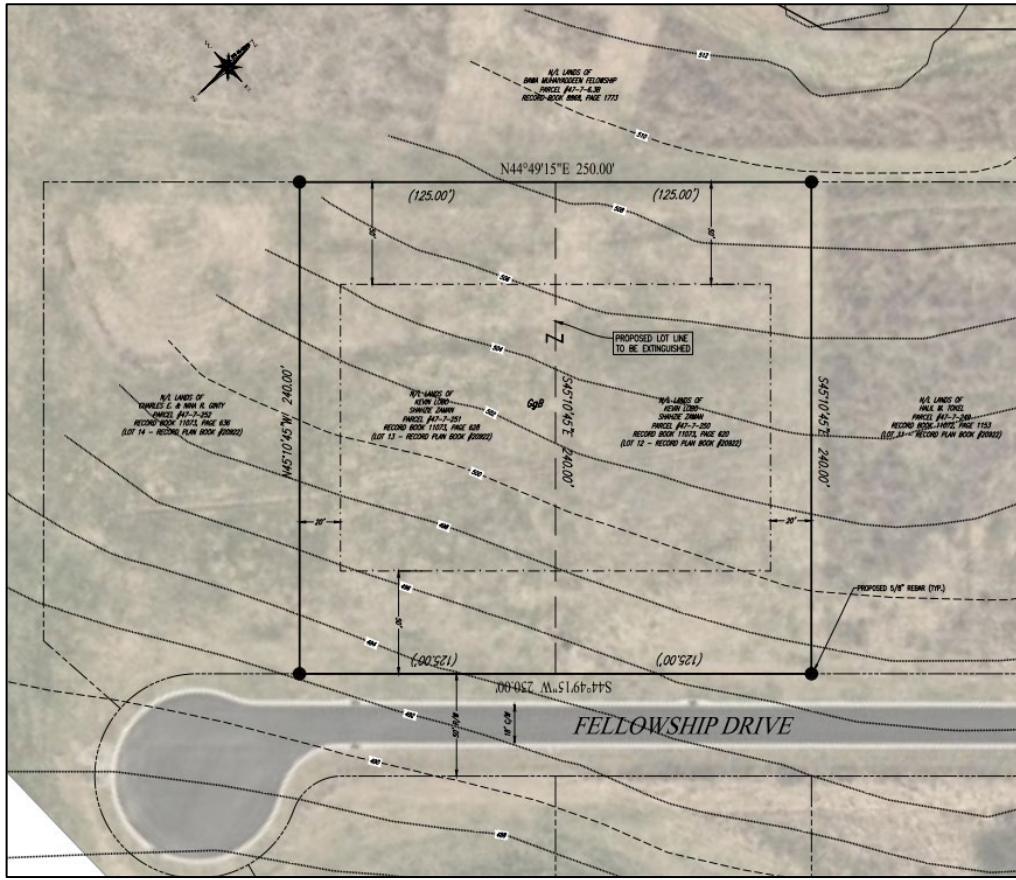
RECOMMENDATION: The Chester County Planning Commission has no planning issues with this subdivision application. All East Fallowfield Township issues should be resolved before action is taken on this plan.

COUNTY POLICY:

LANDSCAPES:

1. The site is located within the **Agricultural Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Agricultural Landscape** is very limited development occurring at very low densities to preserve prime agricultural soils and farm operations. The proposed subdivision is consistent with the objectives of the **Agricultural Landscape**.

Page: 2
 Re: Preliminary/Final Subdivision - 75 & 77 Fellowship Drive
 # East Fallowfield Township - SD-08-24-18212



Detail of 75 & 77 Fellowship Drive Preliminary/Final Subdivision Plan

Page: 3
Re: Preliminary/Final Subdivision - 75 & 77 Fellowship Drive
East Fallowfield Township - SD-08-24-18212

ADMINISTRATIVE ISSUE:

2. A minimum of five copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, the Health Department, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of East Fallowfield Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Wes Bruckno, AICP
Senior Review Planner

cc: Howell Surveying
Chester County Health Department
Kevin Lobo and Shahzie Zaman



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 12, 2024

Warren K. Obenski, Manager/Secretary
 Honey Brook Township
 500 Suplee Road
 Honey Brook, PA 19344

Re: Preliminary/Final Subdivision - 410 Broad Street Minor Subdivision Plan
 # Honey Brook Township - SD-08-24-18203

Dear Mr. Obenski:

A preliminary/final subdivision plan entitled "410 Broad Street Minor Subdivision Plan", prepared by Hershey Surveying Inc. and dated August 14, 2024, was received by this office on August 14, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

Location: West side of Broad Street, north of Mount Pleasant Road, and east of the municipal boundary with Salisbury Township, Lancaster County. The westernmost portion of the site is within Salisbury Township.

Site Acreage: 19.93 acres

Lots: 2 lots

Proposed Land Use: Agricultural

Municipal Land Use Plan Designation: Rural/Agriculture (Honey Brook Township Comprehensive Plan)

UPI#: 22-9-1

PROPOSAL:

The applicant proposes the creation of two lots; proposed Lot 1 will be 10 acres and Lot 2 will be 9.926 acres. The site, which is not served by public water or sewer facilities, is located in the Honey Brook Township Agricultural zoning district. The portion of the site within Salisbury Township, Lancaster County is located in the Salisbury Township Agricultural zoning district. The site contains a "barndominium", as noted on the plan, in the Salisbury Township portion of the site. The plan proposes no additional development.

RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed and all Honey Brook Township issues should be resolved before action is taken on this subdivision plan.

Page: 2

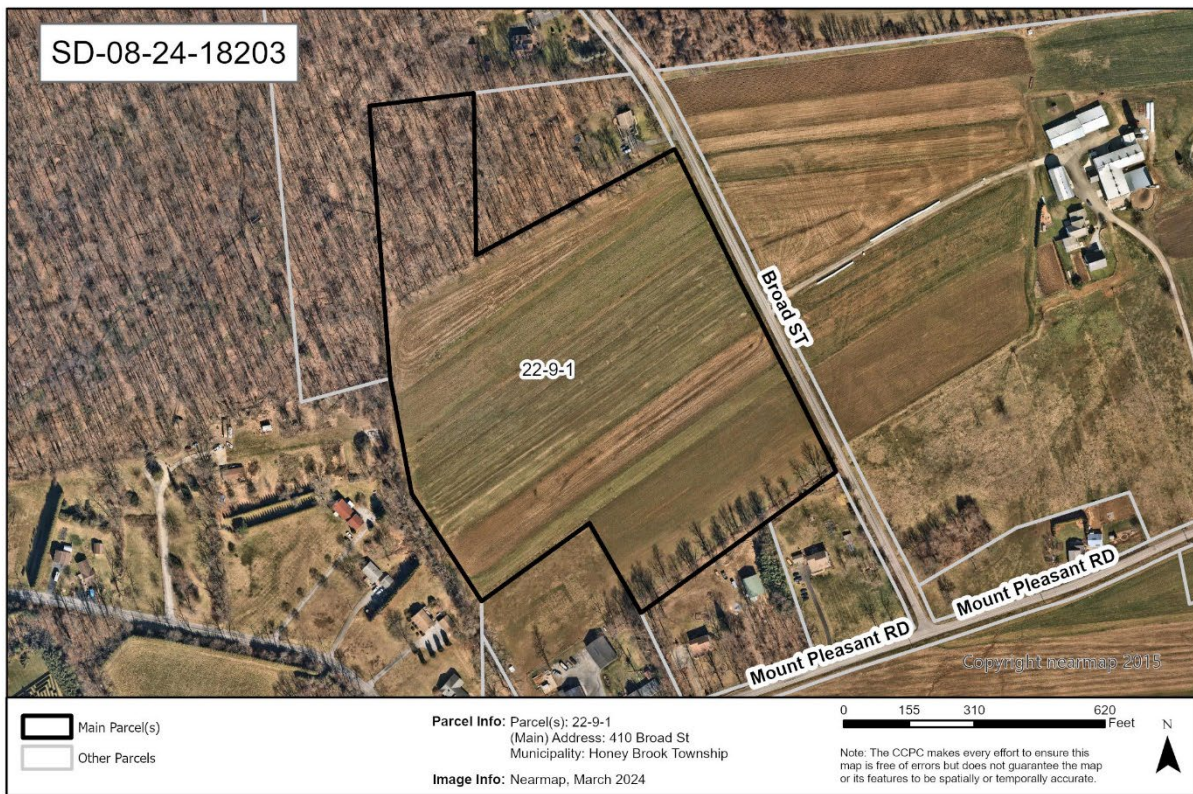
Re: Preliminary/Final Subdivision - 410 Broad Street Minor Subdivision Plan

Honey Brook Township - SD-08-24-18203

COUNTY POLICY:

LANDSCAPES:

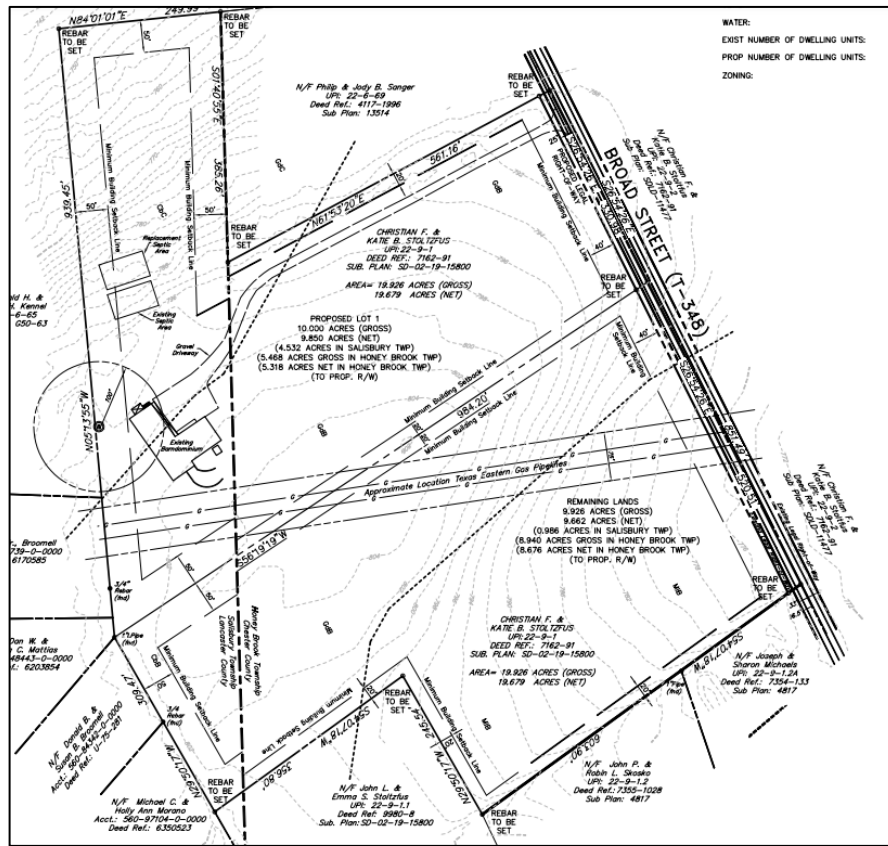
1. The site is located within the **Agricultural Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. This landscape consists of large concentrations of active and diverse farm operations along with related support services. The vision for the **Agricultural Landscape** is very limited development occurring at very low densities to preserve prime agricultural soils and farm operations. The proposed subdivision is consistent with the objectives of the **Agricultural Landscape**.



PRIMARY ISSUE:

2. The site is located within the **Agricultural Landscape** designation of [Landscapes3](#) as well as within the Honey Brook Township Agricultural zoning district. Therefore, we suggest that the applicant consider deed-restricting this site from further non-agricultural development. We recommend that the applicant contact Chester County Parks + Preservation (telephone #610-344-5656) for information on the advantages of being in the County Agricultural Land Preservation Program and how lands under the agricultural conservation easement are protected. If the applicant is interested in participating in the County Land Preservation Program, the applicant should initially contact the Township to add the parcel to the Township's Agricultural Security Area Program; this is a prerequisite to participation in the County Program.

Page: 3
Re: Preliminary/Final Subdivision - 410 Broad Street Minor Subdivision Plan
Honey Brook Township - SD-08-24-18203



Detail of 410 Broad Street Minor Subdivision Preliminary/Final Subdivision Plan

ADMINISTRATIVE ISSUE:

3. A minimum of five copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, the Health Department, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of Honey Brook Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,

Wes Bruckno, AICP
Senior Review Planner

cc: Hershey Surveying Inc.
Christian F. and Katie B. Stoltzfus
Chester County Health Department
Chester County Parks + Preservation
Kirsten Peachey, Manager, Salisbury Township, Lancaster County



THE COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O’Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 19, 2024

Deborah Kinney, Secretary
Lower Oxford Township
220 Township Road
Oxford, PA 19363

Re: Preliminary/Final Subdivision - John Y. Beiler
Lower Oxford Township – SD-07-24-18164

Dear Ms. Kinney:

A Preliminary/Final Subdivision Plan entitled "John Y. Beiler", prepared by Crossan Raimato, Inc., and dated June 24, 2024, was received by this office on August 22, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

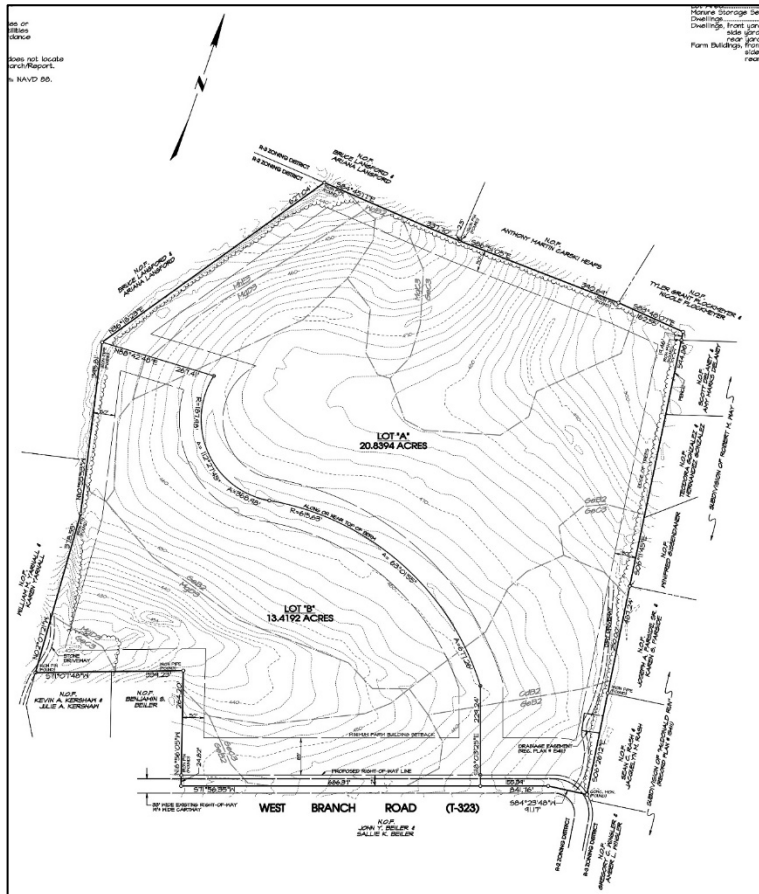
Location:	North side of West Branch Road, south of Baltimore Pike
Site Acreage:	34.26
Lots/Units:	2
Non-Res. Square Footage:	0
Proposed Land Use:	Agricultural (Farm/Pasture Land)
New Parking Spaces:	0
Municipal Land Use Plan Designation:	Suburban
UPI#:	56-9-24

PROPOSAL:

The applicant proposes the creation of 2 agricultural lots. No development activity is proposed as part of this submission. The project site is located in the R-2 Residential zoning district.

RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed, and all Township issues should be resolved before action is taken on this subdivision plan.

Page: 2
Re: Preliminary/Final Subdivision - John Y. Beiler
Lower Oxford Township – SD-07-24-18164



Site Plan Detail: Preliminary/Final Subdivision - John Y. Beiler

Page: 3
 Re: Preliminary/Final Subdivision - John Y. Beiler
 # Lower Oxford Township – SD-07-24-18164

COUNTY POLICY:

LANDSCAPES:

1. The project site is located within the **Suburban Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Suburban Landscape** is predominantly residential communities with locally-oriented commercial uses and facilities, accommodating growth at a medium density that retains a focus on residential neighborhoods, with enhancements in housing diversity and affordability. The proposed subdivision is consistent with the objectives of the **Suburban Landscape**.

The project site is also located within the Suburban designation on the Future Land Use Map in the Oxford Region Multimunicipal Comprehensive Plan. The proposed subdivision is consistent with this designation.

PRIMARY ISSUES:

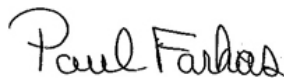
2. The land of the proposed subdivision is part of the County Agricultural Land Preservation Program and is protected by an agricultural conservation easement. It is our understanding that this proposed subdivision was reviewed, and recommend for approval, by the County Agricultural Land Preservation Board. The site plan should identify that the project site is protected by an agricultural conservation easement, along with depicting the boundaries of the agricultural easement. It is our understanding that a 1.1 acre area on Lot B along West Branch Road, adjoining UPI# 56-9-24.1 to the west, is excluded from the easement.

ADMINISTRATIVE ISSUES:

3. According to County Tax Assessment records, the land of the proposed subdivision appears to be subject to an Act 319 (Clean and Green) covenant. We advise the applicant to contact the Chester County Assessment Office (telephone #610-344-6105) regarding this subdivision. Additional information on this topic is provided online at: www.chesco.org/256/Act-319---Clean-Green.
4. A minimum of four (4) copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of Lower Oxford Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Paul Farkas
 Senior Review Planner

cc: John Beiler
 Crossan Raimato, Inc.
 Chester County Assessment Office
 Chester County Department of Parks and Preservation



THE COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O’Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 17, 2024

Terri Woodman, Acting Manager
Malvern Borough
1 E. First Avenue, Suite 3
Malvern, PA 19355

Re: Preliminary/Final Subdivision - Bonnie & Gerald Vaughn
Malvern Borough – SD-08-24-18193

Dear Ms. Woodman:

A Preliminary/Final Subdivision Plan entitled "Bonnie & Gerald Vaughn", prepared by Chester Valley Engineers, and dated April 24, 2024, was received by this office on August 20, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

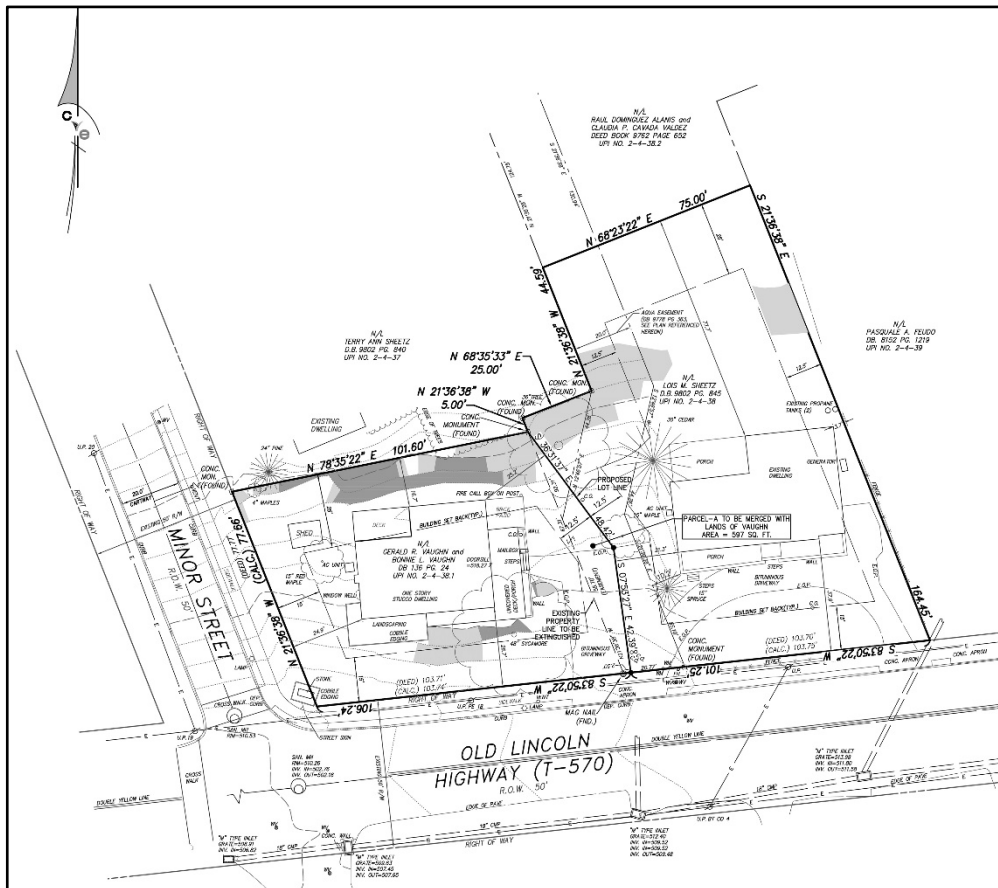
Location:	Northeast corner of Old Lincoln Highway and Miner Street
Site Acreage:	0.49
Lots/Units:	2
Non-Res. Square Footage:	0
Proposed Land Use:	Single Family Residential
Municipal Land Use Plan Designation:	Residential
UPI#:	2-4-38.1, 2-4-38

PROPOSAL:

The applicant proposes the conveyance of Parcel A, a 597 square foot portion of UPI# 2-4-38, to UPI# 2-4-38.1. No development activity is proposed as part of the current plan submission. The project site is located in the R3b Residential zoning district.

