

1. CALL TO ORDER: David Knies, Chair  
Amy Finkbiner, Vice-Chair  
Lynne Hockenbury, Commissioner  
Chris Mongeau, Commissioner (Absent)  
Mark Niemiec, Commissioner  
Geoff Rubino, Commissioner  
Carroll Siquett, Commissioner

Also Present: Neil Lovekin, Assistant Borough Manager/Secretary

2. APPROVAL OF MINUTES:

A motion was made by Amy Finkbiner, seconded by Carroll Siquett and carried by a vote of 6-0, to approve the minutes of Thursday, July 7, 2016, as submitted.

3. PUBLIC COMMENT:

Dave Knies informed all present that copies of the agenda are available at the front entrance. Citizens/taxpayers were advised that Public Comment is the time to offer comments on any item on the agenda to bring any issues/concerns before the Planning Commission.

a) MALVERN PREPARATORY SCHOOL – DEVELOPMENT PROPOSAL

Owner/Applicant: Malvern Preparatory School                      Zoned: I1 - Institutional  
418 South Warren Avenue    Tax Parcel: 2-07-0034.000E  
Malvern, PA 19355

Jim Bannon, Architect and Ted Caniglia, Director of Finance and Facilities for Malvern Preparatory School presented a proposal, dated August 1, 2016 for eliminating the temporary classroom trailers in a two-phase approach.

Jim Bannon acknowledged that a zoning variance will be required, per Section 1602.E of the Borough's Zoning Ordinance regarding the minimum horizontal distance between buildings.

Lynne Hockenbury asked which buildings have been recognized by the Chester County Historical Society as being of historical significance.

Ted Caniglia stated Malvern Preparatory School has three (3) such buildings: 1) Tolentine; 2) Good Counsel; and 3) Austin Hall.

Mark Niemiec asked what if any plans Malvern Preparatory School has for its athletic fields.

## PLANNING COMMISSION

August 4, 2016

Page 2

Ted Caniglia stated there are no plans to build on the fields, rather they will remain in use for events. The fields are used for school related activities and may only be rented by students, no outside lease/rental agreements exist.

Lynne Hockebury asked what available land the School has remaining that is buildable.

Ted Caniglia stated after the construction of Phase II, the remaining lands that are buildable are the athletic fields. The School does not foresee any reason that the fields would be built upon.

#### 4. NEW BUSINESS:

##### a) RANDOLPH WOODS PRESENTATION

Mark Niemiec provided a summary of a report compiled by Joseph Bones and himself regarding the condition of Randolph Woods and possible maintenance issues and suggested activities.

Mark summarized the report by mentioning encroachment onto parkland from adjoining Willistown residents and the building of bike trail obstacles that may be in conflict with the covenants of the conservation easement held by the Willistown Conservation Trust.

##### Report highlights:

- i. There should be a wayfinding sign at the intersection of First and Ruthland Avenues prior to the entry of Randolph Woods that is north of the Borough Maintenance Garage.
- ii. Consideration should be given to establishing a dog leash-free zone in the lower open space area. Car access to this area should be limited to official or authorized vehicles only.
- iii. Borough Council should consider partnering with Willistown Conservation Trust and Willistown Township to manage the encroachment issues that exist with the properties on Duffryn Avenue and Greentree Lane, which board Randolph Woods.
- iv. Bike trail building efforts should be stopped and the trails restored to natural condition or the trail building should be sanctioned and managed to avoid hazards such as holes and interference with walkers.
- v. The wetlands should be managed to limit the expansion of phragmites to preserve the natural habitat. The dumping of materials down the bank of the Borough maintenance lot that borders the wetlands should be prohibited.
- vi. The Borough should continue to support the cleanup days for Randolph Woods sponsored by the Crum Creek Watershed Association.
- vii. The roadway entering Randolph Woods should be scheduled for resurfacing.

## PLANNING COMMISSION

August 4, 2016

Page 3

viii. The Borough should request Willistown Township install and maintain a trash receptacle at its entrance to the Duffryn Trail.

ix. Public uses for the old pumping station should be considered.

Planning Commission recommended forwarding the report to Christopher Bashore, Borough Manager for inclusion in the Borough Council's September 6<sup>th</sup> Meeting. Mark Niemiec agreed to be present at the Council Meeting to address possible questions or concerns Council may have.

### b) ORDINANCE UPDATES

No new business.

## 5. OLD BUSINESS:

### a) PLAN REVIEW PROCESS

Dave Knies provided a flowchart of the current Sketch Plan process. He requested Commissioners review the current process and identify areas that may need to be revised.

### b) WAYFINDING SIGNAGE

Dave Knies stated that he meet with Chris Bashore, Borough Manager and Neil Lovekin, Assistant Borough Manager to discuss next steps in erecting wayfinding signage throughout the borough. Borough Administration will coordinate with the other volunteer committees in identifying one (1) representative to participate in a taskforce to agree upon design, placement and information presented on the signs.

### c) BOROUGH COUNCIL UPDATE

Carroll Siquett provided an update of actions and discussions that occurred at the Tuesday, August 2, 2016 Borough Council Meeting.

### d) ZONING HEARING BOARD – OPEN APPLICATIONS

Dave Knies reminded Commissioners of the upcoming hearing for 203 East Broad Street regarding the variance request for exceeding maximum lot coverage. The Hearing is scheduled for Tuesday, August 16, 2016 at 5:00 p.m.

### e) ZONING HEARING BOARD - DETERMINATIONS

No determination pending.

PLANNING COMMISSION

August 4, 2016

Page 4

6. ADJOURNMENT:

All business having been discussed, a motion was made by Geoff Rubino, seconded by Amy Finkbiner and unanimously carried by a vote of 6-0 to adjourn the meeting at 9:32 p.m.

Respectfully submitted,  
Neil G. Lovekin  
Assistant Borough Manager/Secretary