

**West Nottingham Township  
Planning Commission  
MEETING MINUTES  
February 7, 2017**

The West Nottingham Township Planning Commission held its regular monthly meeting on Tuesday, February 7, 2017. Meeting was held in the Municipal Building, 100 Park Road, Nottingham, Pennsylvania.

**IN ATTENDANCE:**

**Board members:**

Neal Camens (Chairman)  
Dennis Byrne (Vice Chairman)  
Robert Rohrer  
David Ross  
Steve Reeves  
Charice Russell, Secretary

**Other Township Officials and Members of the Public**

Tiffany Bell (Township Supervisor)  
Scott Moran (CEO)  
Pete Eisenbrown (Township Engineer, LTL Consultants)  
Brian Novello  
Joshua Hodgson

The meeting was called to order by, Neal Camens, at 7:31 p.m. followed by the Salute to the Flag. David Ross asked that there may be a moment of silence in observation of the passing of Township Supervisor, Eric Todd, on January 27, 2017.

A motion to approve the meeting minutes from the January 3, 2017 meeting, as presented, was made by Robert Rohrer, and seconded by David Ross. The motion passed with Steve Reeves abstaining.

**LAND DEVELOPMENT PROJECTS**

There are no projects at this time.

**SUBDIVISION PROJECTS**

**Novello Subdivision (Preliminary Plans)**

Discussion of Township Engineer, Pete Eisenbrown's, review letter of revised plans. (A copy of the Engineers letter is available from the secretary upon request.) Pete stated that he is waiting to hear back about the driveway agreement and from the Health Department about sewage. There was some confusion as to whether the applicant had properly submitted paperwork to the Health Department and/or DEP since he had not yet received a response from them. There was brief discussion of what address would be given to the subdivided section that would be appropriate for use by emergency responders. Pete noted that, in regard to storm water management, the initial plan had two underground storage basins, and that the current plan has one above ground basin. There was some discussion whether the township would do the review for soil disturbance, or whether it should be given directly to the Chester County Conservation District to review. It was decided that the applicant would submit an E&S Plan to the Conservation District for review and acceptance. The applicant questioned where to find additional information on item 12. regarding Section 703.A. of the Storm Water Management Ordinance. He was informed that the agreement that he needs to submit is available online. During the meeting, David Ross found and emailed a link to the applicant's wife's email address to help with this process. There was discussion between the Planning Commission and the Township Engineer as to whether the PC should now pass the plans on to the Board of Supervisors. Neal stated that the PC prefers to have less outstanding issues, and therefore less that the BOS may have to deal with, before passing it along. Pete informed the applicant that it will be tabled for tonight, the applicant should address the issues discussed, and resubmit his plans to generate a shorter letter from the Township Engineer, that the PC would then feel comfortable passing to the BOS. Pete mentioned that, in the interim, the BOS could still review the driveway agreement when the Township Solicitor had finished a draft, and consider the two waivers from the PC. He also spoke about what the escrow amount would be for Act 167

compliance, but this will be based on information yet to be supplied by the applicant, to produce a cost estimate. There can be no discussion until this information is supplied. Pete also suggested that there may be some items and paperwork dealing with the building/permitting phase of the project that the applicant can be working on, concurrently, that could expedite his actual start of construction.

**Wicklow Land Development (Subdivision) /Final**

No new information. Extension granted until the end of the year.

**NEW BUSINESS**

There was no new business discussed.

**OLD BUSINESS**

**Discussion of Township Engineer's list of suggested items to be placed on Ordinance review list:**

There was discussion between the Planning Commission and Township Engineer, Pete Eisenbrown regarding the four items he has suggested for review with a mind to changes that may be made to ordinances.

The first ordinance deals with wetland delineation (Zoning Section 905). It was suggested that wording could be changed for guidelines that would be a cost saving device for smaller "mom and pop" developments.

Pete's concern with the requirement to have the Township Engineer sign all subdivision plans (SALDO section 403.25.F) was that it will not always be logistically easy for this to happen in a timely manner, or without added cost.

Pete was also concerned about the need to post financial security to meet the requirements for Act 167 Storm Water Management guidelines (Section 110), and suggested a change in wording to have it geared more toward small projects to help defray costs. There was then some discussion on the amount of discretion the Township will have to make the suggested changes.

Pete then noted that in SALDO Section 308.2 a "minor plan" currently allows 10 lots. He believes that this is a very generous number and there followed a suggestion for more substantial wording for specific situations. David Ross specifically suggested changing the SALDO to actually create two different levels of criteria.

**ORPC**

David Ross reported on multiple items that were discussed at the January meeting of the ORPC. The Oxford Region Emergency Management POD (Point of Dispensing, for widespread, emergency medication) drill that was held at the Penn's Grove School, that was considered a success, but they can always use more volunteers. The Ochterera Hotel will be opening soon. The Oxford Borough Council is hopeful that they will have sufficient grants to be able to move forward with the proposed parking structure by the end of the year. Upper Oxford was approached by a law firm, which represents groups of municipalities, in negotiating placement of cell phone towers. The County claims that they will have a pump-out data base up and running at least by June, this could be very helpful with the township's implementation of the Act 537 Component 2M. NFWF (National Fish and Wildlife Foundation) has come up with another grant to the Environmental Finance Center on behalf of the six municipalities for coming up with finance strategies for meeting the requirements of the MS4. The ORPC passed their budget for the year which included the annual fee to the municipalities, if needed, but waived the fee as it is not needed at this time. There had been some discussion about the frustration the municipalities have over the inability of the Fire Department to present coherent financial accountability.

**Act 537 Component 2M**

Township Engineer, Pete Eisenbrown, reported that Kelly Sweeny had taken a preliminary look at the ordinances he had drafted up for the township and gave him a two and a half page report of her comments and suggestions. Pete reported many of the comments were to eliminate “DEP” or to eliminate some items all together. There were one or two items he would like to discuss with Kelly to clarify the wording on. And there were a few items that have some legal implications that he would like to talk to the Township Solicitor, Helen Esbenshade about as well. It was decided that a copy of the report would be forwarded to the Planning Commission members for review and to provide any comments or input they may have. The final package could then be put together for BOS approval so as to begin the comment period. There followed some discussion of how to maintain a database and what information would be required. It was suggested that the wording include allowance for “an equivalent/alternative system” if it becomes available, referring to a possible county-wide database.

**ADDITIONAL DISCUSSION**

There was discussion during the meeting about the manner in which the possible ordinance changes, listed on page two of the agenda, could be categorized. It was decided that there will be three subdivisions within this group as follows; Zoning, Storm Water (Act 167) , and SALDO.

**PUBLIC COMMENT**

There was no public comment.

**ANNOUNCEMENTS**

Neal Camens stated that the Board of Supervisors would not be holding their February 14<sup>th</sup> meeting, and that it may be rescheduled. They will be having their February 28<sup>th</sup> meeting as scheduled. Neal also acknowledged the passing of Township Supervisor, Eric Todd on January 27, 2017.

**ADJOURNMENT**

A motion to adjourn the meeting at 8:56 p.m. was made by Dennis Byrne, and seconded by Robert Rohrer. Motion unanimously approved. Meeting adjourned.

Respectfully submitted,

Charice Russell, Secretary