RECOMMENDATION: The County Planning Commission recommends that the administrative issues raised in this letter should be addressed, and all Borough issues should be resolved before action is taken on this subdivision plan.

Page: 2
Re: Preliminary/Final Subdivision - Bonnie & Gerald Vaughn
Malvern Borough – SD-08-24-18193



Site Plan Detail: Preliminary/Final Subdivision - Bonnie & Gerald Vaughn

Page: 3
 Re: Preliminary/Final Subdivision - Bonnie & Gerald Vaughn
 # Malvern Borough – SD-08-24-18193

COUNTY POLICY:

LANDSCAPES:

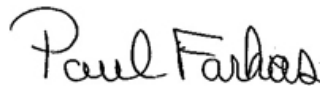
1. The project site is located within the **Urban Center Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Urban Center Landscape** is historic downtown and established neighborhoods serving as civic, economic, and population centers with a traditional town character, accommodating substantial future growth at a medium to high intensity. The proposed subdivision is consistent with the objectives of the **Urban Center Landscape**.

ADMINISTRATIVE ISSUES:

2. The applicant is requesting two waivers from the provisions of Article IV – Plan Content Requirements of the Borough Subdivision and Land Development Ordinance. Waiver requests should only be granted following the determination that the proposed project either meets the purpose of these requirements or does not create the impacts that these provisions are intended to manage.
3. The site plan indicates that there is an existing 20 foot wide utility easement on this site, a portion of which is located on the portion of UPI# 2-4-38 that is to be conveyed to UPI# 2-4-38.1. The details of this easement should be incorporated into the deeds of both lots.
4. Miner Street is incorrectly identified as “Minor Street” on the site plan. This should be corrected by the applicant.
5. A minimum of four (4) copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of Malvern Borough. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Paul Farkas
 Senior Review Planner

cc: Gerald Vaughn
 Chester Valley Engineers, Inc.



THE COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O’Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 12, 2024

Erica Batdorf, Manager
North Coventry Township
845 South Hanover Street
Pottstown, PA 19465

Re: Preliminary/Final Subdivision - 1237 Temple Road
North Coventry Township - SD-08-24-18206

Dear Ms. Batdorf:

A preliminary/final subdivision plan entitled "1237 Temple Road", prepared by STA Engineering, Inc. and dated July 18, 2024, was received by this office on August 20, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

Location: North side of Temple Road, west of Sheep Hill Road
Site Acreage: 20.03 acres
Lots: 2 lots proposed
Proposed Land Use: Single Family Residential
Municipal Land Use Plan Designation: Rural-Low Density
UPI#: 17-3-170

PROPOSAL:

The applicant proposes the creation of two lots. The site, which currently has no water sewer facilities, is located in the North Coventry Township RR-2 Rural Residential zoning district. The plan does not show any proposed development.

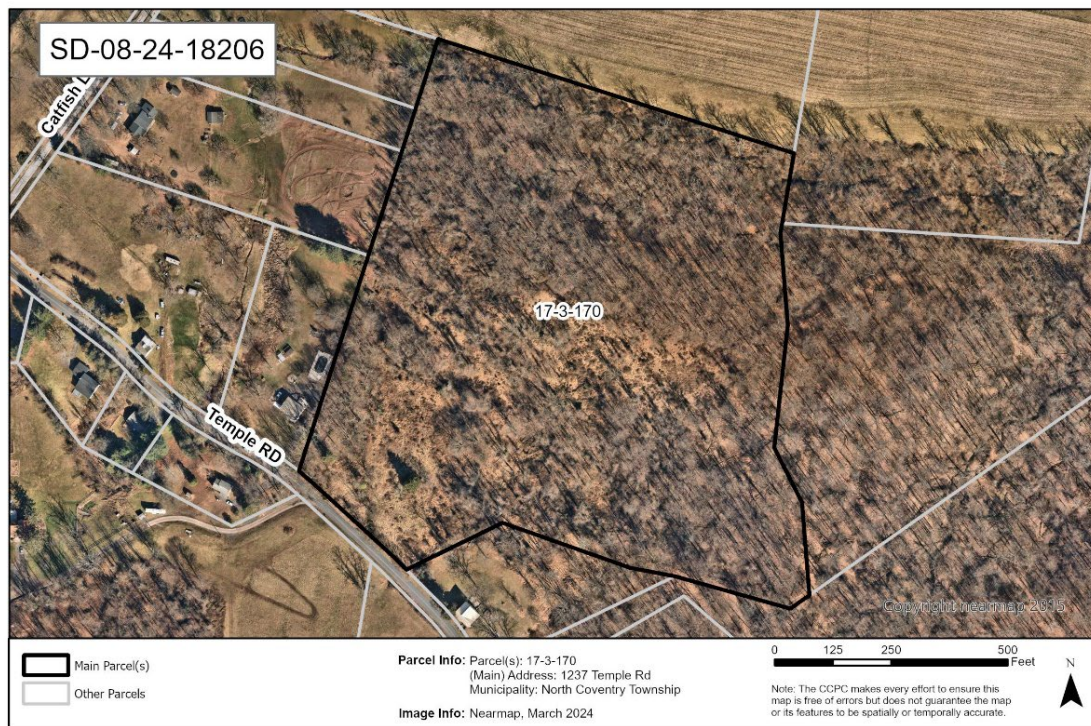
RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed and all North Coventry Township issues should be resolved before action is taken on this subdivision plan.

Page: 2
 Re: Preliminary/Final Subdivision - 1237 Temple Road
 # North Coventry Township - SD-08-24-18206

COUNTY POLICY:

LANDSCAPES:

1. The site is located within the **Rural Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. This landscape consists of open and wooded lands with scattered villages, farms and residential uses. The vision for the **Rural Landscape** is the preservation of significant areas of open space, critical natural areas, and cultural resources with a limited amount of context sensitive development permitted to accommodate residential and farm needs. The proposed subdivision is consistent with the objectives of the **Rural Landscape**.



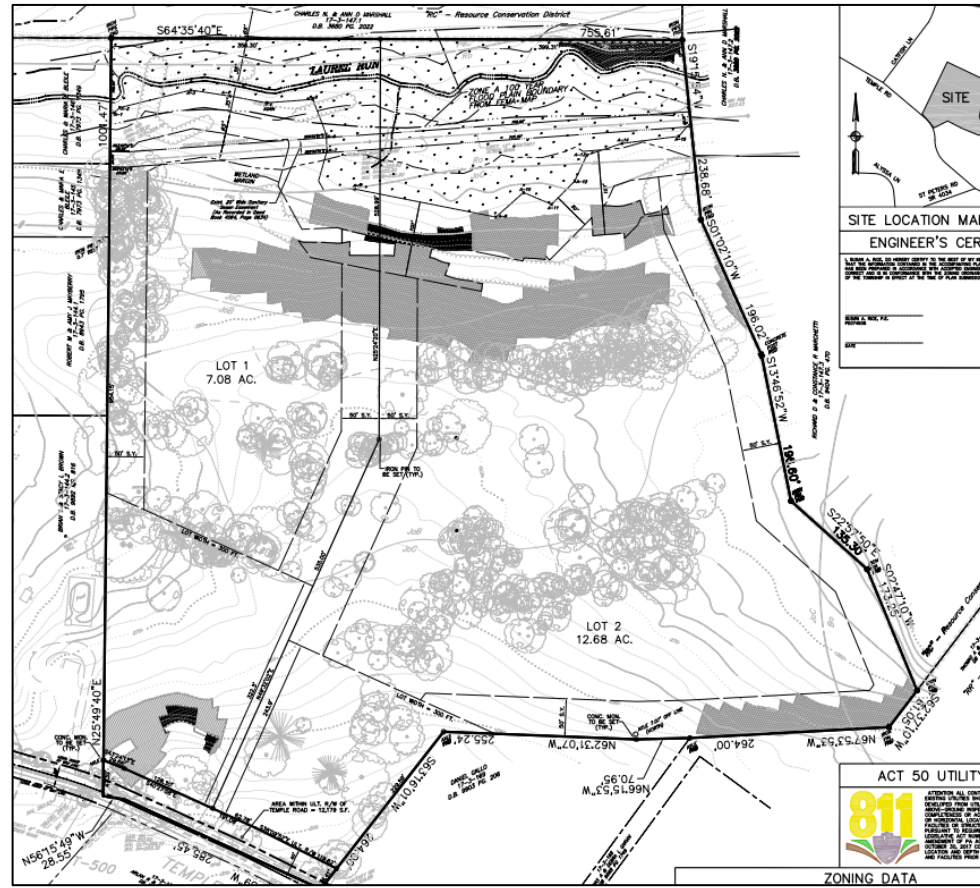
PRIMARY ISSUES:

2. While no development is proposed as part of the current plan submission, the following environmental issues should be addressed as part of any future development of this site:

Floodplain:

The site contains land within the 100-year floodplain. We note that the County Planning Commission does not support development in floodplains, and the Federal Emergency Management Agency and Pennsylvania Department of Environmental Protection regulate filling or development in floodplains. Development within a floodplain can increase the magnitude and frequency of normally minor floods, and present health and safety problems. The applicant should contact both of these agencies to determine if future development activity will require a permit. The Township should request documentation of these contacts or permit(s) before approving a future development plan.

Page: 3
 Re: Preliminary/Final Subdivision - 1237 Temple Road
 # North Coventry Township - SD-08-24-18206



*Detail of 1237 Temple Road
 Preliminary/Final Subdivision Plan*

Riparian Buffer:

The Township should confirm that any future development plan will comply with the Township's riparian buffer requirements. *Landscapes3* supports the comprehensive protection and restoration of the County's ecosystems, including riparian corridors ("Protect" Objective B, page 63).

Wetlands:

The site contains wetlands. Placement of fill in wetlands is regulated by the U.S. Army Corps of Engineers in accordance with Section 404 of the Clean Water Act (1977). The Pennsylvania Department of Environmental Protection regulates all activities that affect bodies of water, including wetlands, under Chapter 105 Rules and Regulations for the Bureau of Dams and Waterway Management. The applicant should contact both agencies to determine if future development activity will require a permit. The Township should request documentation of these contacts or permit(s) before approving a future development plan.

Steep Slopes:

The Township should verify that any future design of slopes on the site will be consistent with all ordinance requirements related to permitted grades, the design and specifications of retaining walls and slope stabilization. Areas of steep and moderate slopes should be protected from disturbance that may cause erosion and flooding, as well as negatively impact water quality, wildlife habitat, slope stability, and scenic views.

Page: 4
Re: Preliminary/Final Subdivision - 1237 Temple Road
North Coventry Township - SD-08-24-18206

Woodlands:

The plan indicates that a portion of the site is wooded. Mature trees and shrubs reduce the volume and impacts of stormwater runoff by intercepting precipitation, increasing evapotranspiration, and stabilizing soil through root growth. Any future removal of trees should be limited to the minimum area needed for the dwellings and support facilities. The “limits of disturbance” should be delineated to protect all trees that are intended to remain, and orange construction fencing should be placed at the “limit of disturbance” to prevent unintended intrusion into these areas by construction equipment. Additional native trees and shrubs should be incorporated into future landscaping plans to replace and mitigate the loss of removed trees.

3. A 20-foot wide sanitary sewer easement crosses the project site. The applicant should provide documentation that the owner of the easement is aware that a subdivision is proposed for the site and approves of its design as it relates to the easement.

ADMINISTRATIVE ISSUE:

4. A minimum of five copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, the Health Department, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of North Coventry Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Wes Bruckno, AICP
Senior Review Planner

cc: Laura Peak
STA Engineering, Inc.
Chester County Health Department



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 23, 2024

Linda Shank, Secretary
 Sadsbury Township
 2920 Lincoln Highway, PO Box 261
 Sadsburyville, PA 19369

Re: Minor Final Land Development - Emanuel B. Esh
 # Sadsbury Township - LD-08-24-18229

Dear Ms. Shank:

A final land development plan entitled "Emanuel B. Esh", prepared by Impact Engineering Group and dated August 28, 2024, was received by this office on August 28, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed and development plan for your consideration.

PROJECT SUMMARY:

Location:	East side of Compass Road, south of Beacon Light Road
Site Acreage:	11.29 acers
Lots:	2 lots
Proposed Land Use:	Single Family Residential
Municipal Land Use Plan Designation:	Rural
UPI#:	37-1-10

PROPOSAL:

The site contains a modular dwelling, four garages, two sheds and a parking area, is served by on-site water and sewer facilities and is located in the Sadsbury Township R-R Rural Residential zoning district.

General Note 9 on the plan indicates that the intent of plan is to show a theoretical subdivision of the property into two lots, allowing for a single family dwelling on each lot. No subdivision is proposed as part of this plan and the proposed lot lines are shown for reference only.

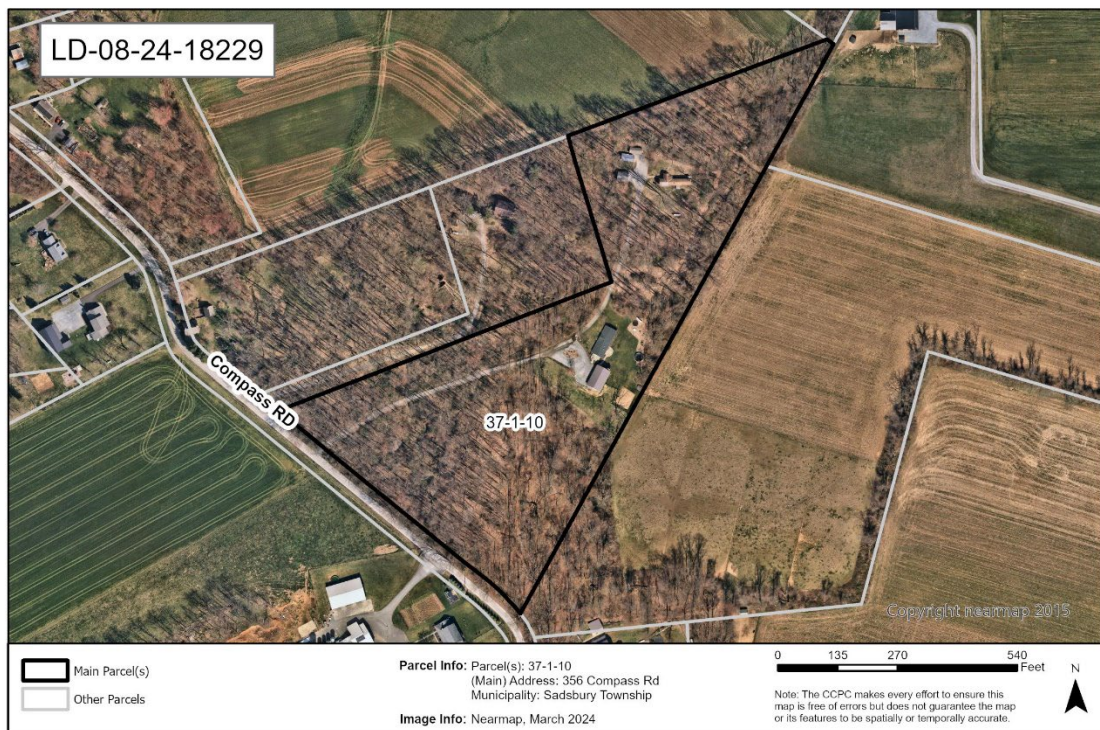
RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed all Sadsbury Township issues should be resolved before action is taken on this plan.

Page: 2
 Re: Minor Final Land Development - Emanuel B. Esh
 # Sadsbury Township - LD-08-24-18229

COUNTY POLICY:

LANDSCAPES:

- The site is located within the **Rural Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. This landscape consists of open and wooded lands with scattered villages, farms and residential uses. The vision for the **Rural Landscape** is the preservation of significant areas of open space, critical natural areas, and cultural resources with a limited amount of context sensitive development permitted to accommodate residential and farm needs. The proposal is consistent with the objectives of the **Rural Landscape**.

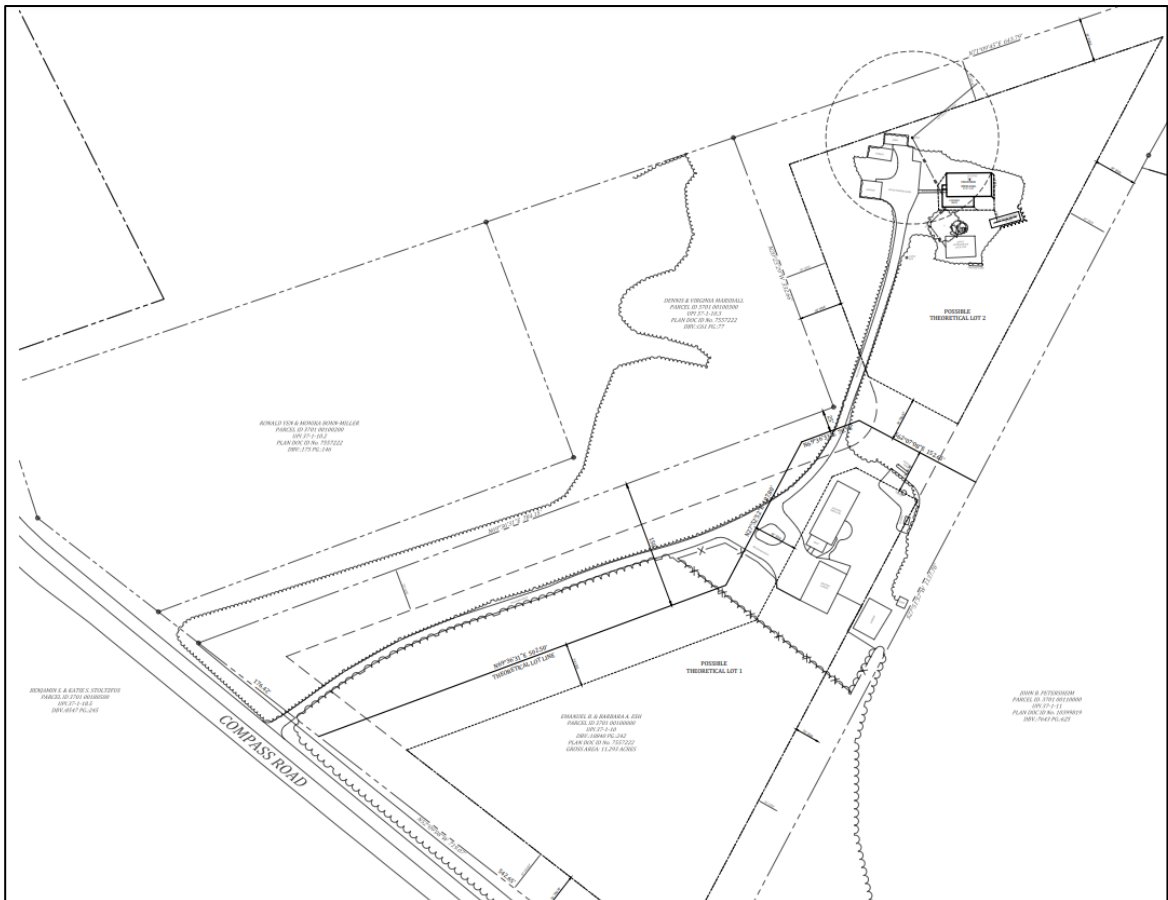


PRIMARY ISSUES:

- General Note 9 on the plan indicates that the intent of Plan Sheet 2 is to show a theoretical subdivision of the property. The applicant and the Township should clarify General Note 9 to specify that this is:
 - an unofficial submission and is not submitted under the provisions of Section 508 of the Pennsylvania Municipalities Planning Code, or;
 - an official submission that will require the Township to act upon it "...not later than 90 days following the date of the regular meeting of the governing body..." as required in MPC Section 508, or;
 - a request for a "preliminary opinion" from the zoning officer under the provisions of MPC Section 916.2.

Page: 3
 Re: Minor Final Land Development - Emanuel B. Esh
 # Sadsbury Township - LD-08-24-18229

3. The existing driveway on the site will apparently serve the existing dwelling on “Possible Theoretical Lot 1”, then cross over this Lot into “Possible Theoretical Lot 2”. Access easements for both lots will be necessary, and the deeds to the lots should affect the terms of the easements. The Township should determine if the easements should be shown on the plan, and whether variances will be necessary.



***Detail of Emanuel B. Esh
 Final Land Development***

4. The applicant should clarify the ultimate land uses and activities that will occur on the site.
5. The applicant should attempt to protect the trees on the site during future development. Mature trees and shrubs reduce the volume and impacts of stormwater runoff by intercepting precipitation, increasing evapotranspiration, and stabilizing soil through root growth. The removal of trees should be limited to the minimum area needed for the structures. The “limits of disturbance” should be delineated to protect all trees that are intended to remain, and orange construction fencing should be placed at the “limit of disturbance” to prevent unintended intrusion into these areas by construction equipment. Additional native trees and shrubs should be incorporated into the landscaping plans to replace and mitigate the loss of removed trees.

