

1. CALL TO ORDER

COMPREHENSIVE PLAN TASK FORCE PRESENT:

Dr. Helise Bichefskey, DO

Mr. Joe Bones

Dr. Amy Finkbiner, Ph.D.

Mr. Danny Fruchter

Mr. Fran Givnish

Dr. Dave Knies, Ph.D. (**VICE-CHAIRMAN**)

Mr. Chris Mongeau (**CHAIRMAN**)

Ms. Cathy Raymond, Esq.

Ms. Julie Raynor

Mr. Brian Walker

Dr. Zoe Warner, Ph.D.

ABSENT:

None

Staff & Professionals Present:

Mr. Christopher Bashore, Borough Manager

Ms. Meredith Mayer Braine, Brandywine Conservancy

Ms. Kate Clark, Chester County Planning Commission

Ms. Tiffany M. Loomis, Assistant Borough Manager & Zoning Officer

Ms. Jennifer Leister Reitz, Thomas Comitta Associates

Mr. John Theilacker, Brandywine Conservancy

Chairman Mr. Chris Mongeau called the meeting to order and asked if anyone was interested in taking the role as Vice Chairman. Dr. Dave Knies, Ph.D. expressed interest.

A motion was made by Ms. Julie Raynor, seconded by Mr. Joe Bones, and carried by a vote 11-0, to approve Dr. Dave Knies, Ph.D. as the Vice Chairman.

Chairman Mr. Chris Mongeau addressed that a Secretary needs to be appointed on behalf of the Comprehensive Plan Task Force and recommended Ms. Tiffany M. Loomis.

A motion was made by Ms. Cathy Raymond, Esq., seconded by Dr. Dave Knies, Ph.D., and carried by a vote 11-0, to approve Tiffany M. Loomis as the Secretary.

Chairman Mr. Chris Mongeau addressed that the meetings will run ninety (90) minutes in length and thanked everyone for their attendance.

2. WELCOME & INTRODUCTIONS

Ms. Meredith Mayer Braine introduced herself on behalf of Brandywine Conservancy, as the project manager for this project, presenting the Agenda via power point presentation.

Chairman Mr. Chris Mongeau and Mr. Christopher Bashore had each appointed Comprehensive Plan Task Force member introduce themselves and give a brief summary as to why they were interested in being a part of the task force.

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Mr. John Theilacker, Associate Director, introduced himself on behalf of Brandywine Conservancy and gave a project overview via power point presentation.

Ms. Jennifer Leister Reitz, introduced herself on behalf of Thomas Comitta Associates, as a certified planner that will be consulting on this matter.

Mr. John Theilacker addressed that previous experience in this kind of planning exercise is not required to be part of the Comprehensive Planning Task Force. He further explained that this process will take approximately two (2) years and thanked everyone for their contribution.

### 3. CHESTER COUNTY VISION PARTNERSHIP PROGRAM GRANT FUND

Ms. Kate Clark, introduced herself on behalf Chester County Planning Commission, as a Community Planner. Chester County Planning Commission is patricianly funding this project through the Vision Partnership Program Grant Fund. Her role is to ensure compliance is met with the Chester County Comprehensive Plan, the grant requirements, and offered to be available for any questions the task force may have.

### 4. PROJECT SCOPE AND TASK FORCE MEETING SCHEDULE OVERVIEW

Ms. Meredith Mayer Braine, Brandywine Conservancy reviewed the project scope via power point presentation, that may be requested from her office, referencing the Malvern Borough Application that was submitted to the Chester County explaining the application submission.

Both the Borough Engineer and a Traffic Engineer will additionally be involved in the Malvern Comprehensive Plan revision.

She further explained that all of Malvern Borough's mapping, natural resources, historic resources, community facilities, parks/ recreation/ & open space, and etc... will be updated accordingly through this process.

The demographic data will also be updated to assist with population forecasting and housing projections using 2010 Census data due to the 2020 Census data not yet being available. This data will be collected via surveys as well.

Ms. Jennifer Leister Reitz addressed the Community Visioning exercise/ meeting to be scheduled in the near future, which is preferred to be held publicly, to encourage input from the Malvern Borough Community to better understand how to revise the current Comprehensive Plan.

Ms. Meredith Mayer Braine explained that 2012 vision statement regarding the goals and objectives, Task 1.7, Task 1.8, and the urban center revitalization plan will be updated during this process. Ms. Jennifer Leister Reitz will be heavily be involved in these updates due to her expertise in these areas.

Ms. Meredith Mayer Braine explained that Malvern Borough will be incorporating climate resiliency themes into its revised Comprehensive Plan versus having a separate chapter on energy. Guidance will be weaved through the revised comprehensive plan to address changing climate conditions over the next ten (10) years.

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Sections 1.9 and 1.10 addresses traffic and public infrastructure that both the Traffic and Borough Engineer will be responsible for recommending the appropriate updates.

Additionally, the appendices will be updated to correspond with all revisions.

There is a two (2) year time frame to update the entire comprehensive plan. Meetings will be held the third (3<sup>rd</sup>) Wednesday monthly from 7:30PM to 9PM via Zoom Conference until safe to meet in person. A schedule has been circulated to the Task Force.

Ms. Meredith Mayer Braine asked about having a meeting in December in 2020 given the Holidays.

Mr. John Theilacker then addressed the Community Visioning process occurring in late winter/ early spring and asked everyone to keep this in mind when scheduling the meetings. An outdoor event is preferred to address this matter.

