

1. CALL TO ORDER

PRESENT:

David Knies, Chair
Lynne Frederick, Commissioner
Chris Mongeau, Commissioner
Geoff Rubino, Commissioner
Carroll Sinquett, Commissioner
Zoe Warner, Commissioner

ABSENT:

Mark Niemiec, Vice-Chair

Staff & Professionals Present:

Christopher Bashore, Borough Manager

2. APPROVAL OF MINUTES

Lynne Frederick noted corrections on page 3 of the minutes from the January 17, 2019 meeting relating to the historic map that was reviewed.

A motion was made by Carroll Sinquett, seconded by Lynne Frederick, and carried by a vote of 6-0, to approve the minutes of Thursday, January 17, 2019, as amended.

3. UNFINISHED BUSINESS

a. Alternate Planning Commission Member

Zoe Warner asked about the status of the appointment of an alternate member to the Planning Commission. Christopher Bashore stated that he will speak with the Borough Solicitor with what would be required to appointment an alternate member.

4. NEW BUSINESS

a. 156 West King St. – ZHB Application

Christopher Bashore stated that the Zoning Hearing Board application for 156 West King Street has been withdrawn by the applicant.

b. Malvern Planning Commission – Right-to-Know Law Clarification

Dave Knies stated that a memorandum was prepared by the Borough Solicitor in regards to the Right-to-Know Law and how it relates to the Planning Commission. Christopher Bashore reviewed the memorandum with the Planning Commission, noting that any correspondence via email is subject to disclosure through the Right-to-Know law. It was noted that discussion about applications before the Planning Commission should occur at publicly advertised meetings and not via email. Christopher Bashore stated that if emails are received from a member of the

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public to a member of the Planning Commission, then that correspondence should be immediately forwarded to Neil Lovekin as the Planning Commission Secretary.

Dave Knies discussed the previous process documents bylaws of the Planning Commission and their status. Dave Knies stated that he will locate the most recent addition. Christopher Bashore summarized the history of the discussion to the best of his knowledge.

c. Section 181-511.F. of the Subdivision & Land Development Ordinance

Christopher Bashore stated that Borough Council directed the Planning Commission to review section 181-511.F. of the Subdivision & Land Development Ordinance for possible amendment and/or deletion. A memorandum discussing this topic was distributed. It was noted that the current minimum lot size or widths do not correspond to this provision. The Commission discussed the content of the memorandum and the language of the current section. Chris Mongeau recommended amending the section to simply state that lots shall be regularly shaped. The Commission was in agreement with this recommendation.

On motion of Carroll Sinquett, seconded by Lynne Frederick, and carried by a vote of 6-0, the vote to recommend that section 181-511.F. of the Borough's Subdivision & Land Development Ordinance be amended to remove the requirement that the depth of lots shall generally not exceed their width by more than 2 ½ times.

d. Section 220-2301 (Historic Preservation Standards) of the Zoning Ordinance

Christopher Bashore stated that Borough Council directed the Planning Commission to review section 220-2301 of the Zoning Ordinance pertaining to Historic Preservation Standards. Lynne Frederick stated that she has the previous drafts that were discussed prior to the adoption of the current ordinance in 2015. Lynne Frederick reviewed the history of the current ordinance. Dave Knies recommended that a working group of members of the Planning Commission and the Historic Commission be established. Dave Knies stated that anyone interested should contact Lynne Frederick. Chris Mongeau expressed an interest in working on the update. The Commission agreed that this is something that should be completed in 2019.

5. OPEN ZONING HEARING APPLICATIONS

Christopher Bashore stated no new applications have been submitted for the Zoning Hearing Board. The next scheduled hearing is for March 25, 2019, in which the property owner of 331 Old Lincoln Highway is appealing the determination of the Zoning Officer for violations of the Borough's Zoning Ordinance regarding the keeping of motor vehicle parts outdoors. As this application is an appeal to the Zoning Officer's determination, the Planning Commission does not need to review for any planning issues.

6. BOROUGH COUNCIL UPDATE

Carroll Sinquett stated that at the Tuesday, February 5, 2019 meeting of Borough Council, the items of discussion included: 1) Approval of the minor subdivision at 155 Channing

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Avenue, 2) the destruction of certain Borough records, 3) signal upgrades, and 4) the Borough's franchise agreement with Verizon for FiOS service.

7. 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.

Zoe Warner, 3 Goshorn Drive, asked about the rental sign for a property on King St. Dave Knies recommended that this be brought to the attention of the Zoning Officer.

Patricia Marcozzi, 221 Channing Avenue, stated that a recent pamphlet on night classes in Chester County is offering courses on how to properly raise chickens.

8. ADJOURNMENT

All business having been discussed, a motion was made by Lynne Frederick, seconded by Chris Mongeau, and carried by a vote of 6-0 to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Christopher Bashore
Borough Manager