Page: 4
Re: Minor Final Land Development - Emanuel B. Esh
Sadsbury Township - LD-08-24-18229

ADMINISTRATIVE ISSUE:

6. A minimum of five copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, the Health Department, and Sadsbury Township.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of Sadsbury Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Wes Bruckno, AICP
Senior Review Planner

cc: Emanuel B. Esh & Barbara A. Esh
Impact Engineering Group
Chester County Health Department



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 19, 2024

Erin McPherson, Director of Planning and Zoning
 Tredyffrin Township
 1100 Duportail Road
 Berywn, PA 19312

Re: Preliminary Land Development – TE New Elementary School
 # Tredyffrin Township – LD-08-24-18209

Dear Ms. McPherson:

A Preliminary Land Development Plan entitled "TE New Elementary School", prepared by Pennoni Associates, Inc., and dated August 8, 2024, was received by this office on August 20, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed land development for your consideration.

PROJECT SUMMARY:

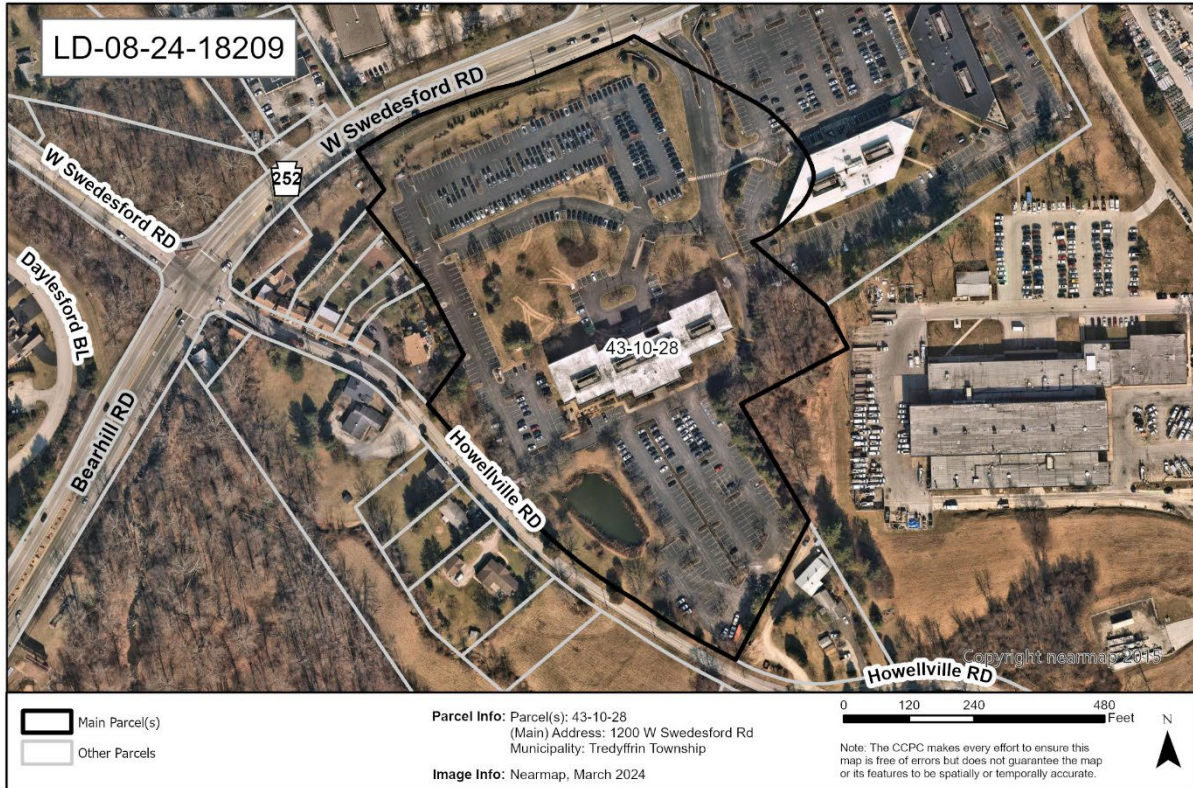
Location:	South side of West Swedesford Road, east side of Howellville Road
Site Acreage:	15.26
Lots/Units:	1
Non-Res. Square Footage:	10,475
Proposed Land Use:	Educational Facility
New Parking Spaces:	143
Municipal Land Use Plan Designation:	Chesterbrook Commercial
UPI#:	43-10-28

PROPOSAL:

The applicant proposes the conversion of an existing three-story office building into an elementary school. We note that the proposed improvements include the construction of a 10,475 square foot building addition for additional activity space for the school, additional sidewalks, a new parking area with a loading/unloading area on the west side of the building, and the installation of playgrounds and a multipurpose athletic field. The site plan indicates that 143 parking spaces will be provided. The project site, which will be served by public water and public sewer, is located in the O Office, C2 Commercial, and IO Institutional Overlay zoning districts. The Variances Granted table on Sheet 5 indicates that the Township Zoning Hearing Board granted four variances for this project on June 24, 2024.

RECOMMENDATION: The County Planning Commission recommends that the issues raised in this letter should be addressed, and all Township issues should be resolved before action is taken on this land development plan.

Page: 2
 Re: Preliminary Land Development - TE New Elementary School
 # Tredyffrin Township – LD-08-24-18209



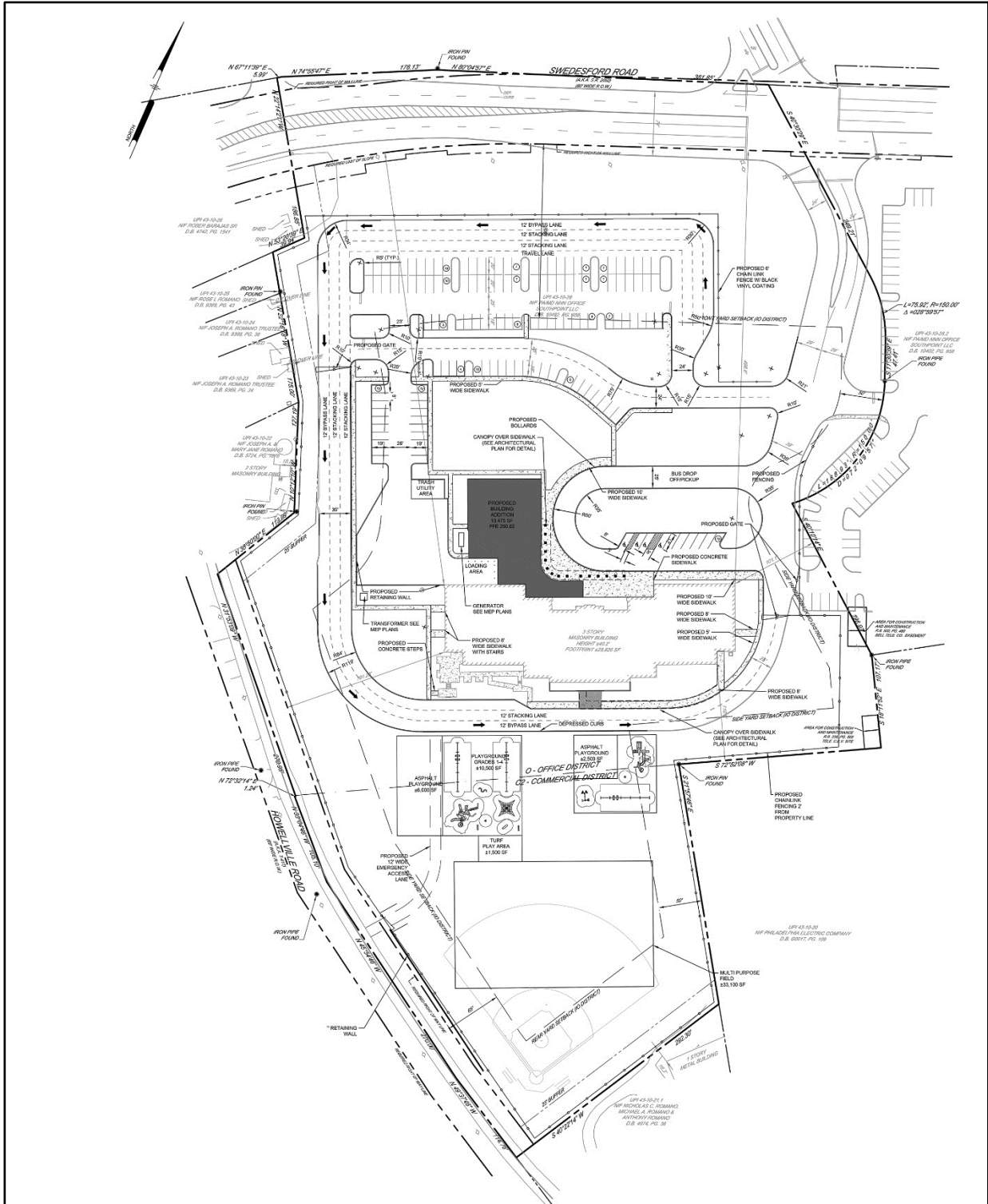
COUNTY POLICY:

LANDSCAPES:

1. The project site is located within the **Suburban Center Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Suburban Center Landscape** is regional economic, population and transportation centers with varying land uses, accommodating substantial future growth of medium to high intensity. Repurposing obsolete structures and sites and encouraging sustainable development will be critical as suburban centers grow, and transportation infrastructure and amenities will need to expand to create an integrated multimodal network. The proposed land development is consistent with the objectives of the **Suburban Center Landscape**.

WATERSHEDS 2045:

2. *Watersheds 2045*, the County-wide integrated water resources plan and Act 167 Stormwater Management Plan, indicates the proposed development is located within the Valley Creek watershed. The *Watersheds 2045* plan's highest priority objectives within this watershed are: reducing stormwater runoff and mitigating flooding; addressing water quality impairments and emerging contaminants; restoring riparian corridors and cold water fish habitat; and implementing source water protection measures for groundwater wells. *Watersheds 2045* can be accessed at www.chesco.org/watersheds2045.



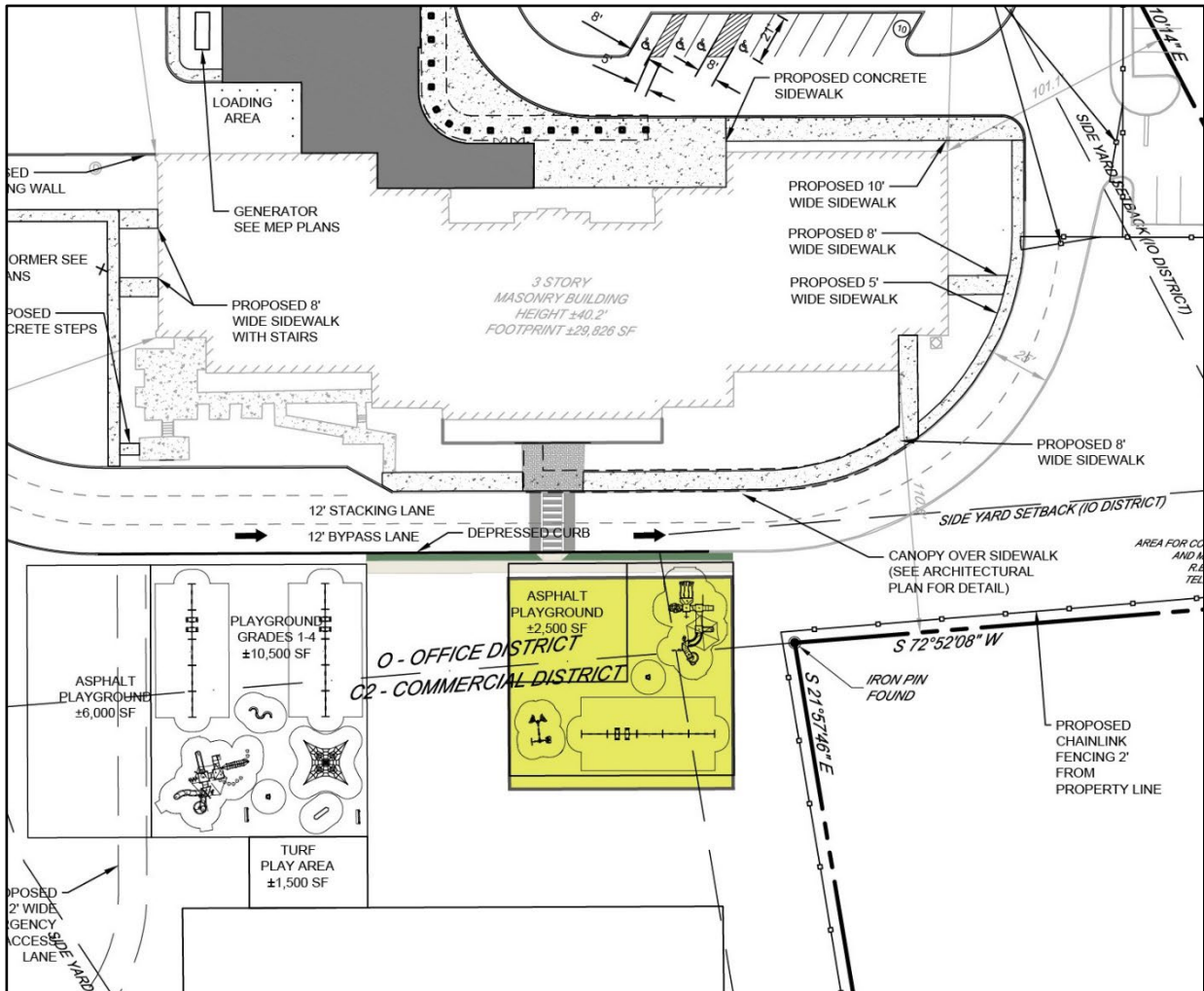
Site Plan Detail, Sheet 5: Preliminary Land Development - TE New Elementary School

Page: 4
Re: Preliminary Land Development - TE New Elementary School
Tredyffrin Township – LD-08-24-18209

PRIMARY ISSUES:

Access and Circulation:

- 3. The site plan indicates that a two/three lane driveway will be located between the school building and the playgrounds and athletic field on the southern portion of the site. The applicant should provide a crosswalk, signage, and other traffic calming measures, in order to permit safe pedestrian access from the school building to these outdoor facilities. We also recommend that, as shown in the concept plan detail provided below, the applicant consider moving one of the playgrounds southwards, in order to allow pedestrian access along the south side of the driveway at this location.



Concept Plan Detail, Crosswalk and Revised Playground Location

(Base drawing from Sheet 5 – Site Plan, prepared by Pennoni Associates, Inc., dated August 8, 2024)

Page: 5
Re: Preliminary Land Development - TE New Elementary School
Tredyffrin Township – LD-08-24-18209

4. The site plan depicts the location of a proposed twelve foot wide emergency access lane onto Howellville Road. We recommend the applicant and Township refer to the Emergency Access design element of the County Planning Commission's Multimodal Circulation Handbook (2016 Update) in its design of this emergency access connection. This design element is available online at: www.chesco.org/DocumentCenter/View/27034.
5. The Township's emergency service providers should be requested to review the plan to ensure that they can safely navigate the proposed development when completed.
6. While the application materials indicate that a traffic study is proposed to be completed as part of the land development process, a traffic study was not included with the plan submission to the County Planning Commission. We suggest that the Township's review of this plan submission would benefit from the preparation of a traffic impact study and a review of the potential impacts posed by this project. The site plan appears to indicate that vehicular access to this site is provided from a shared driveway entrance with an adjoining commercial office parcel to the east.

Design Issues:

7. The Township should verify that the design of the proposed outdoor lighting plan (Sheet 9) conforms to Township ordinance requirements. The illumination should be directed inward from the periphery of the site and be oriented to reduce glare and visual impact on the adjoining roadways and land uses.

Stormwater Management:

8. Land disturbance and land development activities that occur within the (East) Valley Creek watershed must comply with the applicable stormwater management ordinance standards as approved in the *Valley Creek Watershed Act 167 Stormwater Management Plan* (February 2011). The applicant should provide the Township the full Post-Construction Stormwater Management Report for their review, if they haven't already done so.
9. The applicant should ensure that inspection, operations, and maintenance of stormwater controls and BMPs are consistent with the requirements of Section 174-28 the Township's Code. Specifically, routine and emergency inspections and maintenance of all permanent stormwater management facilities should occur, "At a minimum all facilities will be inspected at least once per quarter of each year and after all rainstorms exceeding two inches per twenty-four-hour period."
10. To ensure that the stormwater management controls continue to function as designed, the applicant should include information on the frequency and proper inspection, operation, and maintenance of these systems in an Inspection, Operation and Maintenance Plan. Additionally, since the owner's designated operator and inspector of stormwater facilities is responsible for operation, maintenance, and inspection of these facilities, the applicant should ensure the designated operator/inspector is properly trained to inspect these facilities to reduce the potential for failure, and to address any issues with these facilities.

Page: 6
 Re: Preliminary Land Development - TE New Elementary School
 # Tredyffrin Township – LD-08-24-18209

11. Given the development of new driveways, parking lots, and sidewalk areas, the applicant should consider establishing a de-icing plan and material storage area that minimizes the volume of de-icing chemicals and pollutants that will directly infiltrate to the groundwater or runoff to local streams. Monitoring results throughout Chester County show rapid increases in baseline chloride concentrations and pronounced spikes in chloride levels are often observed after winter precipitation events. Reducing chloride runoff from all pavement sources as well as roads is increasingly needed to minimize impacts to water resources.
12. The project is located in an area designated by the PaDEP as a Special Protection Watershed. Chester County's High Quality and Exceptional Value Watersheds are especially sensitive to degradation and pollution that could result from development. Therefore, stricter DEP or municipal limitations to wastewater and stormwater discharges may apply in this watershed. A map of Special Protection Watersheds in Chester County, PA may be viewed here: www.chesco.org/DocumentCenter/View/17339.

Natural Features Protection:

13. The site is underlain by carbonate geology in which the presence or potential may exist for formation and/or expansion of solution channels, sinkholes, and other karst features. The applicant should ensure that an appropriate sinkhole prevention and mitigation plan is in place throughout construction to limit the risk of sinkhole formation. Mitigation measures could include the following:
 - a. Limiting surface water runoff into any areas shown to have an elevated risk of sinkhole formation;
 - b. Promptly backfilling any voids that are discovered;
 - c. Minimizing the extent of areas to be disturbed at any given time, and promptly stabilizing disturbed areas as soon as grading and construction activities are completed; and
 - d. Regularly inspecting the site to identify potential sinkholes early in their formation to limit risk to property and infrastructure.

ADMINISTRATIVE ISSUES:

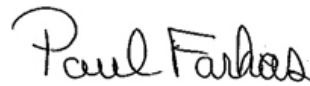
14. The site plan indicates that conditional use approval is required for this project, pertaining to an elementary school use in the IO Institutional Overlay zoning district. The final plan should accurately note the date and any conditions set as part of the conditional use approval, and the Township should verify that all applicable conditions of approval have been incorporated into the final plan.
15. The Township Fire Marshal should verify the design and location of all proposed fire-protection facilities.
16. For clarity purposes, the applicant should identify the total structural square footage of the proposed building on the site plan.
17. The applicant should contact the office of the Chester County Conservation District (telephone #610-455-1360) for information and clarification on erosion control measures. The provisions of the Commonwealth Erosion Control Regulations may apply to the project and may require an Earth Disturbance Permit or a National Pollutant Discharge Elimination System permit for discharge of stormwater from construction activities. Additional information on this topic is provided online at: <https://www.chesco.org/284/ErosionStormwater>.

Page: 7
Re: Preliminary Land Development - TE New Elementary School
Tredyffrin Township – LD-08-24-18209

18. A minimum of four (4) copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of Tredyffrin Township. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Paul Farkas
Senior Review Planner

cc: Tredyffrin Easttown School District
Pennoni Associates, Inc.
Chester County Conservation District
Chester County Water Resources Authority



THE COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O’Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 18, 2024

Sally Slook, Director of Building & Housing
West Chester Borough
401 E. Gay Street
West Chester, PA 19380

Re: Preliminary Subdivision - 211 Dean Street
West Chester Borough – SD-08-24-18216

Dear Ms. Slook:

A Preliminary Subdivision Plan entitled "211 Dean Street", prepared by Howell Engineering, and dated August 1, 2024, was received by this office on August 19, 2024. This plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

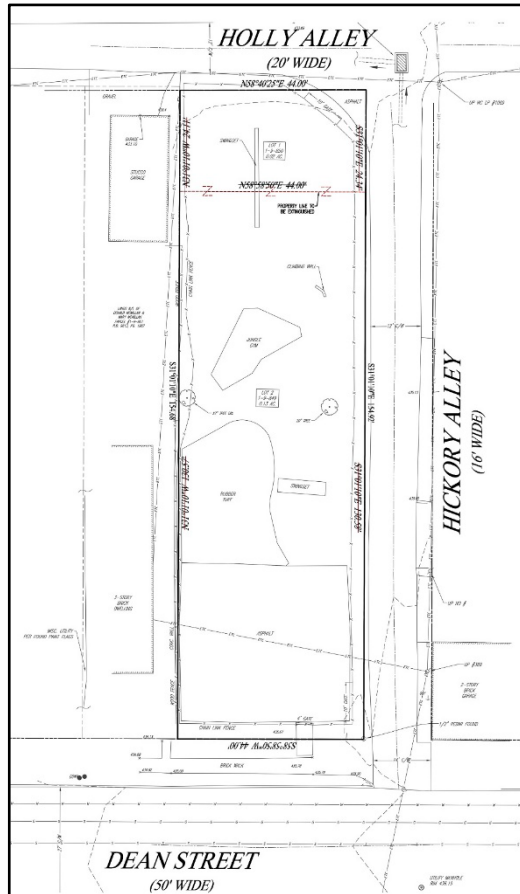
Location:	North side of Dean Street, west of South Darlington Street
Site Acreage:	0.15
Lots/Units:	2 existing lots; 1 proposed lot
Non-Res. Square Footage:	0
Proposed Land Use:	Residential
New Parking Spaces:	0
Municipal Land Use Plan Designation:	Medium Density Neighborhood Conservation
UPI#:	1-9-850, 1-9-849

PROPOSAL:

The applicant proposes the consolidation of two existing lots totaling 0.15 acres into one lot. No development activity is proposed as part of the current plan submission. The project site is located in the NC-2 Neighborhood Conservation zoning district.

