

1. CALL TO ORDER AT 7:49 P.M.

PRESENT:

David Knies, Chair  
Mark Niemiec, Vice-Chair  
Chris Mongeau, Commissioner  
Geoff Rubino, Commissioner  
Carroll Sinquett, Commissioner  
Zoe Warner, Commissioner

ABSENT:

Staff & Professionals Present:

Neil Lovekin, Assistant Borough Manager/Zoning Officer

2. APPROVAL OF MINUTES

A motion was made by Mark Niemiec, seconded by Chris Mongeau, and carried by a vote of 5-0, Carroll Sinquett abstained since he was absent for the meeting, to approve the minutes from the August 15, 2019 meeting of the Planning Commission, as submitted.

3. UNFINISHED BUSINESS

a) COMPREHENSIVE PLAN – STATEMENT OF WORK – BRANDYWINE CONSERVANCY

Dave Knies reviewed with the Commission a potential scope of work for a grant application to the Chester County Vision Partnership Program. Previously, the Borough received funding through this program in order to complete the *Malvern Borough-wide Multimodal Transportation Study*. The proposed application would be an update to the Borough's 2012 Comprehensive Plan, with an update of the 2009 Revitalization Plan. In order to complete the application, a proposal was requested from the Brandywine Conservancy to determine an appropriate project cost for the application. Borough Council has asked for the Planning Commission's feedback to reduce the scope of work to a more manageable list of deliverables.

On Tuesday, August 27, 2019, Dave Knies met with Chris Bashore, Borough Manager, and Neil Lovekin, Assistant Borough Manager/Zoning Officer, to review a spreadsheet that he had created that summarizes the specific areas of the Statement of Work for the Comprehensive Plan. The spreadsheet embodies the Planning Commission's recommendations for specific areas of the Statement of Work in terms of inclusion (i.e. Green), inclusion with a reduced scope (i.e. Yellow), or exclusion (Red).

Commissioners focused their discussion on *Tasks 1.4 – Vision, 1.5 – Electronic Public Surveying, and 1.6 – Combining Sections of the Existing Comprehensive Plan with the Proposed Updated Comprehensive Plan*, represents the development of a forward-looking vision for the Borough through the extensive inclusion of the public and the business communities in the planning process.

## PLANNING COMMISSION

September 5, 2019

Page 2

Dave Knies mentioned 'We Work' in the Boston area is a shared-office space, where small businesses and individuals rent space instead of a building and/or floor.

Zoe Warner asked for clarification as to whether the Brandywine Conservancy would be providing expertise for the Historical Resource section of the Comprehensive Plan. Dave Knies said this section could be a separate Scope of Work for a more thorough plan update.

Zoe Warner recommended that *Section 1.10 King Street Concentration* of the Statement of Work be reduced in scope by eliminating 10.10.5.2 that deals with office / flex space. It is important to include and reach-out to the retail / business survey and be included in public meeting discussions.

Zoe Warner wants the Borough's Comprehensive Plan to focus on regional issues that are contributed by surrounding municipalities (i.e. East Whiteland Township and Willistown Township), such as transportation. Geoff Rubino was in agreement with Zoe's recommendation.

Dave Knies said the Chester County Planning Commission will conduct its review with a focus on the correlations of the Borough's Comprehensive Plan with the surrounding municipalities.

A motion was made by Chris Mongeau, seconded by Mark Niemiec, and carried by a vote of 6-0, to update the Statement of Work for the Comprehensive Plan, as prepared by the Brandywine Conservancy dated June 10, 2019, in accordance with an updated spreadsheet as prepared by Dave Knies dated August 29, 2019, with Tasks 1.10.5 and 1.11 with focus on regional collaboration, as amended.

#### 4. NEW BUSINESS

- a) No 'New Business' was on the agenda for discussion.

#### 5. ZONING HEARING BOARD APPLICATIONS

Neil Lovekin stated that at their meeting on August 26, 2019, the Zoning Hearing Board heard applications for 107 Mountain Laurel Lane and 545 South Warren Avenue (i.e. Malvern Veterinary Hospital). For the application for 107 Mountain Laurel Lane, the Zoning Hearing Board voted to grant the requested relief, conditioned on compliance with the testimony presented and submitting the plans to the Borough Engineer for a determination on stormwater management controls. Regarding the application for Malvern Veterinary Hospital, the Zoning Hearing Board voted to grant the requested relief.

Neil Lovekin stated that there are no new Zoning Hearing Board applications.

#### 6. BOROUGH COUNCIL UPDATE

Carroll Sinquett stated at the September 3, 2019 meeting of the Borough Council, items discussed included: 1) A presentation for the Delaware Valley Regional Planning Commission's

## PLANNING COMMISSION

September 5, 2019

Page 3

Regional Streetlight Procurement Program. The project would involve the conversion of the Borough's streetlight system to LED; 2) Bid award for North Warren Avenue Transit Project; 3) Appointment of members to the newly formed Sustainability Committee; and 4) Bid award for the paving of the 200 block of Church Street.

### 7. PUBLIC COMMENT

David Knies advised all present citizens/taxpayers that Public Comment is the time to offer comments on any item not on the agenda and to bring any issues/concerns before the Planning Commission.

Geoff Rubino will be emailing commissioners an article from the Philadelphia Inquirer about the 5<sup>th</sup> Generation cell transmitters that are being installed on utility poles in neighboring municipalities, such as East Whiteland Township on Route 30 – Lancaster Avenue.

Mark Niemiec stated the Randolph Woods Ad Hoc Committee will be meeting with three agencies that submitted proposals to draft the Master Park Plan for Randolph Woods at its next meeting scheduled for Wednesday, September 11, 2019.

### 8. ADJOURNMENT

All business having been discussed, a motion was made by Geoff Rubino, seconded by Carroll Sinquett, and carried by a vote of 6-0 to adjourn the meeting at 8:57 p.m.

Respectfully submitted by,

Neil Lovekin  
Planning Commission Secretary