

Borough of Malvern  
Planning Commission Regular Meeting Minutes  
January 15, 2009  
Approved Minutes

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A regular meeting of the Planning Commission was held on Thursday, January 15, 2009 at the Malvern Municipal Building. Members present included Christopher Mongeau, David Knies, Diantha Stevens, Cecelia Oswald, Vicki Sharpless and William Coffey.

CALL TO ORDER

Chairman Mongeau called the meeting to order at 7:35 p.m.

CHAIRMAN'S REPORT

Motion was made by Chairman Mongeau to postpone the review and approval of the minutes from the January 8, 2009 meeting until the next scheduled meeting. Dr. Knies seconded the motion. The motion was approved unanimously.

Chairman Mongeau stated that the next Task Force Meeting will be held sometime during the last week of January and the first week of February. At that time a draft of the ordinance relating to the East King Street Development will hopefully be approved by the Task Force. Upon approval the draft ordinance, it will be given to the Planning Commission for review.

TREASURER'S REPORT

Ms. Stevens stated the total yearly spending for 2009 was \$1891.19.

NEW BUSINESS

Ms. Oswald handed out copies of an outline from a seminar that was given to school board members, which pertained to the recent changes to the "Right-to-Know Act" This act deals with public records. Ms. Oswald discussed very briefly the highlights of the seminar and how the changes in the act may affect the Planning Commission. She specifically asked that each member to review the sections that pertain to email. She encouraged each member to set up an email account to be used only for business concerning the borough of Malvern. Each member was in agreement that it would be prudent for each member who does not already have an email that is solely used for Planning Commission business to do so.

OLD BUSINESS

Mr. Gerry O'Connor of O'Connor Carpentry discussed the zoning change request by Andrews Management for the property located at 101 Church Street. The property is currently zoned as R5 and Andrews Management would like it changed to C3. Andrews Management is seeking a recommendation from the Planning Commission to Borough Council to change the zoning district.

Mr. O'Connor explained that when the renovations are complete, the ground floor would be retail/professional space and the first floor residential apartments. The roof will be repaired and part of it will be replaced but the total height of the roof will not change. Mr. O'Connor's plans for 8 parking spaces in the rear and a possible 2 more parking spaces in the front of the building. Each floor of the building is approximately 3,650 sq ft.

Chairman Mongeau reminded the members that once this zoning is changed to a C3 there will be no need for any variances. Also, the Firehouse is located adjacent to a C3 zone.

Motion was made by Dr. Knies to recommend to Borough Council that the zoning at 101 Church Street be changed from R3 to C3. The motion was seconded by Mr. Coffey and unanimously approved.

Mr. John Grant, Consultant and Mr. Glen Morris, Project Manager from Stantec Consulting Services discussed the review letter prepared by Mr. Dan Daley, the Malvern Borough Engineer, concerning the Malvern Station tunnel and parking lot improvements on behalf of SEPTA.

SEPTA submitted a Preliminary Land Development Plan for tunnel and parking lot improvements to the Malvern R5 Station. The plan proposes to reconfigure, expand and pave the parking lot located north and south of the existing railroad line. The plan also proposes improvements to the pedestrian circulation between inbound and outbound platforms and parking facilities. These improvements include a new pedestrian tunnel under the railroad and extensive stair and ramping systems to the existing platforms.

Mr. Morris stated that this project would take approximately 15 to 18 months to complete. The tunnel would be the longest phase of the construction and would take 6 months to complete.

Zoning Ordinance – Section 2002.G – A transit conditional use overlay district will be used to eliminate the need for some of the requested variances concerning lot coverage.

Section 2307 – SEPTA has reviewed and will comply with the Borough's requirements concerning a lighting plan.

Section 2501.D.1 – The existing parking spaces at the site meet the Borough's current requirement of 180 square feet exclusive of driveways, aisles and maneuvering space requirements. The proposed parking stall dimensions of 8-1/2 x 17' does not meet the Borough's requirements. The current zoning requires 9' x 18' parking spaces the narrower stall dimensions are needed to maximize the proposed parking which will add an additional 27 parking spaces.

Section 2501.D.9 – SEPTA will provide one way circulation through the parking lot and keep the drive aisle to 20 ft.

Section 2501.D.10.a.2 - SEPTA will not agree to any more than 12 consecutive parking spaces before an island is required. This is a waiver request will be part of the transit conditional use overlay district.

Section 2501.D.10.b.1 – SEPTA is meeting with the shop owners that border the train station to discuss a buffer strip between the property lines and the parking lot paving required by the Borough.

Section 300.B.2. &C.and.301 – An Existing Resources and Site Analysis Plan will be prepared as requirement of the Four Step Design Process.

Section 300.H – SEPTA has complied with this request and has notified all individuals and entities within one hundred feet of the proposed land development.

Section 301.B – An Existing Resources and Site Plan has been prepared and will be submitted to the Borough Engineering.

Section 301.C - As a part of this process, the Planning Commission has agreed to an on-site visit.

Section 502.J – SEPTA will install a 3-way stop sign at the west side of the entrance to the parking lot.

Section 514.B – SEPTA is asking for a waiver to create a shared space between the Malvern train station and adjoining shop owners. However, SEPTA agreed that curbing will need to be added to the outer perimeter of the parking area.

Section 515.A. & B – SEPTA agreed to add sidewalks along Warren Ave, south of the rail lines along with a striped pedestrian walkway to the parking lot on the north side of the rail line.

Section 515.C – SEPTA will construct a sidewalk along Warren Avenue but requests that maintenance and snow removal of the sidewalks to be the responsibility of the Borough.

Section 516 – SEPTA will add benches, trash cans and lighting in keeping with Olde Towne Malvern design standards.

Section 517 – SEPTA's has agreed to meet with the Malvern Engineering Office to discuss the storm water management design to comply with the Borough of Malvern Storm Water Management Ordinance 2005-06.

Section 525- SEPTA plans to meet with the Shade Tree Commission and the Planning Commission to add necessary green space and trees as required. SEPTA plans to add green space to the north side of the parking lot and will comply with all requests.

SEPTA will submit a draft of the transit conditional use overlay district ordinance to Chairman Mongeau prior to the next meeting.

#### PUBLIC COMMENT

Mr. Harlan from the Harlan Brothers recommended that the Fire Chief be contacted concerning the SEPTA train station improvements to ensure that all requirements are met.

The motion to adjourn the meeting was made by Ms. Stevens. Dr. Knies seconded the motion. The motion was unanimously approved. The meeting was adjourned at 9:34 p.m.

Minutes taken by Janeen Paidá