RECOMMENDATION: The Chester County Planning Commission has no planning issues with this subdivision application. All Borough issues should be resolved before action is taken on this plan.

Page: 2
Re: Preliminary Subdivision - 211 Dean Street
West Chester Borough – SD-08-24-18216



Site Plan Detail: Preliminary Subdivision - 211 Dean Street

Page: 3
Re: Preliminary Subdivision - 211 Dean Street
West Chester Borough – SD-08-24-18216

COUNTY POLICY:

LANDSCAPES:

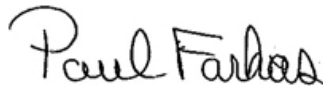
1. The project site is located within the **Urban Center Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. The vision for the **Urban Center Landscape** is historic downtown and established neighborhoods serving as civic, economic, and population centers with a traditional town character, accommodating substantial future growth at a medium to high intensity. The proposed subdivision is consistent with the objectives of the **Urban Center Landscape**.

ADMINISTRATIVE ISSUES:

2. A minimum of four (4) copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds, the Assessment Office, and the municipality.

This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of West Chester Borough. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

Sincerely,



Paul Farkas
Senior Review Planner

cc: Donald and Mary McMillan
Howell Engineering



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 23, 2024

Jim Wendelgass, Interim Manager
 West Vincent Township
 729 Saint Matthews Road
 Chester Springs, PA 19425

Re: Conditional Use - Preliminary Minor Subdivision Plan for 1414 Birchrun Road
 # West Vincent Township - CU-08-24-18219

Dear Mr. Wendelgass:

The Chester County Planning Commission has reviewed the Conditional Use - Preliminary Minor Subdivision Plan for 1414 Birchrun Road as submitted by West Vincent Township. The referral for review was received by this office on August 26, 2024. While we have no official review comments under the provisions of the Pennsylvania Municipalities Planning Code (MPC), we offer the following comments to assist in your review of the submission.

RECOMMENDATION: West Vincent Township should consider the comments in this letter before acting on the conditional use and subdivision plan application.

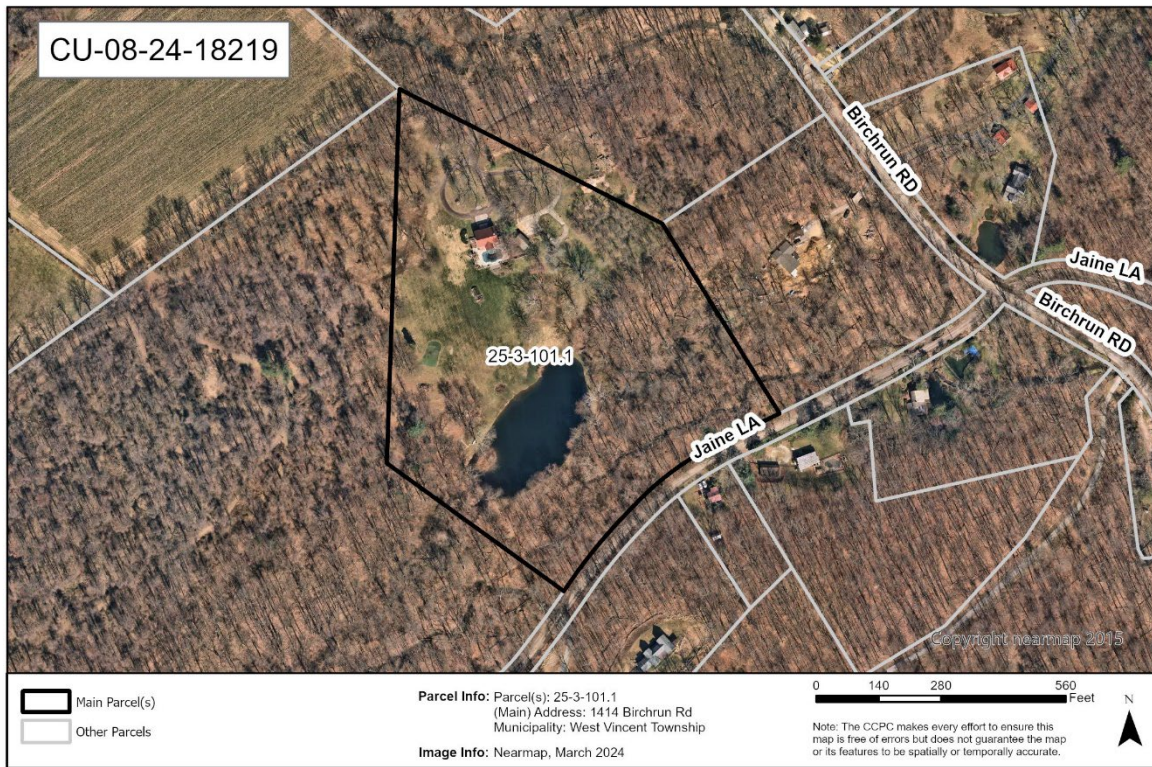
BACKGROUND:

1. The applicant has proposed a subdivision that will involve the combination of two adjoining lots into one lot and the construction of a dwelling and associated structures. On-lot water and sewer facilities are proposed. The subdivision will require a conditional use to allow the proposed disturbance of areas within the Precautionary Slope Area (15% to 25%) and the Prohibitive Slope Area (over 25%), as regulated by the Township Zoning Ordinance.

LANDSCAPES:

2. The site is located within the **Rural Landscape** designation of [Landscapes3](#), the 2018 County Comprehensive Plan. This landscape consists of open and wooded lands with scattered villages, farms and residential uses. The vision for the **Rural Landscape** is the preservation of significant areas of open space, critical natural areas, and cultural resources with a limited amount of context sensitive development permitted to accommodate residential and farm needs. The proposed subdivision will be consistent with the objectives of the **Rural Landscape** if provisions are employed to protect the site's sensitive natural features.

Page: 2
 Re: Conditional Use - Preliminary Minor Subdivision Plan for 1414 Birchrun Road
 # West Vincent Township - CU-08-24-18219



WATERSHEDS 2045:

3. *Watersheds 2045*, the County-wide integrated water resources plan and Act 167 Stormwater Management Plan, indicates the proposed development is located within the French Creek watershed. The *Watersheds 2045* plan's highest priority objectives within this watershed are:
- addressing causes of stream impairments;
 - maintaining water quality in high performing and critical habitat streams;
 - continuing land preservation efforts; and
 - restoring and enhancing vegetated riparian buffers and floodplains.

Watersheds 2045 can be accessed at www.chesco.org/watersheds2045.

PRIMARY ISSUES:

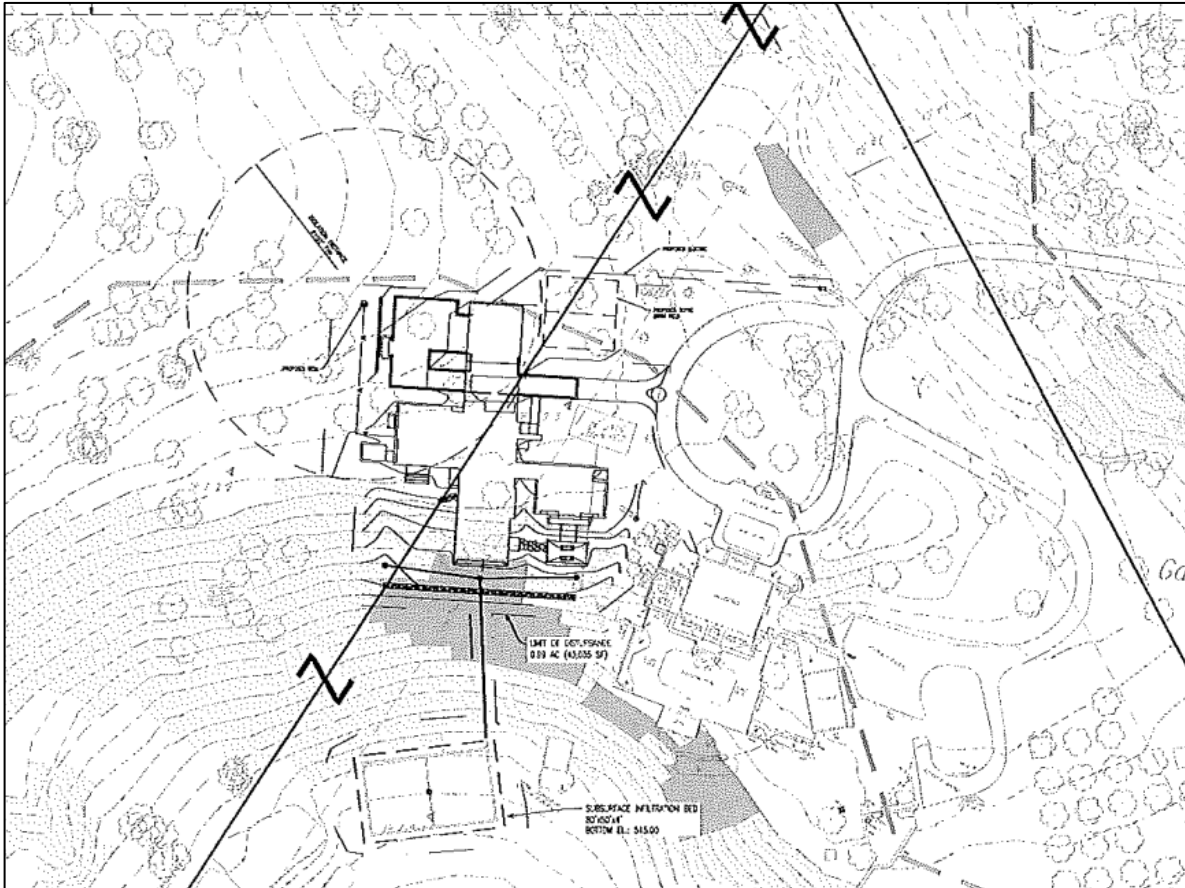
4. The applicant's conditional use submission references Section 390-219 (1)(a) and Sections 390-219 (2)(a) and (b). The Township's online Zoning Ordinance at: <https://ecode360.com/32400484#32400484> seems to suggest that the actual regulations that apply to this proposal are referenced in Section 390-23 **General Regulations**, Subsection 390-23A.(4) Sensitive area disturbance. The Township and the applicant may wish to clarify the Zoning Ordinance Sections that are the basis of the Conditional Use application.

We note that West Vincent Township's resource protection standards in its ordinances provide protections for steep slope areas (in Zoning Ordinance Sections 390-97 and 390-98) as well as woodlands. We encourage the Township and the applicant to work together to protect the Township's sensitive environmental resources as much as possible.

Page: 3

Re: Conditional Use - Preliminary Minor Subdivision Plan for 1414 Birchrun Road

West Vincent Township - CU-08-24-18219



Detail of the 1414 Birchrun Road Conditional Use - Preliminary Minor Subdivision Plan

5. It may be possible to avoid encroaching on a portion of the steep slope area to the south of the proposed dwelling if the dwelling could be moved northwards and the proposed infiltration bed could be moved farther south. An apparent retaining wall proposed in this area could also potentially be eliminated or constructed at a lower height. The Township Engineer should review this portion of the design.
6. The applicant should verify the future status of the existing structures on the site.

We appreciate the opportunity to comment on this proposal. Approval of this conditional use does not imply approval of the proposed subdivision/land development plan, nor release the requirement of the applicant to submit a subdivision/land development plan under other West Vincent Township ordinances and the Pennsylvania Municipalities Planning Code.

Sincerely,

Wes Bruckno

Wes Bruckno, AICP
Senior Review Planner

cc: Howell Engineering
1414 Birchrun LLC

Proposed Plan and Ordinance Reviews



ORDINANCE PROPOSALS

9/1/2024 to 9/30/2024

The staff reviewed proposals for:

	Total
Comprehensive Plans	1
Miscellaneous Ordinance (Misc.) Amendments	1
Subdivision and Land Development Ordinance (SLDO) Amendments	2
Zoning Ordinance Amendments	5
TOTAL REVIEWS	9

MUNICIPALITY	FILE NO.	REVIEW DATE	TOPIC	LANDSCAPES3 CONSISTENCY
Avondale Borough	ZA-09-24-18244	9/19/2024	Proposed - Zoning Ordinance Amendment definition of "Family" and provisions related to residential conversions	Consistent
East Marlborough Township	CP-08-24-18208	9/3/2024	Proposed - Comprehensive Plan Unionville Area Regional Comprehensive Plan Update 2024, prepared under the Chester County Vision Partnership Program (VPP).	Consistent
Highland Township	ZA-08-24-18215	9/12/2024	Proposed - Zoning Ordinance Amendment photovoltaic alternative energy regulations	Consistent
West Bradford Township	MA-08-24-18196	9/5/2024	Proposed - Misc Amendment Land Use Assumptions Report for Act 209 study	Consistent
West Bradford Township	SA-08-24-18222	9/23/2024	Proposed - SLDO Amendment Subdivision drawing submission requirements, water supply requirements, Lot Coverage and open space Revisions in the TND-1 District, Accessory Building setbacks	Consistent

MUNICIPALITY	FILE NO.	REVIEW DATE	TOPIC	LANDSCAPES3 CONSISTENCY
West Bradford Township	ZA-08-24-18225	9/23/2024	<p>Proposed - Zoning Ordinance Amendment</p> <p>Subdivision drawing submission requirements, water supply requirements, Lot Coverage and open space Revisions in the TND-1 District, Accessory Building setbacks</p>	Consistent
West Chester Borough	SA-08-24-18221	9/20/2024	<p>Proposed - SLDO Amendment</p> <p>The Borough proposes to add definitions for the terms "parking, guest/visitor," and "parking stacked" to Section 97-8 of the Borough SLDO, along with amending the stacked parking requirements in Section 97-28.B.5. The Commission reviewed an earlier version of this amendment on August 21, 2024 (CCPC# SA-07-24-18183).</p>	Consistent
West Chester Borough	ZA-08-24-18224	9/20/2024	<p>Proposed - Zoning Ordinance Amendment</p> <p>The Borough proposes to add definitions for the following terms to Section 112-202 of the Borough Zoning Ordinance: parking, guest/visitor; and parking stacked, along with amending the parking space requirements set forth in subsections A and B of Section 112-603. The Commission reviewed an earlier version of this amendment on August 21, 2024 (CCPC# ZA-07-24-18184).</p>	Consistent
West Goshen Township	ZA-08-24-18218	9/20/2024	<p>Proposed - Zoning Ordinance Amendment</p> <p>The Township proposes to amend the definition of fence in Section 84-8, amend the standards for fences set forth in Section 84-47.G, and amend the standards for walls set forth in Section 84-84-47.H. The County Planning Commission reviewed an earlier version of this amendment on August 23, 2024 (CCPC# ZA-08-24-18197).</p>	Not Relevant

TOTAL NUMBER OF ORDINANCE PROPOSALS WITH RELEVANCE TO LANDSCAPES3: 8
TOTAL NUMBER OF ORDINANCE PROPOSALS CONSISTENT WITH LANDSCAPES3: 8

Ordinance Review Letters



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 19, 2024

Sharon Norris, Secretary
 Avondale Borough
 110 Pomeroy Avenue, PO Box 247
 Avondale, PA 19311

Re: Zoning Ordinance Amendment – Added Definition of “Family” and Provisions Related to Residential Conversions
 # Avondale Borough - ZA-09-24-18244

Dear Ms. Norris:

The Chester County Planning Commission has reviewed the proposed Avondale Borough Zoning Ordinance amendment as submitted pursuant to the provisions of the Pennsylvania Municipalities Planning Code, Section 609(e). The referral for review was received by this office on September 10, 2024. We offer the following comments to assist in your review of the proposed Borough Zoning Ordinance amendment.

DESCRIPTION:

1. Avondale Borough proposes the following amendments to its Zoning Ordinance:
 - A. Include a definition for “family”, (the Borough’s Zoning Ordinance does not currently define “family), including allowing reasonable accommodations in accordance with the Federal Fair Housing Amendment Act to facilitate a group home;
 - B. Replace the definition of “residential conversion”;
 - C. Remove “residential conversions” as a conditional use in the R-1 Residential zoning district (“residential conversions” will apparently continue to be permitted by conditional use in the R-2 Residence District and in the Flexible Use District;
 - D. Amend the Supplemental Use Standards Section to remove the reference to “conversion of structures” and replace it with regulations for “residential conversions”, including regulations, and
 - E. Adds a provision to allow for reasonable accommodations to be made by the zoning officer regarding the issuance of permits for residential conversions.

BACKGROUND:

2. The Chester County Planning Commission received an earlier version of this submission on July 26, 2024, and our comments were forwarded to the Borough in a letter dated August 22, 2024 (refer to CCPC # ZA-07-24-18186). This current submission revises the definition of “Family” and adds a provision to allow for reasonable accommodations to be made by the zoning officer regarding residential conversion when issuing “...permits for construction and use which are in accordance with the requirements of this chapter including allowing for reasonable accommodations to be made in accordance with fair housing laws.” We have no further comments on this proposed amendment.

Page: 2
Re: Zoning Ordinance Amendment – Added definition of “Family” and Provisions Related to Residential Conversions
Avondale Borough - ZA-09-24-18244

RECOMMENDATION: Avondale Borough should act on the proposed zoning ordinance amendment according to the recommendations of the Borough Solicitor.

We request an official copy of the decision made by Avondale Borough Council, as required by Section 609(g) of the Pennsylvania Municipalities Planning Code. This will allow us to maintain a current file copy of your ordinance.

Sincerely,



Wes Bruckno, AICP
Senior Review Planner



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 12, 2024

Barbara Davis, Manager
 Highland Township
 100 Five Points Road
 Coatesville, PA 19320

Re: Zoning Ordinance Amendment – Solar Energy Systems
 # Highland Township - ZA-08-24-18215

Dear Ms. Davis:

The Chester County Planning Commission has reviewed the proposed Highland Township Zoning Ordinance Amendment as submitted pursuant to the provisions of the Pennsylvania Municipalities Planning Code, Section 609(e). The referral for review was received by this office on August 16, 2024. We offer the following comments to assist in your review of the proposed Zoning Ordinance Amendment.

DESCRIPTION:

1. Highland Township proposes the following amendments to its Zoning Ordinance:
 - A. Add definitions for “On Site Solar Generation Credit System (OSGC)” and “Off Site Solar Commercial Array (OFSC)”;
 - B. Add General Regulations for On Site Solar Generation Credit System (OSGC) in the Supplemental Land Use Regulations portion of the Zoning Ordinance, including minimum lot size (five acres), submission requirements, Operation and Maintenance, and Decommissioning;
 - C. Add “On site Solar Commercial Arrays (OSCA)” as a conditional use in the “RC” Rural Conservation District, and
 - D. Add “On site Solar Commercial Arrays (OSCA)” as a conditional use in the “IND” Industrial District.

COUNTY POLICY:

LANDSCAPES:

2. [Landscapes3](#), the 2018 Chester County Comprehensive Plan’s “How We Connect” Recommendation 9 is to “Support a resilient and clean energy network. Energy options, including renewable and clean energy, can be expanded by assisting municipalities”. This includes local actions to improve resiliency and redundancy through wider use of micro-grids and small scale energy generation. This amendment is consistent with the energy policies of the Chester County Comprehensive Plan.

The proposed amendment is also consistent with the Chester County Climate Action Plan’s **Objective E: Promote sustainable energy, energy efficiency, and communications**, at: <https://www.chescoplanning.org/Environmental/pdf/ClimateActionPlan.pdf>

Page: 2
 Re: Zoning Ordinance Amendment – Solar Energy Systems
 # Highland Township - ZA-08-24-18215

COMMENTS:

3. The term “credit” in the definition for “On Site Solar Generation Credit System (OSGC)” is not typically used in this context and may cause confusion. We recommend that “credit” be removed because the definition states that the primary intent of this system is to supplement electricity for the site.
4. The definition of “On Site Solar Generation Credit System (OSGC)” could be clarified to specify that this is to be considered a private system.
5. The definition of “Off Site Solar Commercial Array (OFSC)” mentions only ground-mounted devices. The Township should consider how and if it will permit and will regulate a roof-mounted system.
6. The definition of “On Site Solar Generation Credit System (OSGC)” permits them only as accessory uses to private uses. The Township should consider amending Section 602 Accessory Uses, Buildings, or Structures to reflect this provision.
7. Section 628 A.6. of the amendment regulates how impervious surfaces of photovoltaic panels will be calculated. Most zoning ordinances specify that impervious and/or lot coverage is calculated based on the horizontal projection of the panels, and not their surface area because they are typically mounted at an angle. Calculating impervious surfaces based on surface area could lead to a significant over-calculation of impervious areas and lot coverage.