Ms. Jennifer Leister Reitz expressed that it is best to schedule the Community Visioning meeting in January 2021 and make a decision whether to hold the meeting virtually or in person.

Mr. Danny Fruchter commented on the planning meeting on Landscape's 3 regarding Main Street playing an important role in revising Malvern's vision statement. He has requested permission to discuss this matter directly with Ms. Jennifer Leister Reitz and how important it is to get as much feedback as possible from the public regarding the Community Visioning session.

Vice-Chairman Dr. Dave Knies, Ph.D. commented that he is for having a December 2020 meeting.

Mr. Christopher Bashore confirmed that the Randolph Woods Committee as of last year held meetings in December.

Chairman Mr. Chris Mongeau is in agreement that a December meeting be scheduled. He does not have an issue with Mr. Danny Fruchter speaking with Ms. Jennifer Leister Reitz regarding brainstorming for the revision of the Vision Statement.

Dr. Amy Finkbiner, Ph.D. commented that she is available for the December meeting via Zoom and that an outdoor in person may occur April 2021 at soonest.

Ms. Cathy Raymond, Esq. commented that the Community Visioning session would be held best in person due to many residents not having the technology to be part of the meeting virtually and is in agreement with Mr. Danny Fruchter that it is important go get as much feedback from the public as possible. She is available for the December 2020 meeting.

Chairman Mr. Chris Mongeau & Mr. Christopher Bashore took a poll of the task force and more than half can be in attendance at the Wednesday, December 16, 2020 meeting. The meeting has been officially scheduled for Wednesday, December 16, 2020 at 7:30PM via Zoom Conference.

Mr. Danny Fruchter commented on that 7PM may be a better time to have the meeting.

Chairman Mr. Chris Mongeau is in favor of having the meeting at 7:30PM and Mr. Danny Fruchter agreed.

Vice Chairman Dr. Dave Knies, Ph.D. commented that the Visioning Session needs to be in person and suggested finding a venue with a large area to hold the meeting.

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Mr. Christopher Bashore & Chairman Chris Mongeau suggested using the Public Works facility, Fire House, School, or Malvern Borough Hall.

Mr. Danny Fruchter suggested using a church facility.

Chairman Chris Mongeau redirected the meeting to continue moving through the Agenda items for this evening's meeting.

### 5. PLAN UPDATE EXPECTATIONS OF THE TASK FORCE MEMBERS

Ms. Meredith Mayer Braine reviewed the tentative schedule for the next two (2) years with the draft revision of the comprehensive plan being reviewed during Fall 2021 and final revisions taken place in December 2021 for potential adoption in Spring 2022.

Ms. Meredith Mayer Braine opened the floor to the Task Force regarding their ideas and vision for the Comprehensive Plan revision.

Chairman Mr. Chris Mongeau commented that his goal is to be effective and efficiently create a vision that will be reflected by the zoning and subdivision ordinances.

Dr. Amy Finkbiner, Ph.D. commented that her goals are to complete a visioning statement due to it not being completed before, adequately addressing the economic development plan, and finish this process in a timely manner to address the ordinance updates that need to occur.

Mr. Brian Walker commented that his goal is to build awareness that there is a community plan that will be in affect ten (10) plus years using the awareness to get the community involved.

Ms. Cathy Raymond, Esq. commented that her goal is to involve the public where they fully understand and are aware of the comprehensive plan and the visioning program that will be utilized for the Malvern Community.

Mr. Danny Fruchter commented that his goal is to focus on the visioning session as the keystone to get the Malvern Borough Community involved to create consistent ordinance amendments. He suggested that the Green Objectives of the Landscape 3 Plan be integrated into the plan and further commented that creating a vibrant downtown is imperative. Additionally, he addressed cultural diversity being a component of this.

Vice-Chairman Dr. Dave Knies, Ph.D. commented that his goals are to address stormwater management, addressing the older trees in the Borough, the future of the Retreat House property due to the decline of religious, emergency management planning, the continuing power outages addressing power generation and distribution, sidewalks and updating the official map.

Mr. Fran Givnish commented that his goal is to address this process with fresh ideas due to being new to the subject matter.

Dr. Helise Bichfskey, DO. commented that her goal is to address the park and recreation portion of the comprehensive plan revision for the sustainability for Malvern Borough by becoming more green and getting the Community involved. She is in agreement with all goals mentioned thus far.

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Mr. Joe Bones commented that his goals are to address sidewalks, the Retreat House property, and creating achievable/ obtainable goals within a ten (10) year period. He referenced the North Warren Avenue project that took seven (7) years to complete.

Ms. Julie Raynor commented that her goals are to address the sidewalks, the walkability study/ multi-model study creating updated maps, bringing the Community into the process, emergency management planning given the Pandemic, and dealing with the competing demands of housing and development on the community.

Dr. Zoe Warner, Ph.D. commented that her goals are to address green/ blue/ & grey infrastructure, economic development, shape our ordinances in a way that will add value to the Malvern Borough Community, and sidewalks to create walkability.

### 6. POLICY ON ADDRESSING PUBLIC COMMENTS

Ms. Meredith Mayer Braine will be emailing the timeline of events to all staff, consultants, and Task Force Members.

### 7. PUBLIC COMMENT

Chairman Mr. Chris Mongeau reminded everyone that the meeting end time of 9:00PM is approaching and urged the Comprehensive Plan Task Force to end the meeting.

### 8. ADJOURNMENT

Chairman Mr. Chris Mongeau adjourned the meeting at 9:01PM.

Respectfully submitted by,

Tiffany M. Loomis  
Assistant Borough Manager & Zoning Officer