



MEMORANDUM

TO: Borough Council
Mayor Uzman

FROM: Tiffany M. Loomis, Planning Commission Secretary

DATE: March 11, 2022

RE: 2021 Report for the Malvern Planning Commission

This report will provide a summary of the activity of the Malvern Planning Commission during the 2021 calendar year. Members of the Planning Commission during 2021 were as follows:

- David Knies, Ph.D.
- Mark Niemiec – ***Resigned from the Planning Commission as of November 18, 2021 due to being appointed to Borough Council as a Member***
- Chris Mongeu
- Geoff Rubino
- Carroll Siquett III, Chairman
- Zoe Warner, Ph.D., Vice-Chairwoman
- Scott Oswald
- Brian Hamilton – Member as of November 18, 2021 versus Alternate Member
- Alternate Member vacancy as of November 18, 2021

As always, the Planning Commission commends the Borough Council for providing high-quality, professional support to us during the year. This has included:

- **Borough Solicitors:** Wendy McLean, Esq.; Alyson Zarro, Esq.; and Kenneth Kynett, Esq.
- **Borough Engineers:** Dan Daley, P.E. and Michael Conrad, P.E.
- **Borough Land Planners:** Brandywine Conservancy
- **Borough Management:** Christopher Bashore and Tiffany M. Loomis

Conditional Use Applications

During the course of 2021, the Planning Commission received one (1) conditional use application located at 147 W. First Avenue. The plan proposed the demolition of the existing house on the

parcel at 147 W. First Ave. and the construction of a new single-family detached dwelling unit. The proposed house was 4,144 sq. ft. on a lot with a net lot area of 16,632 sq. ft. The Borough amended its Zoning Ordinance pertaining to area and bulk requirements outlined in the R3a zoning district, to allow the permissible building coverage maximum to 20%, which is permitted to be increased to up to 25% subject to Conditional Use approval. The plan proposed a 25% building coverage for the subject lot.

The Planning Commission unanimously recommended to Borough Council that the conditional use approval be denied.

Subdivision and Land Development Applications

During the course of 2021, the Planning Commission received a sketch plan for 551 Sugartown Road. An additional lot is being created proposing a single family dwelling. No further applications were filed on this matter after the Planning Commission's initial review.

Zoning Hearing Board Applications

During the course of 2021, the Planning Commission reviewed and issued recommendations on the following applications before the Zoning Hearing Board:

1. 421 Monument Avenue

Applicant proposes to build a two-story garage on the subject property located in the R3a Residential District and seeks the following variance from Section §220-2401 to construct a garage with an access driveway with a height that will exceed the fifteen feet (15') height limitation for accessory structures, and such other related relief as may be required.

A recommendation was made unanimously to Borough Council to not send the Borough Solicitor to the Zoning Hearing Board Hearing.

Ordinance and planning documents

During the course of 2021, the Planning Commission conducted reviews of the following planning documents and ordinances:

1. 2012 Comprehensive Plan Update

A Comprehensive Plan Task Force was created and appointed by Borough Council in October 2020. Dr. Dave Knies, Ph.D., Dr. Zoe Warner, Ph.D., and Chris Mongeau are three (3) of the eleven (11) members appointed to the Task Force. Starting as of November 2020 meetings are held every third (3rd) Wednesday from 7:30 PM to 9:00 PM via Zoom Conference, which continued through Year 2021. The Brandywine Conservancy has been appointed as the Consultant for the project and had determined an eighteen (18) month to twenty-four (24) month timeline to complete the revision.

2. The Planning Commission, as a majority, recommended the adoption of the proposed ordinances to Borough Council:
 - **Street Tree Requirements and Plan Material List – Adopted by Borough Council**
 - **Outdoor Dining/ Café Regulations – Adopted by Borough Council**

3. The Planning Commission discussed the following educational topics, in order or priority, during Year 2021:
 - **The PA Sunshine Act**
 - **Understanding the Current Zoning for the Institutional and Limited Industrial Zoning Districts**
 - **Stormwater Management**
 - **Updating Malvern Borough’s Official Map**
 - **Environmental Ideas for Property Owners**
 - **Reevaluation of Approach to Sidewalks**

Please let me know if you have any questions. Thank you.