Also, Highland Township adopted the County’s model stormwater management ordinance, which designates photovoltaic panels as pervious surfaces if the ground underneath is also pervious (i.e., vegetated). The model ordinance also provides that, for the purpose of determining compliance with the ordinance, the total horizontal projection area of all ground-mounted and free-standing solar collectors, including solar photovoltaic cells, panels and arrays, shall be preserved and/or restored underneath the solar voltaic cells, panels and arrays, and the area disturbed is planned as a vegetated pervious surface. The Township Engineer should verify that the proposed amendment is consistent with the Township’s stormwater management ordinance.

8. Section 629.6 of the amendment permits a single-family dwelling on the same lot with an “Off Site Solar Commercial Array”. This is atypical. There is some amount of noise generated by a large scale solar energy systems (such as a low-grade hum), and a single family dwelling amidst the panels might not be compatible unless separated by a significant distance.
9. Section 629.7.c. of the amendment limits an “Off Site Solar Commercial Array” to 15 feet in height. It may be preferable to require a certain amount of screening or screening performance standards, because screening can add significant costs to such arrays.
10. The Township could consider permitting “Off Site Solar Commercial Array” as a by-right use in the IND District, to encourage their use. Minimal provisions could be included, such as limiting the amount of prime agricultural land that will be consumed by the Array, and whether prime agricultural land soils can be returned to viable agricultural use after the “Off Site Solar Commercial Array” is decommissioned.
11. The decommissioning cost estimate regulations should include the salvage value into the calculation. This can mitigate the extent of the required financial security.

Page: 3
Re: Zoning Ordinance Amendment – Solar Energy Systems
Highland Township - ZA-08-24-18215

12. The Township should also review the Chester County Planning Commission’s Clean and Sustainable Energy webpage at: <https://www.chescoplanning.org/uandi/CleanEnergy.cfm>, as well as the Planning Commission’s Solar Energy Systems Zoning eTool for additional information, at: <https://www.chescoplanning.org/MuniCorner/eTools/82-SolarZoning.cfm>

The Township may also contact Rachael Griffith, Chester County Planning Commission Sustainability Director, (rgriffith@chesco.org) with additional questions on solar energy or other sustainability questions.

RECOMMENDATION: Highland Township should consider the comments in this letter before acting on the proposed zoning ordinance amendment.

We request an official copy of the decision made by the Highland Township Supervisors, as required by Section 609(g) of the Pennsylvania Municipalities Planning Code. This will allow us to maintain a current file copy of your ordinance.

Sincerely,



Wes Bruckno, AICP
Senior Review Planner

Cc: Rachael Griffith, Chester County Planning Commission Sustainability Director



THE COUNTY OF CHESTER



COMMISSIONERS

Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION

Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 3, 2024

Neil Lovekin
East Marlborough Township Manager
721 Unionville Road
Kennett Square, PA 19348

Re: Unionville Regional Comprehensive Plan
Act 247 and Vision Partnership Planning Grant – Combined Review
VPP Contract #21256 - Act 247 Reviews: CP-08-24-18208

Dear Mr. Lovekin:

The referral for review was received by this office on August 16, 2024. This letter serves as both the official Act 247 review pursuant to the provisions of Section 301.3 of Act 247 (Municipalities Planning Code), and the Vision Partnership Program (VPP) review required by Section 8.5 of the VPP Grant Manual (2021).

This review notes the project's consistency with *Landscapes3* and with the VPP Grant Contract (dated March 22, 2022) and Scope of Work. Kate Clark served as the VPP Grant Monitor for this project. **Consistency with *Landscapes3* and the VPP Grant Contract are required prior to grant reimbursement.**

DESCRIPTION:

The Unionville Region, consisting of East Marlborough, West Marlborough, and Newlin Townships has developed an updated Regional Comprehensive Plan that provides goals and recommendations to address the following:

- Open Space
- Historic Resources
- Guiding Growth
- Parks and Recreation
- Resiliency

For each planning priority, the plan provides a chapter containing key goals and policy recommendations. The recommendations are supported by an implementation table that provides a path to implementation with clear priorities, timelines, and identification of responsible parties. The overall plan is thorough and reflects the results of a public process.

CONSISTENCY WITH *LANDSCAPES3*:

Landscapes3, the Chester County Comprehensive Plan, was adopted in 2018, and designates

significant portions of the Unionville Region as within the Rural, Agricultural, and Suburban landscapes. There is also an area of Suburban Center landscape within the region, and significant area that is part of the Significant Historic Landscapes and Significant Natural Landscapes map overlays. The Future Land Use Map and the supporting implementation strategies for the region reflect and are consistent with the *Landscapes3* map. The plan's Open Space Chapter and Historic Resources Chapter are particularly supportive of the Natural Landscapes and Historic Landscapes map overlays.

The proposed Regional Comprehensive Plan is consistent with the policies of *Landscapes3*, and the draft policies of *Landscapes3*. Those policies include, but are not limited to:

- **Preserve Objective A:** Protect a significant portion of Chester County as preserved farms, open space, forests, public parks or nature preserves.
 - **Open Space Goal 1, Recommendation 2** – Work with local land trusts to coordinate with owners of larger undeveloped parcels to educate them on the benefits of open space and opportunities to protect their land.
 - **Open Space Goal 1, Recommendation 7** – Actively seek grant funds to leverage municipal funds for the acquisition of conservation interests.
 - **Open Space Goal 1, Recommendation 8** – Consider the creation of a Regional or municipal level Open Space Committee to help guide the future acquisition of conservation interests.
- **Protect Objective B:** Support comprehensive protection and restoration of the county's ecosystems including woodlands, wetlands, surface waters, riparian corridors, groundwater, floodplains, soil health, steep slopes, aquatic and wildlife habitats, and natural heritage areas.
 - **Open Space Goal 1, Recommendation 4** – Ensure each municipality's regulatory ordinances include stringent, up-to-date natural resource protection provisions, including limiting woodland removal, requiring the protection of specimen trees, that replacement of trees be required if more than a specified area or number of trees are removed, requiring the restoration of wooded riparian areas, and limiting development in highly sensitive areas such as steep slopes, surface waters, interior woodlands, wetland and riparian buffer areas, areas of core habitat, and floodplains.
 - **Open Space Goal 2, Recommendation 7** – Seek opportunities to promote exemplary examples of habitat restoration and stewardship, such as low-mow areas, the installation of rain gardens, reforestation and tree planting activities, the planting of native plants, and removal of invasive species on municipally held lands to educate and demonstrate to landowners the environmental and societal benefits of these activities.
 - **Resiliency Preparedness – Community Services and Municipal Operations – Recommendation 8** – General Recommendations – Amend municipal codes and ordinances to encourage renewable energy, energy-efficiency and green construction.
- **Appreciate Objective D:** Preserve the stories of our cultural heritage and connect them to our residents and our future.

- **Historic Resources Goal 2, Recommendation 2** – Explore the possibility of regional interpretation efforts, ranging from virtual interactive mapping tools through ArcGIS StoryMap to integrating historic interpretation within a connected network of open space preservation, parks, and recreation.
- **Historic Resources Goal 2, Recommendation 4** – Further develop offerings on the area’s existing historic-related websites and social media pages to provide greater access to local history, maps, and information, and use it as an outlet to garner support and interest from the public to learn about and protect community historic resources.
- **Historic Resources Goal 1, Recommendation 5** – Actively protect portions of the Brandywine Battlefield that have been identified through the county’s planning efforts.
- **Live Objective A:** Provide opportunities for a diverse housing mix that complements community character and contributes to vibrant, safe, and inclusive neighborhoods.
 - **Guiding Growth – Housing – Goal 1, Recommendation 2** – Evaluate Ordinances to better enable sustainable neighborhood design in order to provide: a variety of housing options; open space within communities for recreation, scenic views, and natural resource protection; and other appropriate uses,
 - **Guiding Growth – Housing – Goal 1, Recommendation 1** – Ensure the Zoning provisions promote a balance of housing forms and types in the Region in order to provide varied housing opportunities.
- **Prosper Objective D:** Encourage the agricultural industry so that its diverse business models and workforce can adapt and thrive, continuing as a vital component of county industry and land use.
 - **Guiding Growth Goal 1, Recommendation 1** – Support agriculture as a primary land use to ensure that it remains a viable commercial enterprise in the region.
 - **Economy Goal 1, Recommendation 1** – Support agriculture as a business that supports the economy of the Region.
 - **Guiding Growth Goal 1, Recommendation 3** – Continue to work with landowners and land conservancies to promote resource protection programs and the placement of agricultural and conservation easements that will protect farming as the principal land use in the Region.
- **Connect Objective C:** Provide universally accessible sidewalks, trails, and public transit connections to create a continuous active transportation network within designated growth areas and develop multi-use trails to interconnect all communities.
 - **Guiding Growth Goal 2, Recommendation 6** – Promote continued sidewalk and crosswalk linkages in the Baltimore Pike/Business Route Corridor, to improve pedestrian connectivity.

Page 4 of 4
 Unionville Regional Comprehensive Plan
 VPP Contract #21256 - Act 247 Review: CP-08-24-18208

- **Guiding Growth Goal 4, Recommendation 5** – Create land use policies that promote pedestrian friendly environments and utilize village planning principles for new developments when practical.
- **Parks and Recreation Goal 2, Recommendation 1** – Adopt or update municipal Official Maps to reflect the active transportation network goals of the community.

CONSISTENCY WITH VPP GRANT CONTRACT AND SCOPE OF WORK:

Except for items related to the public hearing and deliverables to the Township after its adoption, the plan is consistent with the VPP Grant Contract and has addressed the tasks listed in the Scope of Work (Appendix B, dated January 7, 2022).

OTHER COMMENTS:

While the following suggestions are not required to meet the scope of work or consistency with *Landscapes3*, their implementation would result in improved implementation.

1. As part of the overall document review, several non-substantive, suggested corrections were identified. These corrections can be found under a separate memorandum, attached to this letter.
2. To assist in the Plan's implementation, we recommend all members of the Board of Supervisors and Planning Commission be provided with copies of the plan after adoption.

RECOMMENDATION:

Based on our review, the proposed Regional Comprehensive Plan is consistent with *Landscapes3* and has fulfilled the VPP Grant Contract. We commend the Townships for working together to assess conditions, challenges, and opportunities on a joint basis. The Township may apply for reimbursement under Section 8.7 of the VPP Grant Manual (2021), following adoption.

Upon adoption, and as required by Section 608 of the Pennsylvania Municipalities Planning Code, we request a copy of the decision made by the Board of Supervisors.

Sincerely,



Kate Clark, AICP
 Senior Community Planner

CC: Elliot Blake – West Marlborough Township Secretary/Treasurer
 Gail Honeycutt Abel – Newlin Township Secretary/Treasurer
 Rob Daniels - Brandywine Conservancy



MEMORANDUM

From: Kate Clark, AICP – Chester County Planning Commission

Date: September 3, 2024

Re: Regional Comprehensive Plan Update – Non-substantive revisions

Below are suggested non-substantive revisions proposed for incorporation into the draft Regional Comprehensive Plan, resulting from the Act 247 review.

- P 8 – Under Existing Land Use, there is a typo in the third line: “Infomration”.
- P 13 – Readability of the Future Land Use map would be improved if land use category labels were added to the map in addition to the color symbology.
- P 19 – There are a few extra spaces between words in 1-1 (between the words Maps and to), 1-2 (between the words coordinate and with), 1-4 (between the words area and or), and in 2-1 (between the words term and stewardship).
- P 51 – Under “Goal 2, Recommendation 4”, the word “to” should be included after the word “outlet”.



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 5, 2024

Joseph Antonelli, Director of Planning and Zoning
 West Bradford Township
 1385 Campus Drive
 Downingtown, PA 19335

Re: Land Use Assumptions Report – 2024 Update
 # West Bradford Township - MA-08-24-18196

Dear Mr. Antonelli:

The Chester County Planning Commission has reviewed the 2024 update to the West Bradford Township Land Use Assumptions Report as submitted by West Bradford Township under the provisions of the Section 504-A.(c)(3) of the Pennsylvania Municipalities Planning Code. The referral for review was received by this office on August 6, 2024. We offer the following comments to assist in your review of the submission.

DESCRIPTION:

1. In 2001, West Bradford Township's Board of Supervisors adopted a Transportation Impact Fee Ordinance that was supported by a Land Use Assumptions Report, a Roadway Sufficiency Analysis, Capital Improvements Plan, and a Western Transportation Service Area was established. In 2013, updates to the Land Use Assumptions Report, Roadway Sufficiency Analysis, and Capital Improvements Plan were prepared, and an updated Transportation Impact Fee ordinance was adopted.

The current submission is an update to the 2013 Land Use Assumptions Report, which is being prepared to support updated Transportation Service Areas based on anticipated future development and the Township's land preservation efforts.

COMMENTS:

2. We recommend that the Township Engineer review and comment on the updated Land Use Assumptions Report. The Township Planning Commission should also comment on the Land Use Assumptions Report, unless the Township Planning Commission has been designated as the impact fee advisory committee under the provisions of Section 504-A.(b)(3) of the Pennsylvania Municipalities Planning Code. (Page 4 of the mentions a "TAC" but does not appear to elaborate in detail).
3. The Township should ensure that copies of the proposed Land Use Assumptions Report have been forwarded to all contiguous municipalities and to the Downingtown Area School District.

Page: 2
Re: Land Use Assumptions Report – 2024 Update
West Bradford Township - MA-08-24-18196

RECOMMENDATION: The County Planning Commission supports West Bradford Township’s planning to meet its future transportation infrastructure needs. The Township should consider the comments contained in this review prior to taking action on the Land Use Assumptions Report.

We request an official copy of the decision made by the West Bradford Township Board of Supervisors. This will allow us to maintain a current file copy of your ordinance.

Sincerely,

A handwritten signature in black ink that reads "Wes Bruckno". The signature is written in a cursive, slightly slanted style.

Wes Bruckno, AICP
Senior Review Planner



THE COUNTY OF CHESTER



COMMISSIONERS
 Josh Maxwell
 Marian D. Moskowitz
 Eric M. Roe

 Brian N. O'Leary, AICP
 Executive Director

PLANNING COMMISSION
 Government Services Center, Suite 270
 601 Westtown Road
 P. O. Box 2747
 West Chester, PA 19380-0990
 (610) 344-6285 Fax (610) 344-6515

September 23, 2024

Justin Yaich, Manager
 West Bradford Township
 1385 Campus Drive
 Downingtown, PA 19335

Re: Subdivision and Land Development Ordinance and Zoning Ordinance Amendments –
 Document Submission Requirements, Water Supply Requirements, Lot Coverage and Open
 Space in the TND-1 District, Accessory Building Setbacks
 # West Bradford Township - SA-08-24-18222, ZA-08-24-18225

Dear Mr. Yaich:

The Chester County Planning Commission has reviewed the proposed West Bradford Township Subdivision and Land Development Ordinance and Zoning Ordinance amendments as submitted pursuant to the provisions of the Pennsylvania Municipalities Planning Code, Sections 505(a) and 609(e). The referrals for review were received by this office on August 27, 2024. We offer the following comments to assist in your reviews of the proposed Township Subdivision and Land Development Ordinance and Township Zoning Ordinance amendments.

DESCRIPTION:

1. West Bradford Township proposes the following:

Subdivision and Land Development Ordinance amendments:

- A. Plan sheet sizes are to be submitted at "...30 inches by 42 inches (ARCH E1) if approved by the Township Engineer." instead of "...34 inches by 44 inches (or ANSI E)."
- B. Minimum water pressure and water volume requirements are revised for subdivisions and land developments served by public water;
- C. Minimum water pressures for commercial and industrial uses are revised; (the minimum water pressure and supply requirements for purposes of fire protection are linked to the Pennsylvania Uniform Construction Code).

Zoning Ordinance amendments:

- D. For residential developments in the Traditional Neighborhood Development-1 and Village Overlay District, the maximum impervious surface area of 70% is revised to apply to the maximum lot coverage of 70%;
- E. For commercial developments in the Traditional Neighborhood Development-1 and Village Overlay District, the maximum impervious surface area of 70% is revised to apply to the maximum lot coverage of 70%;

Page: 2
Re: Subdivision and Land Development Ordinance and Zoning Ordinance Amendment – Document Submission Requirements, Water Supply Requirements, Lot Coverage and Open Space in the TND-1 District, Accessory Building Setbacks
West Bradford Township - SA-08-24-18222, ZA-08-24-18225

- F. For “civic lands” in the Traditional Neighborhood Development-1 and Village Overlay District, Maximum impervious surface area of 70% is revised to apply to the maximum lot coverage of 70%;
- G. For “public land” in the Traditional Neighborhood Development-1 and Village Overlay District, the maximum impervious surface area of 70% is revised to apply to the maximum lot coverage of 70%;
- H. Minimum setbacks for accessory buildings or structures in the Accessory Use Regulations are revised to add “Unless otherwise provided in this chapter...”.

COMMENTS:

- 2. The water supply requirements for fire suppression purposes are revised from a minimum of 1000 gallons per minute, to not less than 500 gallons per minute at residual pressures of 20 pounds per square inch. The Township Building Inspector should verify that these requirements are consistent with the applicable provisions of the current Pennsylvania Uniform Construction Code.
- 3. The change from calculating bulk and lot using surface area to lot coverage is appropriate because “lot coverage” is defined in the Zoning Ordinance but “surface area” is not.
- 4. We have no comments on the remaining portions of the amendments.

RECOMMENDATION: West Bradford Township should consider the comments in this letter before acting on the proposed ordinance amendments.

We request an official copy of the decision made by the West Bradford Township Supervisors, as required by Sections 609(g) and 505(b) of the Pennsylvania Municipalities Planning Code. This will allow us to maintain a current file copy of your ordinances.

Sincerely,



Wes Bruckno, AICP
Senior Review Planner



THE COUNTY OF CHESTER



COMMISSIONERS

Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION

Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 20, 2024

Sally Slook, Director of Building & Housing
West Chester Borough
401 E. Gay Street
West Chester, PA 19380

Re: Subdivision and Land Development Ordinance and Zoning Ordinance Amendments - Parking Regulations and Requirements
West Chester Borough – SA-08-24-18221 and ZA-08-24-18224

Dear Ms. Slook:

The Chester County Planning Commission has reviewed the proposed Subdivision and Land Development Ordinance (SLDO) and Zoning Ordinance Amendments as submitted pursuant to the provisions of the Pennsylvania Municipalities Planning Code, Sections 505(a) and 609(e), respectively. The referral for review was received by this office on August 27, 2024. We offer the following comments to assist in your review of the proposed amendments.

DESCRIPTION:

1. The Borough proposes the following amendments to the Borough Code:
 - A. Add definitions for the following terms to Section 97-8 of the Borough SLDO, and Section 112-202 of the Borough Zoning Ordinance: parking, guest/visitor; and parking stacked;
 - B. Amend the stacked parking requirements in Section 97-28.B(5) of the Borough SLDO; and
 - C. Amend the parking space requirements set forth in subsections A and B of Section 112-603 of the Borough Zoning Ordinance.

COMMENTS:

2. The County Planning Commission reviewed an earlier version of this amendment on August 21, 2024 (CCPC# SA-07-24-18183 and ZA-07-24-18184). We acknowledge that our comment in our previous review letter, pertaining to the use of the term “single-family dwellings” in Section 112-603.B(1), has been addressed by the Borough. We have no additional comments on the proposed ordinance language.

RECOMMENDATION: The County Planning Commission supports the adoption of the proposed amendments.

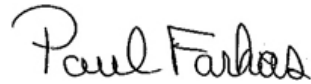
Page: 2

Re: Subdivision and Land Development Ordinance and Zoning Ordinance Amendments - Parking Regulations and Requirements

West Chester Borough – SA-08-24-18221 and ZA-08-24-18224

We request an official copy of the decision made by Borough Council, as required by Sections 505(b) and 609(g) of the Pennsylvania Municipalities Planning Code. This will allow us to maintain a current file copy of your ordinance.

Sincerely,

A handwritten signature in black ink that reads "Paul Farkas". The signature is written in a cursive, slightly slanted style.

Paul Farkas
Senior Review Planner



THE COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Brian N. O’Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

September 20, 2024

Christopher Bashore, Manager
West Goshen Township
1025 Paoli Pike
West Chester, PA 19380

Re: Zoning Ordinance Amendment – Fences and Walls
West Goshen Township – ZA-08-24-18218

Dear Mr. Bashore:

The Chester County Planning Commission has reviewed the proposed Zoning Ordinance Amendment as submitted pursuant to the provisions of the Pennsylvania Municipalities Planning Code, Section 609(e). The referral for review was received by this office on August 26, 2024. We offer the following comments to assist in your review of the proposed amendment.

DESCRIPTION:

1. The Township proposes the following amendments to its Zoning Ordinance:
 - A. Amend the definition of fence in Section 84-8;
 - B. Amend the standards for fences set forth in Section 84-47.G; and
 - C. Amend the standards for walls set forth in Section 84-47.H.

COMMENTS:

2. The County Planning Commission reviewed an earlier version of this amendment on August 23, 2024 (CCPC# ZA-08-24-18197). The changes in the latest version of this amendment, which are minor in nature, appear to be appropriate.

RECOMMENDATION: The County Planning Commission supports the adoption of the proposed zoning ordinance amendment.

We request an official copy of the decision made by the Township Supervisors, as required by Section 609(g) of the Pennsylvania Municipalities Planning Code. This will allow us to maintain a current file copy of your ordinance.

