

## **Borough of Malvern**

### **Planning Commission Regular Meeting Minutes**

**September 4, 2014**

#### **Approved Minutes**

A regular session of the Planning Commission was held on Thursday, September 4, 2014 at the Malvern Municipal Building. Members present included: Tom Burns, Amy Finkbiner, Dave Knies, Chris Mongeau, Geoffrey Rubino and Carroll Sinquett.

Also present: Neil Lovekin, Assistant Borough Manager; Wendy McLean, Borough Solicitor; and Daniel Daley, Borough Engineer.

Chairperson Knies called the meeting to order at 7:34 pm.

Minutes: August 21, 2014 approved as corrected.

#### **SALDO: 347 Old Lincoln Highway – Review and Recommendation**

L. Patrick Spellman, P.E., Project Manager  
Yerkes Associates, INC

Letters dated July 31, 2014 and August 29, 2014 from Daniel H. Daley P.E. to Sandra Kelley, Borough Manager, were reviewed. Mr. Rubino recused himself.

The Planning Commission looked at 347 and 361 together. The parcels have a common property line but are two separate subdivisions and have two different owners. Discussion included front yard set-backs, the private road, photograph of existing structure for the Historic Commission and grading of both subdivisions. Builder(s) have not been identified. The house on 361 has not been demolished as yet. Zoning relief has been obtained.

The letter from Daniel Daley dated July 31, 2014 was reviewed line by line and Mr. Spellman stated that they will comply with all recommendations contained in the letter.

Wendy McLean explained the provisions of the court order regarding the private road and the role of the Planning Commission as relates to the order. Daniel Daley described previous plans to improve the private road and what he described as the “big picture” for future development at the end of the road. The Planning Commission agreed to recommend widening of the private road to 18 feet.

The developer must still contact AQUA about the water lines for the subdivision. The storm water recommendations do not present a problem.

A grading easement will be required for the Solicitor’s approval at final approval if the storm water grading is not modified on the existing plan.

Amy Finkbiner moved and Chris Mongeau seconded that the Planning Commission recommend approval of preliminary plan application 14-01, 347 Old Lincoln Highway, subject to the following conditions:

1. Compliance with Dan Daley's review letters dated 7/31/14 and 8/29/14;
2. Either preparation of a grading easement for the Borough Solicitor to recommend approval of the final plan, or modification of the grading to not encroach over the eastern property line, and
3. With the following waivers:
  - (Four-Step Design Process): Grant waiver.
  - (Old Lincoln Highway width): Grant waiver.
  - (Private street width): Grant waiver with the condition that the applicant widen the street to 18', rather than the 16' shown, to improve access for two-way traffic and fire apparatus.
  - (Lot line orientation): Grant waiver in accordance with sketch plan discussions.
  - (Private street curbs): Grant waiver in accordance with sketch plan discussions.
  - (Private street sidewalks): Grant waiver with the condition of a fee-in-lieu of construction.

The motion carried unanimously.

The Developer expects to meet with Borough Council before returning to the Planning Commission.

### **Historical Commission Ordinance**

Discussion included the timeline for adoption, adding “substantial” to the roof statement on deterioration, and some small edits proposed by Amy Finkbiner.

Dave Knies moved and Carroll Sinquett seconded that the Planning Commission recommend to Borough Council that they begin the adoption process.

The motion carried unanimously.

### **MPC Sidewalk/Signage Review**

Chris Mongeau thanked everyone for their effort. Sidewalk Survey 2014 forms were distributed. They match the previous methodology. Forms should be completed by mid-October.

Neighborhood Planning Area Assignments are as follows:

- Carroll Sinquett – 2, 3, 5, 8 (Church & east) and 9
- Amy Finkbiner – 8 (Woodland & west), 14 and 15
- Chris Mongeau – 10 and 11
- Geoff Rubino – 16, 17 and 18
- Tom Burns – 6 and 7
- Dave Knies – 1, 4, and 13
- Dana Carosella – 12

**Old Business/New Business**

Dave Knies announced that Neil Lovekin will soon be the principal point of contact for most Planning Commission matters.

Dave also explained that he will be meeting with Sandra Kelley and Neil Lovekin to document the SALDO process for future applicants.

The meeting was adjourned at 9:55 pm.

Recorded by  
Marty Laney