Sincerely,

Paul Farkas
Senior Review Planner

Community Planning Month Proclamation

Proclamation

WHEREAS: Economic, environmental, and demographic change is constant and affects all municipalities in Chester County; and

WHEREAS: Effective planning helps municipalities manage the impacts of this change and prepare for the future; and

WHEREAS: Community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS: Chester County has adopted a comprehensive plan, *Landscape3*, renewing a vision and strategy for balancing growth and preservation; and

WHEREAS: The County and its municipal partners have effectively implemented *Landscape3* since its adoption on November 29, 2018, resulting in more preserved open space, expanded environmental protection, improved heritage tourism, additional affordable housing, new economic development, and more transportation choices; and

WHEREAS: The celebration of National Community Planning Month provides the opportunity to publicly recognize the dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of Chester County.

NOW, THEREFORE, be it resolved that the Chester County Planning Commission Board hereby proclaims October 2024 as

Community Planning Month

recognizing the many valuable contributions made by professional and volunteer community planners in Chester County.

CHESTER COUNTY PLANNING COMMISSION BOARD

Chairman, Michael Heaberg

Vice-Chairman, Nathan Cline

PRO Housing Grant Application

CHESTER COUNTY PRO HOUSING APPLICATION FOR FUNDING

The Chester County Planning Commission (CCPC) [has announced an intent to apply](#) for the U.S. Department of Housing and Urban Development (HUD) [Pathways to Removing Obstacles \(PRO\) Housing grant](#). The grant provides funding for projects that remove barriers to affordable housing development (such as zoning restrictions, community opposition, regulatory barriers, or lack of infrastructure), and/or work to preserve existing affordable housing.

CCPC is requesting funding for four initiatives:

1. The creation of a Chester County Land Bank
2. Hosting 15 municipal housing workshops
3. Creation of a supplemental grant program to the county's existing Vision Partnership Program (VPP).
4. Marketing and outreach initiatives including a marketing campaign, landlord outreach, and advocacy group support.

The draft application is available for public comment from September 26th, 2024 through October 10th, 2024. Interested parties are invited to make comments directly to CCPC or at the Chester County Planning Commission Board Meeting to be held on Wednesday, October 9th, 2024. Spanish assistance is available.

2024 CHESTER COUNTY PRO HOUSING GRANT APPLICATION EXECUTIVE SUMMARY

The Chester County Planning Commission (CCPC), supported by the Chester County Department of Community Development (CCDCD) is requesting funds to further address barriers to affordable housing in Chester County, Pennsylvania, and its 73 municipalities. CCPC is requesting funding for four initiatives:

- 1) The creation of a Chester County Land Bank to remove barriers of high land cost, lack of centralized housing organization, and lack of municipal staffing capacity.
- 2) Hosting 15 municipal housing workshops to promote best practices in removing zoning and regulatory barriers to affordable housing and address resident opposition and discriminatory practices.
- 3) Creation of a supplemental grant program to the county's existing Vision Partnership Program (VPP). VPP is an existing cash grant program administered by CCPC, which provides funding to municipalities and municipal groups to hire consultants to complete planning efforts to further the goals of Landscape3, the County's Comprehensive Plan. The supplemental housing grant program would expand VPP to include planning or implementation of housing efforts to remove barriers to affordable housing, focusing on removing barriers of restrictive zoning and overly burdensome regulations and processes, however, projects that address other barriers would be eligible to receive funding.
- 4) A marketing campaign to address resident concerns and discriminatory practices.

Do you have acute need for affordable housing? What are your remaining affordable housing needs and how do you know?

Chester County is identified as a Priority Geography in the PRO Housing materials provided by HUD. The County was identified as having a Housing Affordability Factor of 1.46, the second highest in the Commonwealth of Pennsylvania, which was identified as having a Housing Affordability Factor threshold of 1.29. As defined in the materials provided by HUD, the higher HAF means the county has insufficient affordable housing, measured as number of households at 80% HAMFI divided by number of affordable and available units for households at 80% HAMFI.

Through this analysis and input, the Chester County Planning Commission has confirmed that the county has insufficient affordable housing and identified an acute need to address housing unaffordability within the county. Additionally, CCPC believes that the true need for affordable housing in the county is higher than what the HAF indicates.

What key barriers still exist and need to be addressed to produce and preserve more affordable housing?

CCPC has identified the following principal barriers to increasing the housing supply and decreasing barriers to affordability:

- Restrictive zoning
- Overly burdensome regulations and processes
- High land costs
- Resident opposition
- Lack of municipal staffing capacity
- Lack of infrastructure
- Lack of a centralized housing organization
- Discriminatory practices

What is your vision?

Chester County is proposing the following four initiatives to address housing barriers in the county:

Initiative 1: Creation of Land Bank

As a result of PRO Housing funding, this initiative would have the following outcomes:

- Creation of (1) land bank
- Initiation of (1) demolition fund
- Creation of (100) new affordable housing units

CCPC proposes the creation of the Chester County Land Bank to acquire and distribute land at decreased costs for the creation of affordable housing construction (for households earning up to 100% AMI). The Land Bank would be instrumental in the county's approach to removing the barrier of high land costs. The Land Bank would provide the county with a tool to acquire low-cost land, which it currently does not have. The Land Bank would also serve as a centralized location for land acquisition for affordable housing.

Pennsylvania governs land banks through Act 153 of 2012, which grants governing bodies the ability to obtain a land bank designation. Either an existing redevelopment authority or a new organization can manage a land bank. Land banks primarily acquire land through tax sales but can also obtain land through other mechanisms such as donation or purchase on the open market. In Pennsylvania there are two forms of tax sales; upset tax sales, where the property is obtained with remaining tax obligations, and judicial tax sales, where the property is obtained free and clear. Land banks in Pennsylvania can have first bid on upset tax sales and can clear tax obligations on the properties. Land banks can also obtain land on the open market, donation, or by other methods. The Chester County Land Bank would utilize these means of acquiring properties, especially tax sales, to purchase then donate or sell land to non-profit developers, or other developers upon land bank board approval, at low costs to develop affordable housing for households earning up to 100% AMI. Land banks in Pennsylvania are required to put in procedures to minimize displacement and keep current residents in housing obtained through the land bank.

CCPC will staff the land bank. As the county does not have a currently active redevelopment authority, a separate board of directors will be created for the Land Bank.

Staff and the Board will create bylaws, a budget, policies, and procedures. Land Bank staff will create agreements with:

- The Chester County Tax Clam Bureau to allow for the purchase of properties from tax sales.
- Municipalities to allow tax recapture by the Land Bank.
- Developers for the disposition of land from the Land Bank.

Under Act 152 – 2016 County Demolition Fund, the county could pass an ordinance to collect fees up to \$15 for each deed and mortgage recorded in the county. This collected funding would then be used by the Land Bank to demolish and clear blighted buildings as required to enable redevelopment. CCPC is requesting funding from the PRO Housing grant to initiate the demolition fund. This fund would be utilized to clear properties obtained through the Chester County Land Bank and prepare them for affordable housing development.

The Land Bank would prioritize obtaining blighted properties, brownfield sites, sites in housing need areas or areas of employment, sites with opportunities for infill development, publicly owned land, larger parcels, and with zoning to maximize housing creation. CCPC will work with municipalities to update zoning to encourage increased affordable housing production on sites targeted for acquisition.

The Land Bank will distribute land at no to low cost to affordable housing developers for the creation of affordable housing. Developed housing could include new construction, rehabilitation of existing housing, or conversion of non-residential into residential units. Final housing could be either rental or for-sale housing. All local rules and ordinances would need to be followed during development. There will be no minimum or maximum unit requirements to receive land through the Chester County Land Bank; however proposals that maximize the number of quality new units will be prioritized. Additional land disposition policies and procedures will be developed by the Land Bank Board.

The Land Bank would create a developer mailing list and public newsletter to include potentially available properties becoming available through tax sale, donation, or purchase. Through the acquisition and disposition of property, CCPC aims to create a minimum of 20 new units annually after the year of creation, for a minimum total of 100 new units over the six-year grant period. The Chester County Land Bank Board will create policies in the case that more than one developer expresses interest in a property.

To be eligible to receive or purchase land through the Land Bank, developers would first need to apply to be an approved Land Bank developer. Developers who fail to comply with the criteria would be removed from the approved developer list, and the Land Bank would retain options of re-acquiring all properties the developer previously had obtained through the Land Bank. Full land distribution policies will be developed by the Land Bank Board upon appointment and will include mechanisms for land distribution in the case of multiple developer interest.

Initiative 2: Municipal Planning Workshops

As a result of PRO Housing funding, this initiative would have the following outcomes:

- Hosting of (15) housing workshops, with a total attendance of (40) municipalities.
- Zoning analysis and personalized housing strategies for (40) municipalities.

- Minor zoning revisions for (15) municipalities to remove barriers to affordable housing.
- Participation in (6) Vision Partnership Supplemental Housing Planning grants and (15) Vision Partnership Program Supplemental Housing Implementation grants.
- Increased landlord acceptance of voucher programs.

In 2023 CCPC completed the Starter Home Pilot initiative, a program that worked with municipalities to identify zoning changes to encourage the development of affordable housing. The initial program had six municipal participants and resulted in one minor zoning update, and a full zoning update incorporating the recommended changes. Based on the success of this program, CCPC proposes leading a series of housing workshops to jumpstart and supplement municipal housing initiatives. Like the Starter Home Pilot initiative, CCPC would provide personalized zoning recommendations to remove zoning barriers to affordable housing to all participating municipalities. Through the housing workshops, the county will expand the reach and impact of the work initiated in the Starter Home Pilot. The initial Starter Home Pilot worked with six municipalities over the course of a year. Through PRO Housing Grant funding, CCPC could expand these efforts to up to 20 municipalities per year.

The workshops will provide municipalities with best practices to remove barriers to housing including but not limited to upzoning, inclusionary density bonuses, Missing Middle Housing, creating pre-approved smaller housing types, removing excess regulatory barriers, deed restrictions, Community Housing Land Trusts, regulating required land by the size of building the and not unit, the inclusion of triplexes and quadplexes as new uses, minimizing parking requirements, applying short-term-housing regulations uniformly, allowing for residential conversions, implementing form-based codes, allowing accessory dwelling units, decreasing required acreage, and allowing diverse housing forms by-right.

CCPC proposes hosting four workshops per year, each with a maximum capacity of ten municipalities. Over the course of six years, CCPC aims to reach 40 municipalities. To further encourage workshop attendance, municipalities would be required to attend or be registered to attend a workshop, or have previously participated in the Starter Home initiative, to obtain funding through Initiative 3 (see below) and would be guaranteed no-cost minor zoning writing assistance after attending. The minor zoning work could include but is not limited to model ordinances or site-specific zoning updates – both for the purposes of removing barriers to affordable housing by increasing density.

The four annual workshops will be hosted different regions of the county to ensure accessibility to the workshops for rural municipalities. Through PRO Housing Grant funding, CCPC will hire a planner or consultant to conduct and provide participating municipalities with zoning analyses following the Starter Home format completed by CCPC in 2023. While the workshops will be free for municipalities to attend, they will be required to provide CCPC with specifically requested information on their current housing needs and efforts prior to attending.

After presentations, municipalities will meet individually with planners, DCD staff, a Fair Housing organization, an organization working on addressing resident concerns, and additional housing organizations to be determined at the 2024 housing organization convening. During these meetings, staff and partner organizations will collaborate with each municipality to create suggestions targeted to their individual municipality needs. CCPC will host a training for all organizations prior to the first workshop. Partner organizations will be hired as consultants.

To further implement the strategies presented and created during one-on-one meetings, CCPC proposes Initiative 3: Municipal Planning and Implementation Pilot Grants (see below).

Initiative 3: Municipal Planning and Implementation Grants

As a result of PRO Housing funding, this initiative would have the following outcomes:

- Administration of (6) VPP Supplemental Housing Planning grants resulting in major zoning updates, housing plans, and housing preservation plans.
- Administration of (12) VPP Supplemental Housing Implementation grants for projects including the construction of new affordable housing, and planning studies.
- One new annual future VPP grant application for housing.

Through PRO Housing Grant funding, the county will expand the existing Vision Partnership Program to include funding earmarked specifically for housing projects. HUD PRO Housing Grant funding will enable CCPC to lower the required municipal match to encourage municipal participation.

The county plans to implement pilot projects to reduce zoning barriers across the county. The completed planning and implementation projects would then serve as demonstration projects for future municipal VPP grants.

To be eligible for funding, municipalities will first participate in or register for an Initiative 2: Housing Workshop. Projects will be required to demonstrate consistency with the strategies developed during housing workshop one-on-one meetings. CCPC will offer continued support to implement the developed strategies.

The housing-specific VPP grants will broaden eligible expenses. The large-scale grants will provide municipalities with up to \$90,000 with a 10% municipal match in funding for eligible projects including:

- Creation of affordable housing plans.
- Updating zoning to allow for increases in housing density through approaches including but not limited to upzoning, inclusionary density bonuses, the inclusion of triplexes and quadplexes as new uses, minimizing parking requirements, applying short-term-housing regulations uniformly, allowing for residential conversions, implementing form-based codes, allowing accessory dwelling units, decreasing required acreage, and allowing diverse housing forms by-right.
- Updating processes or regulations to remove barriers to affordable housing.
- Planning for the preservation of affordable housing supply through mechanisms including but not limited to deed restrictions and Community Housing Land Trusts.

The smaller-scale grants will provide municipalities with up to \$14,000 with a 10% match to implement short-term planning and other housing efforts to remove barriers and preserve existing affordable housing including:

- All projects eligible under the large-scale planning grants.
- Outreach for affordable housing initiatives such as acceptance of vouchers.
- Implementation of pro-housing marketing and outreach to address resident concerns.
- Municipal housing studies.

- Completing infrastructure improvements to facilitate affordable housing.
- And other housing projects upon review.

CCPC would utilize the current framework utilized for administering VPP grants. Grantees would need to execute a Scope of Work. CCPC would not provide planning or implementation work for the grants. Current CCPC VPP planning grants provide funding to municipalities to contract with consultants or planning agencies. Each grant is assigned a CCPC staff monitor to ensure the program remains consistent with the drafted scope of work.

Initiative 4: Creation of A+ Homes Marketing and Education Campaign

As a result of PRO Housing funding, this initiative would have the following outcomes:

- Increased local support for housing as measured by marketing campaign engagement
- Outreach to (150) landlords on vouchers.
- Outreach to (73) municipalities.

The A+ Homes program, an initiative of CCPC, was created to generate language, tools, and information to help minimize resident opposition to affordable housing. The program has seen success as new housing partnerships have emerged including with the Economic Development Council, the Chamber of Commerce, and municipal officials and staff. The program has focused on advocating for housing to organizations and municipalities. CCPC proposes building on the A+ homes program to increase advocacy directly to residents, landlords, and employers.

CCPC has collected and analyzed data demonstrating the need and community benefits of housing. CCPC proposes hiring a consultant to develop a marketing campaign to promote housing diversity in the county. In partnership with these efforts, CCPC will increase outreach and marketing to landlords to increase housing opportunities. CCPC will also complete an employer housing needs study to identify areas for employer supported housing.

What are your budget and timeline proposals?

Initiative 1: Creation of Land Bank	
Identify and elect Land Bank Board of directors	2025 Q1-2025 Q2
Draft, adopt, and file a land bank establishing ordinance.	2025 Q3
Create and execute bylaws, policies, budget, and agreements.	2025 Q3-2026 Q1
Initiate demolition fund.	2025 Q4 - 2026 Q2
Open applications for developers to become approved to acquire land through the Land Bank	2026 Q2
Acquire and distribute properties. Utilize demolition fund as needed.	2026 Q3-2030 Q4
Initiative 2: Municipal Planning Workshops	
Finalize participating organizations.	2024 Q4 - 2025 Q1
Market and outreach to municipalities for participation.	2025 Q3-2031 Q1
Host training for participating organizations.	2025 Q3
Hire planner or consultant to complete zoning reviews.	2025 Q3
Complete zoning reviews and analyses to remove barriers to affordable housing.	2025 Q3 - 2031 Q3
Host housing workshops.	2025 Q4-2030 Q4
Complete additional minor zoning updates upon request.	2026 Q1-2030 Q4
Initiative 3: Municipal Planning and Implementation Pilot Grants	
Draft policies for expanded VPP grant	2025 Q1-2025 Q2
Administer supplemental housing planning grants.	2025 Q4-2030Q4
Administer supplemental implementation grants	2025 Q4-2030 Q4
Initiative 4: Creation of A+ Homes Marketing Campaign	
Hiring of marketing consultant and development of marketing campaign.	2025 Q1- 2025 Q4
Administration of marketing campaign.	2026 Q1 - 2030 Q4

LAND BANK (\$799,924)	PRO HOUSING ASK	IN KIND
	\$514,454	\$285,470
Administration (staffing, travel, and materials)	\$50,000	\$285,470
Filing fees	\$500	\$0
External professional services	\$38,954	\$0
Land acquisition, distribution, marketing, and fees	\$375,000	\$0
Demolition fund initiation	\$50,000	\$0
MUNICIPAL PLANNING WORKSHOPS (\$329,228)	PRO HOUSING ASK	IN KIND
	\$98,400	\$230,828
Presentations and meeting staff	\$60,000	\$230,828
Materials	\$1,500	\$0
Location rental	\$22,500	\$0
Additional planner	\$14,400	\$0
MUNICIPAL PLANNING & IMPLEMENTATION GRANTS (\$940,687)	PRO HOUSING ASK	IN KIND
	\$690,000	\$250,687
Large Planning Grants	\$540,000	\$60,000
Small implementation grants	\$150,000	\$18,000
Staffing	\$0	\$172,687
CREATION OF AN A+ HOMES MARKETING CAMPAIGN (\$120,856)	PRO HOUSING ASK	IN KIND
	\$65,000	\$55,856
Marketing contract	\$50,000	\$0
Online marketing campaign	\$15,000	\$0
Staffing	\$0	\$55,856
ALL INITIATIVES (\$2,190,695)	PRO HOUSING ASK	IN KIND
	\$1,367,854	\$822,840

In-Kind and Funding Match

Item	Amount
Staffing Time	\$742,340
Leveraged Match Funding	\$78,000

Discussion and Information Items

Design & Technology Division Update





THE COUNTY OF CHESTER



COMMISSIONERS
Marian D. Moskowitz
Josh Maxwell
Michelle Kichline

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

MEMORANDUM

To: Chester County Planning Commission
From: Geoffrey T. Creary, Director, Design & Technology Division
Date: September 30, 2024
Re: Planning Commission Board Meeting Monthly Report

For the month of August, the Design & Technology Division performed reoccurring tasks and supported planning staff with short term and work program related projects.

The 247 planners reviewed and processed plan and ordinance submittals. Reviewed ACT 247 fee structure for potential adjustment.

The GIS staff assisted Community Planning with municipal mapping requests. Those include POST Easement Mapping, Employer Data Map, Oxford Comp Plan Mapping, sewer service plan, 247 models, and Updating the Sewer Service Area Data.

The graphics team assisted with various work program projects, including the graphics for Chester County Trails Master Plan, Design Guidelines for Landscapes 3, autumn photography for upcoming projects, preparation of Mini Open Space plans, assistance of the America 250 bookmarks and various info / web graphics.

Community Planning

Community Planning Municipal Assistance Projects

October 2024

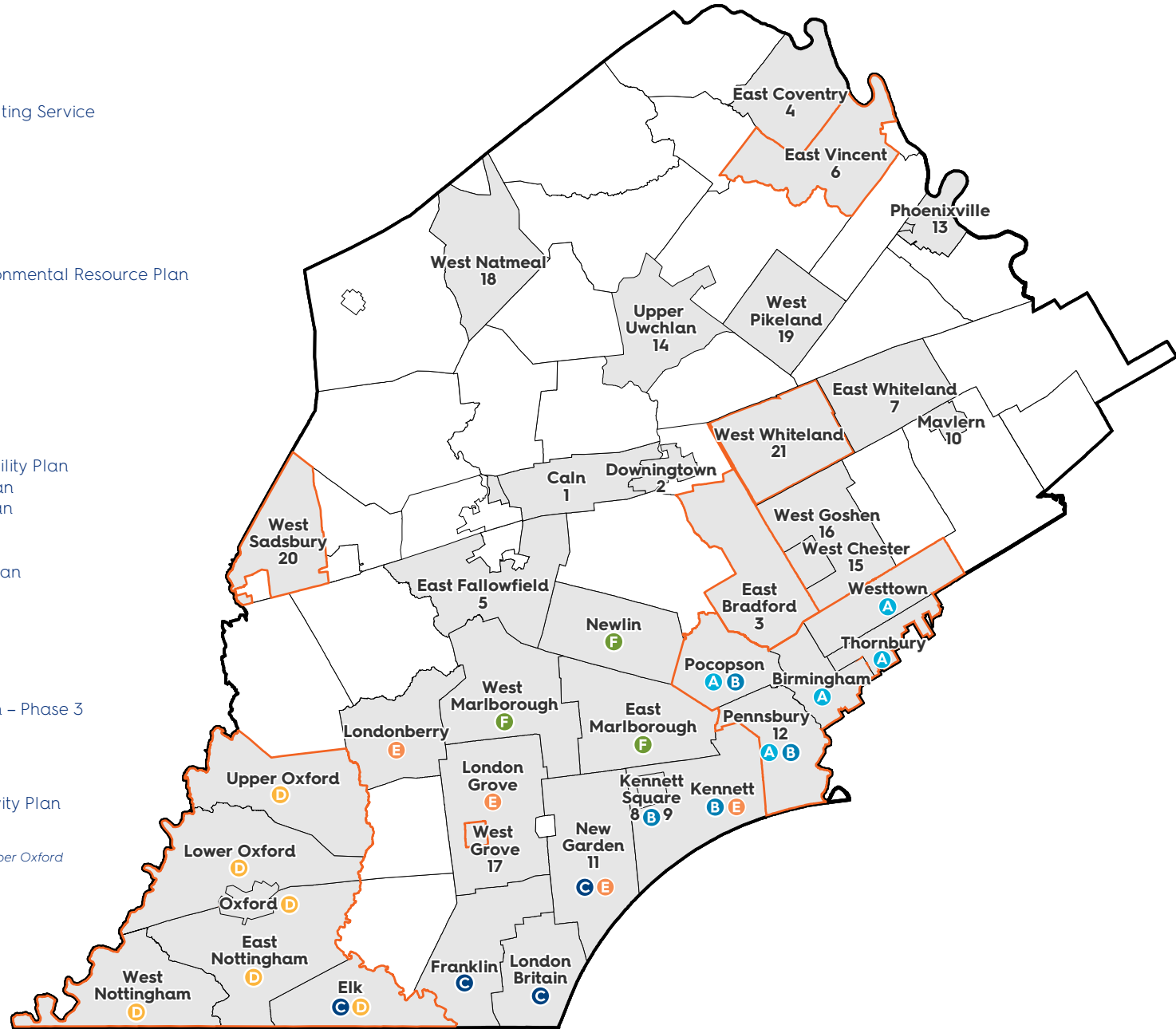
-  Municipality with Ongoing VPP Project
-  Municipality with Planning Commission Consulting Service

Single-Municipality Projects

1. Caln Zoning Ordinance
2. Downingtown Comprehensive Plan
3. East Bradford Zoning Ordinance
4. East Coventry Land Use Assumptions Report
5. East Fallowfield Open Space, Recreation, & Environmental Resource Plan
6. East Vincent Zoning Ordinance
7. East Whiteland Zoning Ordinance
8. Kennett Square State Street Revitalization Study
9. Kennett Square Borough- Revitalization Study
10. Malvern Zoning Ordinance Amendments
11. New Garden Zoning Ordinance Update
12. Pennsbury Ordinance Update
13. Phoenixville Zoning Ordinance
14. Upper Uwchlan Eagle Village Gateways and Mobility Plan
15. West Chester Parks, Recreation, & Open Space Plan
16. West Goshen Parks, Recreation, & Open Space Plan
17. West Grove Zoning Ordinance
18. West Nantmeal Comprehensive Plan
19. West Pikeland Parks, Recreation, & Open Space Plan
20. West Sadsbury Comprehensive Plan
21. West Whiteland Township Comprehensive Plan

Multi-Municipal Projects

- A** Brandywine Battlefield Strategic Landscapes Plan – Phase 3
Birmingham, Pocopson, Pennsbury, Thornbury, Westtown
- B** Harriett Tubman Heritage Interpretation Plan
Kennett, Pennsbury, Pocopson, Kennett Square
- C** Mason-Dixon Line/
Arc Corner Heritage Interpretation and Connectivity Plan
Elk, Franklin, London Britain, New Garden
- D** Oxford Region Comprehensive Plan
Oxford, East Nottingham, West Nottingham, Elk, Lower Oxford, Upper Oxford
- E** Route 41 Corridor Improvement Study
Kennett, Londonberry, London Grove, New Garden
- F** Unionville Area Regional Comprehensive Plan
East Marlborough, Newlin, West Marlborough



COMMUNITY PLANNING REPORT

October 2024 (Activities as of 9/30/24)

Community Planning activities are reported under: Municipal Assistance, Historic Preservation, Economic, Housing, and Urban Centers.

MUNICIPAL ASSISTANCE

The following summarizes significant municipal assistance activity with a contractual obligation, including Vision Partnership Program (VPP) cash grant and technical service projects as well as projects primarily funded through outside sources (such as NPS), categorized under Single Municipality or Multi-municipal. Non-contractual staff tasks are noted under Other Projects and recent VPP inquiries are also identified.

SINGLE MUNICIPALITY PROJECTS

1. Caln Township – Zoning Ordinance Update

Percent Completed: 20% Contract Term: 1/24-12/25 Consultant: Nanci Sarcinello Planning & GIS Monitor: Mark Gallant
The Township is updating their Zoning Ordinance, implementing recommendations from their 2017 comprehensive plan, & creating a cohesive ordinance that encourages appropriate development and removes complicated, numerous overlay districts. The Task Force met on September 30th.

2. Downingtown – Comprehensive Plan

Percent Completed: 100% Contract Term: 3/23–2/25 Consultant: Michael Baker International Monitor: Kevin Myers
The Act247/VPP Review is complete, and council adopted the plan on September 4th.

3. East Bradford Township – Zoning Ordinance Update

Percent Completed: 75% Contract Term: 8/22–1/25 Consultant: Chester County Planning Commission Lead Planner: Chris Patriarca
A full draft ordinance has been compiled and will go before the Township Planning Commission at their October meeting.

4. East Coventry Township – Land Use Assumptions Report

Percent Completed: 95% Contract Term: 8/23–7/25 Consultant: McMahon Associates, Inc. Monitor: Kate Clark
The draft plan was submitted for Act 247 review in September.

5. East Fallowfield Township – Open Space, Recreation, and Environmental Resource Plan Update

Percent Completed: 90% Contract Term: 5/23–10/24 Consultant: Simone Collins Monitor: Kate Clark
The adoption hearing is scheduled for October 22nd.

6. East Vincent – Zoning Ordinance

Percent Completed: 80% Contract Term: 4/22–9/24 Consultant: Chester County Planning Commission Monitor: Kate Clark
CCPC met with the Township in September to discuss next steps & is awaiting feedback from the Township whether a second extension will be requested.

7. East Whiteland Township – Zoning Ordinance

Percent Completed: 25% Contract Term: 9/23–8/25 Consultant: Bergmann (now Colliers) Monitor: Chris Patriarca
The Township and consultant team have completed a series of targeted stakeholder interviews for feedback on ordinance provisions. Initial zoning language revisions are in development.

8. Kennett Square Borough – State Street Revitalization Study

Percent Completed: 0% Contract Term: 9/15/2024 – 10/31/2026 Consultant: Derck & Edson Monitor: Kevin

Myers

The Borough proposes to work with a planning & design consultant to help improve several sites along State Street, the main commercial district in the borough, to make quality-of-life improvements. Contract signed in September. Kick-off meeting scheduled for Oct. 17th.

9. Kennett Township – SLDO update

Percent Completed: 1% Contract Term: 8/24-7/26 Consultant: Chester County Planning Commission

Planner: Jeannine Speirs

The Township is updating their SLDO to reflect the recent Zoning update and es.

10. Malvern Borough – Zoning Ordinance Amendments

Percent Completed: 1% Contract Term: TBD Consultant: Thomas Comitta Associates

Monitor: Jeannine Speirs

Updates to text and map to support implementation of Malvern Borough Comprehensive Plan. Initial Briefing Meeting in.

11. New Garden Township – Zoning Ordinance Update

Percent Completed: 0% Contract Term: 7/24-6/26

Consultant: Michael Baker International

Monitor: Libby Horwitz

Updating for consistency with the Township's planning efforts using consultant Michael Baker. A meeting was held on September 18th.

12. Pennsbury Township – Ordinance Updates

Percent Completed: 45% Contract Term: 5/24-10/25

Consultant: Brandywine Conservancy

Monitor: Kate Clark

The project was discussed at a September public meeting and the next Task Force meeting is scheduled for October 1st.

13. Phoenixville Borough – Zoning Ordinance Update

Percent Completed: 40% Contract Term: 7/23-6/25

Consultant: Gilmore & Associates

Monitor: Chris Patriarca

The September meeting covered proposed changes to the MG district, zoning map, and definitions.

14. Upper Uwchlan Township – Eagle Village Gateways and Mobility Plan

Percent Completed: 0% Contract Term: 9/1/2024-2/28/2026

Monitor: Patty Quinn

The Eagle Village Gateways and Mobility Plan will build community and stakeholder consensus for needed improvements at two Pottstown Pike (Route 100) and Graphite Mine Road intersections, which serve as the northern and southern gateways to the Village of Eagle.

15. West Chester Borough – Park, Recreation and Open Space Master Plan Update

Percent Completed: 40% Contract Term: 5/24-4/26

Consultant: Johnson, Mirmiran & Thompson/ Toole Rec. Monitor: Kevin Myers

West Chester Borough will update its 1986 PROS Plan, last updated in 1992. It will focus on advancing the goals of Landscapes3 in West Chester Borough. A project team of Johnson, Mirmiran & Thompson (JMT) and Toole Recreation Planning has been selected to complete this project. The grant monitor attended a meeting on July 10th. Next meeting is in October 16th to begin reviewing draft materials (date TBD).

16. West Goshen Township – Parks, Recreation, and Open Space Plan

Percent Completed: 5% Contract Term: 5/24-4/26

Consultant: Toole Recreation Planning

Monitor: Mark Gallant

This plan will guide future planning efforts and investment in the Township's park, recreation, and open space facilities. The Task Force met on September 18 to discuss their public survey that went live at their community open house on September 21.

17. West Grove Borough – Zoning Amendments

Percent Completed: 80% Contract Term: 4/23–3/25

Consultant: Chester County Planning Commission

Lead Planner: Kevin Myers

The Chester County Planning Commission will provide professional planning and support staff to assist the Borough updating the West Grove Borough Zoning Ordinance. A full 2nd draft documenting the proposed amendments to the ordinance was created and sent to the borough. Two meetings in August wrapped up questions from the task force. The next step will be for review and input by the Zoning Officer, Engineer, and

Solicitor. A public meeting will be held at a council meeting in the fall prior to the ordinance proceeding with Act 247 review and the adoption/hearing, which is likely to occur in the first quarter of next year (in line with the contract).

18. West Nantmeal Township – Comprehensive Plan Update

Percent Completed: 0 % Contract Term: 6/24-5/25 Consultant: Castle Valley Consultants Monitors: Elise Davis/Mark Gallant
West Nantmeal Township will be updating the Comprehensive Plan, last updated in 2007. The township selected Castle Valley Consultants to lead the effort. The kick-off meeting was held on July 22. The August meeting discussed the public survey and members of the Amish community attended the meeting and indicated they would like to be able to take the survey.

19. West Pikeland Township – Parks, Recreation, and Open Space Plan

Percent Completed 20% Term: 6/23-5/25 Consultant: Natural Lands Monitor: Chris Patriarca
A Task Force meeting is scheduled for October to discuss various plan recommendations.

20. West Sadsbury Township – Comprehensive Plan

Percent Completed: 100 % Contract Term: 2/23–1/25 Consultant: Chester County Planning Commission Lead Planner: Kate Clark
The comprehensive plan was adopted on August 13th and final deliverables have been distributed to the Township.

21. West Whiteland Township – Comprehensive Plan

Percent Completed: 5 % Contract Term: 7/24–6/26 Consultant: Chester County Planning Commission Lead Planner: Chris Patriarca
Public survey went live in late September and a Public Open House is scheduled for October 29 at the Township Building.

MULTI-MUNICIPAL PROJECTS

22. Brandywine Battlefield Strategic Landscapes Plans – Phase 3

Percent Completed: 95% Contract Term: N/A (contract work completed) Consultant: CCPC Lead Planner: Jeannine Speirs
Technical report & interactive map draft was prepared by consultants and PHMC completed their review. New interactive map is on web. Draft plan completed & is in process of editing for fall release.

23. London Britain, Franklin, Elk, and New Garden Townships – Mason-Dixon Line/Arc Corner Heritage Interpretation and Connectivity Plan

Percent Completed: 45 % Contract Term: 12/22–11/24 Consultant: Brandywine Conservancy Monitor: Jeannine Speirs
The four townships are preparing a plan to promote thematic & physical heritage interpretation & connectivity between key natural, cultural, historic, & agricultural Heritage Sites for the Mason-Dixon/Arc Corner theme & within the Regional Planning area. This project builds on Franklin's Comp Plan policy & policy in the other three communities. Next Task Force meeting is in September

24. London Grove, New Garden, Londonderry, and Kennett Townships – Route 41 Corridor Improvement Study

Percent Completed: 75% Contract Term: 2/23–7/24 Consultant: McMahon Associates Monitor: Chris Patriarca
The five municipalities are proposing a corridor plan which places community needs and values at its center. Public information meetings at London Grove and New Garden Townships were held in July. Full draft plan is forthcoming, a formal extension request was received.

25. Harriet Tubman Underground Railroad – Path to Freedom Heritage Interpretation Plan

Percent Completed: 45 % Contract Term: 6/23-5/25 Consultant: National Travel Center Monitor: Jeannine Speirs
Harriet Tubman Scenic Byway Commission member municipalities: Kennett Township (lead), Pennsbury Township, Pocopson Township, and Kennett Square Borough are completing a Heritage Interpretation Plan for the Harriet Tubman Underground Railroad – Path to Freedom region and theme. This grant will examine the broader Underground Railroad story in Chester County and the region, using research materials and input

from Underground Railroad groups to develop a heritage interpretation plan and tour trail. Attended September meeting.

26. Oxford Region Comprehensive Plan Update

Percent Completed: 15 % Contract Term: 1/24–12/26 Consultant: Chester County Planning Commission Lead Planner: Mark Gallant

27. Upper Oxford, Lower Oxford, Oxford, West Nottingham, East Nottingham, and Elk will undertake an update to the 2012 Multimunicipal Comprehensive Plan. We continue to present existing conditions and begin and developed a survey that will go live at the Oxford Borough First Friday on October 4. Community Visioning will be the agenda for the coming months and will be informed by public survey results.

28. Unionville Area Region – Comprehensive Plan Update

Percent Completed: 95% Contract Term: 4/22–09/24 Consultant: Brandywine Conservancy Monitor: Kate Clark

A joint adoption meeting has been tentatively planned for October 28th.

OTHER PROJECTS

- **Oxford Region** – Administration assistance to the regional planning group (ORPC) and associated sub-groups: The ORPC Regional EAC and The ORPC Historic Sub-Committee; Mark Gallant. Mark will serve as the Region’s secretary throughout the Plan update work program. Jeannine and David assist with historic resource and heritage interpretation network items.
- **Internal County Coordination** – Transportation: Kevin Myers; Community Development: Libby Horwitz, Kevin Myers, Chris Patriarca, Jeannine Speirs, and HPC; Housing Authority of Chester County: Libby Horwitz and Chris Patriarca; Facilities: HPC

VPP INQUIRIES

County Consulting Assistance Inquiries or Requests

1. East Caln (Zoning Ordinance Update)
2. Spring City (comprehensive plan)
3. South Coatesville Borough (general planning assistance)
4. Pennsbury plans to apply for a grant this Fall or next spring.
5. Coatesville (Official Map)
6. Downingtown Borough (Parking Study)
7. Londonderry Township (Comprehensive Plan)

Cash Grant Inquiries (or VPP channel not established yet)

- Sadsbury Township – Comprehensive Plan Update (March 2024)
- West Nottingham Township – Corridor Study (November 2021)
- Charlestown Township – Traffic Impact Fee (December 2022)
- East Pikeland Township – Parks & Recreation Plan (January 2024)
- West Chester Borough - Comprehensive Plan Update
- Honey Brook Township and Borough (Multi-Municipal Comprehensive Plan Update)
- North Coventry (Zoning Ordinance Amendment)

HISTORIC PRESERVATION

America 250 & Heritage Tourism Plan

- Attended the gathering and workshop sponsored by America250 PA in Philadelphia 20 and 21 September, representing Chester County. The content was largely celebratory. Provided opportunities to connect with other municipalities and organizations.
- Attended the September Chester County 250 meeting. Presenting highlights of the meeting to the monthly 250 Chester County informational call.
- Implementation team for Heritage Tourism Plan met and discussed the outline for implementation.

Brandywine Battlefield Task Force (BBTF) & expanded Philadelphia Campaign Partnership

- **Philadelphia Campaign Heritage Interpretive Network** – Working on a planned Heritage Site capacity building workshop for this Fall via BBTF and newly expanded Philadelphia Campaign Partnership. Looking for funding opportunities for heritage interpretation for education and outreach: a visitor experience driving tour to mesh the County Heritage Tourism Plan and 250th with the already existing Brandywine Battlefield Heritage Interpretive Network concept and Signage Project, and the Philadelphia Campaign theme. Continued coordinating with Valley Forge (and Hopewell Furnace), that are now on board as Gateways under the Heritage Interpretive Network.

Heritage Interpretive Network

Agriculture

- Historic sub-committee of the Oxford Regional Planning group has identified Ag theme locations in southern Chester County. Regional theme group is getting estimates for interpretive signage and building needs to start to implement their Heritage Interpretive Network.

Iron & Steel

- Iron & Steel Collaborative convened for their annual meeting in September. The guest speaker was Nick Booth the Collections and Learning Director for the Ironbridge Gorge Museum Trust. The Trust is sponsoring an exhibition of transcontinental iron connections in 2027.

Public Programs & Advocacy, Trainings, & Outreach

A survey went out in September to all organizers to collect feedback on the successes and needs for their program. There were seven responses.

- Tentative theme for 2025 is to look at resources with untold or under told stories.

Outreach

Malvern Borough Historic Commission Meeting; Chester County Library Foundation; Southern Chester County Chamber of Commerce Community & Gov't Committee presentation; Chester County Heritage Outreach Meeting; Discussion with Loudoun County, Virginia, Planning Commission about Village Preservation Guide.

Ordinances – pending Caln Historic Resources regulations draft **review Mandated and Requested Reviews/National Register Designation**

Activity – Includes county-owned properties and properties with a historic designation or potential designation

Staff: David Blackburn with Jeannine Speirs

External Partners: Vary by project

- Wireless Tower in Coatesville. Reviewed and approved
- Parkesburg Amtrak Station High-Level Platform Project – Currently under review

County associated Programs/Projects:

- County DCD: DCD is changing their Section 106 review process for more reliance on State and less on County review and committee consensus.
- County-owned Bridges/Facilities
 - The contract for the engineering firm that coordinates all aspects of engineering for county bridges was not renewed. The new contract was initiated in August. Thus, the regular August meeting was cancelled. It is anticipated the first meeting with the new firm will be in October.

Non-County affiliated Section 106:

- Downingtown Train Station project has been reactivated and the mitigation MOA is completed for the demolition of an identified historic resource in a historic district for a storm water basin; FTA and PennDot engineers indicate demolition is necessary. Next consulting parties will take the role of participating in mitigation projects.
- London Grove Agricultural Historic District/New Garden/ West Marlborough/London Grove - An existing rural historic district encompasses parts of three municipalities has been evaluated by PennDOT for its contributing historic resources.
- West Brandywine culvert – PennDOT stopped work and is assessing historic resource impacts.
- A FEMA project in Tredyffrin started mitigation, documenting a historic property and training for the Historical Commission.

ECONOMIC

- **Non-Residential Construction Report** – 2024 report (2023 data) completed and posted.
- **State of the County Economy Report** – Available data update waiting for online formatting. Additional data to be updated as available.
- **DVRPC Projections** – Completed review and provided feedback for DVRPC 2024 population and employment projections.
- **AgConnect** – Attended meeting in September. Agricultural Census fact sheet being prepared for online posting.

HOUSING

- **Housing Choices Committee** – Meeting held June 4th.
- **Adaptable Housing Guide** – First part complete. Finalizing projections.
- **Accessible Housing Guide** – Continuing Missing Middle analysis for municipalities.
- **Housing Forum**- Sending out invites and analyzing questionnaire responses for October 31st housing organization convening.
- **Residential Construction Report** – 2024 (2023 data) report complete and posted.
- **Starter Home Pilot Project** – Finalizing East Pikeland zoning analysis.
- **Land Bank** – Provided a memo to the Commissioners with a drafted adoption ordinance in March. CCPC proposed to staff the land bank.
- **Housing Workshops** – Beginning planning housing workshops for municipalities in 2025.
- **PRO Housing Grant** – Working on application for HUD funding for removing barriers to affordable housing.

URBAN CENTERS

VPP Support – Downingtown (comprehensive plan update), West Chester Parks and Recreation Plan, Kennett Square (State Street Revitalization Study).

Technical assistance/coordination – Atglen for zoning (started March 28th – minor zoning amendments), future park planning, and grant assistance (DCNR, CCCRP, etc.). Atglen - A full draft of zoning amendments with tracked edits sent to Atglen borough via email on 4/24/2024. Next steps are to be determined. Parkesburg for implementation coordination and potential grant funding assistance; 70 E Second Avenue Sketch Plan Review (see below); Downingtown (signs, parking, TND) and comprehensive plan update monitoring; Kennett Square for NVF zoning and comprehensive plan update assistance; TMAcc (design); Coatesville (coordination between the City, 2nd Century, CDC, and CCPC); West Grove – potential assistance with PA DCNR C2P2 Grant for parks master plan, and zoning updates consistent with the 2022 comprehensive plan update (breweries, mixed use zoning, parking requirements). Engaged DVRPC regarding the DVRPC ExPo program (Oxford) and sidewalks installation (Avondale). Discussion with CC WRA to address flooding in Avondale. Assistance to Kennett Square providing GIS coverage for online mapping.

South Coatesville – Urban Planner will continue to communicate with South Coatesville regarding a comprehensive plan update and coordinate CCPC assistance. Similar inquiry made by Kennett Square regarding the NVF site and discussion pending.

Parkesburg TND zoning amendment - The planning commission voted to recommend the draft zoning amendment to council at the June 27th meeting. Council considered the amendment at the July 18th meeting and sent it back to the planning commission and Solicitor for finalization prior to moving forward with adoption. Council will consider adopting the TND zoning amendment at the October 17th meeting.

- **Urban Center Forum** – The 2024 UCF will be a series of three forums (southern, east/northern, and western Chester County) by region. The 2024 UCF will have three regional meetings Oct. 31st and 30th, and November 14th. Each forum will have a short presentation of CCPC news/updates/and region-specific projects, followed by each municipality providing highlights of successes and challenges, and finally a moderated open discussion of those challenges to suggest solutions/collaboration to reach solutions.
- **Urban Centers Improvement Inventory** – The next UCII update will be in the last quarter of 2024.
- **Urban Centers Survey** – Working on outreach to urban centers managers, staff, council, and planning commission.
- **DCD CRP Coordination** – The next coordination will be the 2025 CRP.
- **Presentations:** Continuing discussion on collaboration with WCU regarding ArcUrban use and/or student internships/work to collaborate on municipal assistance/projects. Invited to discuss comprehensive plans at the August 7th Kennett Square Borough Council meeting.

Sustainability Division Update

Sustainability Division

Monthly Activities Report – October 2024

Summary:

- Sustainable HOAs:
 - Created a template for HOAs to develop their own Sustainability Action Plan. We are considering how to get the word out about the Action Plan template, and how to help HOAs to get access to technical assistance to develop their Action Plans.
 - Completed final HOA Roundtable event on Creating a Sustainability Action Plan for your HOA on 9/26. Total attendance for the four sessions was approx. 140, with many repeat participants.
- Held several brainstorming meetings and an internal kick-off meeting for our project to Support the Energy Transition in Low Income and Disadvantaged Communities.
- Keep Chester County Beautiful:
 - Planning for Campaign Sign Recycling event. Five drop-off locations throughout the county for campaign sign recycling. Most will be open through Nov. 18.
 - Re-organizing the Steering Committee into working groups, and developing a strategy and work plan for 2025.

Campaign Sign Recycling Event! 2024

Bring your campaign signs for collection and recycling!

East Whiteland Township
209 Conestoga Road
Frazer, PA 19355
**Friday Nov. 8 to
Monday Nov. 18**

SECCRA Landfill
219 Street Road
West Grove, PA 19390
**Friday Nov. 8 to
Monday Nov. 18**

Uwchlan Township
715 North Ship Road
Exton, PA 19341
**Tuesday Nov. 5 to
Monday Nov. 18**

Caln Township Building
253 Municipal Drive
Thorndale, PA 19372
**Tuesday Nov. 5 to
Monday Nov. 18**

Recycling Services Inc. (RSI)
365 Elm Street
Pottstown, PA 19465
**Saturday
Nov. 23 9am-1pm**



Multimodal Transportation Planning Division

Multimodal Transportation Planning Division

September 2024

2024 Transportation Forum

The MTP Division held its 2024 Transportation Forum on the evening of Tuesday, September 24th at the West Whiteland Township building. Meeting attendance was also available virtually via Zoom. Opening remarks were delivered by all three Chester County Commissioners. Harley Cooper, AICP, SEPTA's Director of Suburban Service Planning - Bus & Metro presented the SEPTA GO microtransit zones slated for 2025 implementation. Alex Sankaran, Transportation Planner for CCPC presented the recommendations of the Public Transportation Plan Update. Steve Buck, our Trails Planner presented the recommendations of the Trails Master Plan. To round out the show, Patty Quinn provided updates on a few of our work program items, new projects coming to Chester County through the TIP, and updates on a few of our larger priority projects. Event attendance was 64: 32 in-person, 32 virtual.



DRAFT Chester County Trails Master Plan

The Chester County Trails Master Plan is nearing completion with a DRAFT document soon to be released for review and comment by the project steering committee and public. This plan is partially funded by the PA DCNR C2P2 program and began in the fall of 2022. Trails Planner Steve Buck has led all aspects of the plan's development and has done a tremendous job collecting information on the existing and proposed trails from our municipalities, gathering public input through a survey and online crowdsourcing map, analyzing and sorting all of that data, and finally synthesizing it all into a series of goal driven recommendations. Plan production has been somewhat delayed by the need to address other trail development priorities the MTP Division assumed earlier this year. Steve will be delivering an overview of the plan's recommendations at the October Board meeting.



Roundabout Field View

On Wednesday September 25th the MTP Division went on a field view to take a look at and experience Chester County roundabouts. Although the weather did not exactly cooperate with some much needed rain, the crew got to experience the roundabouts from the confines of the CCPC van. Roundabouts we experienced that day include:

- The newly constructed PA 82 and Reeceville Road roundabout at Hurricane Hill north of Coatesville;
- The Strasburg Road roundabout next to Stargazer's Village in Romansville;
- The Unionville Road / Doe Run Road roundabout in Unionville; and,
- The first state road roundabout developed in the County at PA 52 / Lenape Road in Pocopson.

PennDOT performed an analysis of 47 roundabouts located throughout the Commonwealth, including all listed above except the new one at PA 82/Reeceville Road, and the crash data collected from 2004 through 2023 shows that crashes involving injuries were reduced by 51% with the total number of crashes at those intersections dropping 7%. For more information, please visit the PennDOT Roundabouts page at:

<https://www.penndot.pa.gov/ProjectAndPrograms/RoadDesignEnvironment/RoadDesign/Pages/Roundabouts.aspx#>



Drone photo of the PA 41 / PA 926 roundabout under construction.

Director's Report

Draft 2025 Work Program



New projects are highlighted in yellow.

Table of Contents

- 1. Chapter 1: Using the Work Program 1
- 2. Chapter 2: Work Program 3
 - a. Preserve Work Program 3
 - b. Protect Work Program 4
 - c. Appreciate Work Program 5
 - d. Live Work Program 6
 - e. Prosper Work Program 8
 - f. Connect Work Program 8
 - g. Landscapes Vision and Map Work Program 11
 - h. Major Ongoing Planning Activities..... 13

Chapter 1

Using this Work Program

The 2025 Work Program lists proposed projects and events for 2025 and provides administrative information about these projects. This information includes:

Project Staffing: Under each project, the lead division is listed; however, in a number of cases, the project is a multi-division team project. In these cases, other divisions involved in the project are also listed.

Time Frame: The time frame reflects the general timing of the project during the upcoming calendar year while noting if it will be a multiyear project.

Funding: In some cases, specific grants are helping to fund specific projects. These are noted when applicable.

Staff Resources: There are three levels of staff resources – limited, moderate, and significant. Limited usually involves one person or a smaller team for a project that can be completed relatively quickly or easily. Moderate usually involves a larger project managed by one person or a small team. Significant projects involve multiple people for a large project.

Communications: Three levels of communications are identified for each project, and these are focused on the four primary audiences of municipalities, implementation partners, policymakers, and the public.

Communications Level I

A level I project pertains to a single event or entity. It also can be a simple brochure, tool, or study about one topic. This type of project may have a limited audience such as a single municipality.

Communications Level II

A level II project spans over a couple of months to up to two years and includes more than one audience group. It also would include projects that have a couple of public meetings, events, an in-depth study, etc.

Communications Level III

A level III project spans over one to three years and includes multiple audiences. The project would include multiple public meetings, hearings and events. Extensive coordination with the executive director and the Chester County Commissioners is often necessary.

Scoping Meetings: There should usually be three scoping meetings during the process of completing a project, with a focus on the project kickoff, production and communications, and project status. The exact nature of each meeting will depend on the specific project, and the need for scoping meetings for the Work Program projects will be determined by the management committee on a regular basis. Project leads should check with their manager to see if a scoping meeting is needed.

Project leads should prepare an agenda for the scoping meeting that addresses the purpose elements identified below. This agenda should be shared with all meeting participants ahead of time.

Project Kickoff Meeting

Purpose: Identify key planning issues to be addressed, important stakeholders, relationship to other CCPC projects, critical CCPC and intra-county coordination, overall timeline, anticipated events, and major resources needed.

Key Participants:

- Project Lead
- Division Director for Project Lead
- Key Staff Members for Project
- Executive Director
- Assistant Director
- Director of Design and Technology

Time Frame: Before project begins

Duration of Meeting: An hour

Production and Communications Scoping Meeting

Purpose: Discuss a detailed timeline, expected products, design needs, division coordination, communication needs, and meeting needs.

Key Participants:

- Project Lead
- Other Project Participants
- Division Director for Project Lead
- Representative of Design and Technology Division
- Representative of Communications Team

Time Frame: In early stages of project

Duration of Meeting: An hour

Project Status Meeting

Purpose: Determine the status of the project, the timeline, the production of materials, and communications, including communications after the project is completed.

Key Participants:

- Project Lead
- Other Project Participants
- Division Director for Project Lead
- Executive Director (if necessary)
- Assistant Director (if necessary)
- Designer
- Representative of Communications Team

Time Frame: In mid-stage of project or other appropriate time.

Duration of Meeting: An hour, if needed

Chapter 2

2025 Work Program

The 2025 Work Program lists proposed projects and events for 2025 that implement *Landscapes3*. This work program is structured around the six goal areas of *Landscapes3* – Preserve, Protect, Appreciate, Live, Prosper, and Connect – plus work activities that implement the Landscapes vision and map.

These projects and events are larger scale efforts that have a distinct beginning and ending point and require more production and communications support. These projects have a clear final deliverable that is produced by CCPC staff. Major ongoing planning activities, which usually do not involve significant production or communications work, are listed at the end of this Chapter.

The Work Program for 2025 contains a large number of projects and events and is divided into the following topic areas:

- Preserve
- Protect
- Appreciate
- Live
- Prosper
- Connect
- Landscapes Vision and Map
- Ongoing Planning Activities

Preserve Goal

Open Space Accelerator

Complete a pilot project with one municipality to develop a focused implementation plan for open space. Develop, launch and administer a mini-grant program to scale up this project type if DCNR funding is received.

Lead Division – Sustainability

Supporting Divisions – Design and Technology

2025 Time Frame – Full year

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed – Yes

Open Space Preservation Updated Mapping and Data (POST)

Prepare annual summary of the amount and type of permanently protected open space in Chester County.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – First quarter of year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Open Space Summit

Work with the Department of Parks and Preservation to convene an open space summit. Anticipated audience is conservancy staff and board members.

Lead Division –Sustainability

2025 Time Frame – First half of year

Staff Resources – Low

Communications – Level I

Scoping Meetings Needed - Yes

Protect Goal

Sustainability Summit

Hold a sustainability summit for the general public that is focused on practicable ways to implement the county’s Climate Action Plan, followed by smaller, audience-specific programs for small to medium-sized businesses, homeowners’ associations, and K-12 schools.

Lead Division – Sustainability

Supporting Division – Administration

2025 Timeframe – First half of year

Staff Resources – Significant

Communications – Level II

Scoping Meeting Needed – Yes

Sustainable HOAs

Pilot a program that connects up to three HOAs with their municipality to provide technical assistance and support in developing a Sustainability Action Plan while also launching a sustainable HOAs community certification program.

Lead Division –Sustainability

2025 Time Frame – Full year (will continue in 2026)

Staff Resources – Low

Communications – Level II

Scoping Meetings Needed – Yes

Imagining Transit Oriented Communities

Analyze one or two regional rail stops for mixed use redevelopment opportunities, identify specific development sites, prepare urban design solutions for these sites, identify potential ordinance changes to encourage redevelopment, and identify potential public improvements.

Lead Divisions – Sustainability and Design and Technology Divisions

2025 Timeframe – Full year

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed – Yes

Climate Action Plan Update

Update the county’s Climate Action Plan to include a commentary on progress made since the last Climate Action Plan’s adoption, an updated greenhouse gas inventory, and new and more specific/targeted actions.

Lead Division – Sustainability Division

2025 Timeframe – Last quarter (will continue in 2026)

Staff Resources – Significant

Communications – Level III

Scoping Meetings Needed – Yes

Sustainability at the Pocopson Home

Support the Pocopson Home in implementing recommendations from their 2024 Food Waste Reduction study and in converting a portion of their lawn to a wildflower meadow.

Lead Division –Sustainability

2025 Time Frame – Full year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Establish Sustainable Landscape Management Plans for County Lands

Develop conceptual sustainable landscape establishment and management plans for non-park county owned properties

Lead Division –Sustainability

2025 Time Frame – Full year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed – Yes

Appreciate Goal

Town Tours and Village Walks

Continue Town Tour and Village Walks program, with approximately ten events.

Lead Division – Community Planning

2025 Time Frame – First three quarters of year

Staff Resources – Moderate

Communications –Level II

Scoping Meetings Needed – No

Historic Commission Leadership Luncheon

Conduct annual training and technical assistance to municipal historic commissions with training specific to the commission chairs.

Lead Division: Community Planning

2025 Time Frame: First quarter of year

Staff Resources: Limited

Communications: Level I

Scoping Meetings Needed: Yes

Heritage Site Interpretive Implementation

Help implement the county's Heritage Tourism Plan and support the America 250PA Chester County Commission by facilitating the physical improvement of sites or installation of interpretive signage/kiosks at ten to twenty gateways, heritage centers, or interpretive sites identified as part of the county's Heritage Interpretive Network.

Lead Division: Community Planning

2025 Time Frame: Full year (will continue in 2026)

Staff Resources: Moderate

Communications: Level I

Scoping Meetings Needed: No

Live Goal**Removing Housing Barriers**

Work with municipalities to remove housing barriers through municipal housing workshops, housing best practices guides, large-scale housing planning projects, small-scale housing implementation projects that identify sites that are appropriate for additional housing, conceptual site plans of development sites, and outlines of zoning solutions that remove housing barriers.

Lead Division – Community Planning

2025 Time Frame – Full year

Staff Resources – Moderate

Communications –Level II

Scoping Meetings Needed – Yes

Employer Supported Housing Guide and Outreach

Prepare guide highlighting how employers can support affordably-priced housing.

Lead Division – Community Planning

2025 Time Frame – Second half of year

Staff Resources – Limited

Communications –Level I

Scoping Meetings Needed – Yes

Housing Summit

Convene a housing summit to advocate for A+ Homes.

Lead Division – Community Planning

2025 Time Frame – Second half of year

Staff Resources – Limited

Communications –Level II

Scoping Meetings Needed - Yes

Accessible Housing Locations Guide

Prepare a map and planning guide that identifies growth area locations for new housing that has good access to services and amenities. This guide will include municipal approaches and strategies to encourage housing in these areas.

Lead Division – Community Planning

2025 Time Frame – First half of the year (continuation of project from 2024)

Staff Resources – Limited

Communications –Level I

Scoping Meetings Needed – Yes

Chester County Housing Report

Prepare annual housing report on Chester County housing sales and construction prices, total units built, and types.

Lead Division – Community Planning

2025 Time Frame – First half of year

Staff Resources – Limited

Communications –Level I

Scoping Meetings Needed - No

Land Bank Support

Establish and run a Chester County land bank.

Lead Division – Community Planning

2025 Time Frame – Full year

Staff Resources – Limited

Communications –Level I

Scoping Meetings Needed - No

Prosper Goal

Urban Centers Forum

Coordinate annual Urban Centers Forum with support from the Department of Community Development.

Lead Division – Community Planning

2025 Time Frame – Second half of year

Staff Resources – Limited

Communications – Level II

Scoping Meetings Needed - Yes

County Economy Website Area

Prepare an annual update of data about the county’s economy, working with CCEDC, putting the data into a website format and producing an executive summary.

Lead Division – Community Planning

2025 Time Frame – Second half of year

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed – Yes

Non-Residential Construction Report

Prepare annual report on non-residential construction in the county.

Lead Division – Community Planning

2025 Time Frame – First half of year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Connect Goal

Better Bus Stops Pilot Project

Coordinate with local municipalities and TMACC toward development of an improved bus stop in the West Chester Pike corridor, as recommended in previous DVRPC studies and the Chester County Public Transportation Plan.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Full year (continuation of project from 2024)

Staff Resources – Moderate

Communications –Level I

Scoping Meetings Needed - Yes

Municipal Connector Trail Project

Work with local municipality(ies) toward implementation of a connector trail as recommended in the Chester County Trails Master Plan.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Full year (continuation of project from 2024)

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed - Yes

Circuit Trails Extension Projects

Manage all aspects of new Circuit Trail development, including the extension of the Struble Trail, Phase IV-A of the Chester Valley Trail, the Philadelphia & Thorndale (P&T) portion of the Chester Valley Trail, and the Enola Low Grade/Chester Valley Trail extension to Atglen.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Full year (continuation of projects from 2024)

Staff Resources – Significant

Communications – Level I

Scoping Meetings Needed – No

DVRPC Safety Program

Coordinate with DVRPC and provide public outreach associated with DVRPC's Regional Vision Zero 2050 Action Plan development. This will be year two of a two-year revenue generating project.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Full year (continuation of project from 2024)

Funding – contract with DVRPC

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Transportation Event

Coordinate the convening of a transportation summit.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Third quarter of year

Staff Resources – Limited

Communications – Level II

Scoping Meeting Needed - Yes

Transportation Improvement Inventory

Conduct biannual update of Transportation Improvement Inventory list, modernizing and fine tuning the list.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – First half of year

Staff Resources – Moderate

Communications – Level II

Scoping Meetings Needed - Yes

Transportation Priority Projects

Prepare a new Transportation Priority Projects list with input from an advisory committee and the Transportation Improvement Inventory projects.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Second and third quarters of year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Transportation Data Inventory & Evaluation

Collect and analyze various data sets which address recent changes in transportation and provide base data for the update of *Landscapes3*, while paying particular attention to significant changes in transportation since COVID and the shift to remote working.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – First half of year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Trailfinder Update / Trails Master Plan integration

Transition the Trailfinder out of its current format, which is in an ESRI product that is being sunsetted, while adding proposed trail connections from the CC Trails Master Plan to serve as an online living document of trail development progress.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Second half of year

Staff Resources – Limited

Communications – II

Scoping Meetings Needed - Yes

Quarterly Transportation Forums for Municipal Managers

Hold quarterly zoom meetings to inform Municipal Managers about current transportation funding opportunities, initiatives, etc. Intent is to improve municipal relations and increase municipal participation in the transportation improvement development process.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Full year – Quarterly meetings

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Freight Plan Implementation

Implement recommendations on truck routes from the 2023 Chester County Freight Plan.

Lead Division – Multimodal Transportation Planning

2025 Time Frame – Full year

Staff Resources – Limited

Communications – Level I

Scoping Meetings Needed - No

Landscapes Vision and Map

Landscapes3 Annual Progress Report

Produce annual progress report that tracks the metrics in *Landscapes3* while also highlighting implementation successes during the year.

Lead Division – Multimodal Transportation Planning

Supporting Divisions – Administration and Office and Communications

2025 Time Frame – First half of year

Staff Resources – Limited

Communications – Level III

Scoping Meetings Needed – No

Kennett Township Subdivision and Land Development Ordinance

Prepare an updated subdivision ordinance for Kennett Township that synchronizes with their new zoning ordinance.

Lead Division – Community Planning

2025 Time Frame – Full year (continuation of project from 2024 and will continue in 2026)

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed - Yes

Oxford Region Comprehensive Plan

Prepare an updated comprehensive plan for the Oxford region, which includes Oxford Borough, Lower Oxford Township, Upper Oxford Township, East Nottingham Township, West Nottingham Township, and Elk Township.

Lead Division – Community Planning

2025 Time Frame – Full year (continuation of project from 2024)

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed - Yes

West Whiteland Township Comprehensive Plan

Prepare a new, implementable comprehensive plan for West Whiteland Township.

Lead Division – Community Planning

2025 Time Frame – First half of year (continuation of project from 2024)

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed – Yes (completed in 2022)

Other Plan or Ordinance Projects to be added

As staff capacity becomes available, begin Township-focused plan or ordinance projects.

Lead Division – Community Planning

2025 Time Frame – Full year

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed – Yes

Other Plan or Ordinance Projects to be added

As staff capacity becomes available, begin Borough or City-focused plan or ordinance projects.

Lead Division – Community Planning

2025 Time Frame – Full year

Staff Resources – Moderate

Communications – Level I

Scoping Meetings Needed – Yes

Major Ongoing Planning Activities

The following planning activities are very important elements of the department's work program and recur constantly throughout the year. These activities typically need limited, but recurring, support from production and communications.

Review and Support Letters for Subdivisions, Land Developments, Ordinances, Plans, Developments, Grant Applications, and Sewage Facilities

Vision Partnership Program Cash Grant Monitoring

Demographic, Economic Development Data, and Pipeline Updates

Coordination with and Outreach to Municipal, Transportation, Conservancy, Natural Resource, Housing, Agricultural, Economic Development, Energy, and Historic Preservation Partners, as well as the General Public

Geographical Information Systems Updates for Transportation, Historic Resources, Demographics, Land Use, and Other Topics

Administration of Planning Commission, Keep PA Beautiful Chester County, Housing Choices Committee, and Environmental and Energy Advisory Board