

**AGENDA  
EAST NOTTINGHAM TOWNSHIP  
REGULAR PLANNING COMMISSION MEETING  
February 28, 2011**

- I. *Call meeting to order*
- II. *Pledge of Allegiance*
- III. *Approve Agenda*
- IV. *Public Comment on Agenda*
- V. *Approve Minutes*
  - January 24, 2011
- VI. *Subdivision/Land Development Plans*

Planning Commission Meeting Protocol

In the *Subdivision/Land Development Plans* section of the agenda, under the heading of "TOWNSHIP ENGINEER REVIEW LETTERS" the township's engineer will go over his review letter with the Planning Commission and the applicants, if they are present. The Planning Commission requests that the applicant wait until he is asked a question by the engineer or the chairman, or wait until the engineer's review of the plan is finished before directly addressing the Planning Commission.

**TOWNSHIP ENGINEER REVIEW LETTERS – Jim Gade, Stantec**

- Joe England Minor Preliminary Subdivision Plan

**DEVELOPERS REQUESTING TO BE ON AGENDA**

- Oxford Area Rec Authority – letter to Municipal Grants Coordinator

**SUBDIVISION PLANS THAT HAVE BEEN DENIED BY THE BOS**

- Lewis Tract – Final Subdivision Plan

**REQUEST FOR EXTENSION LETTERS**

- Timothy Bishop – Minor Subdivision Plan
- Joe England – Minor Subdivision Plan
- Stephen & Lydia Fisher – Minor Subdivision Plan
- David T. Muehlmann – Minor Subdivision Plan
- Meadowview Estates (Frost) (Option 1)

**OTHER SUBDIVISIONS IN PROCESS (FYI)**

- Langston - Major Subdivision Plan
- Liz Miller – 2003 Preliminary Subdivision Plan
- Wilson King – Final 2-Lot Subdivision & Land Development Plan
- Wicklow – Final Subdivision Plan

- VII. *Ordinances*
  - Transferable Development Rights (TDR)
- VIII. *Correspondence*
- IX. *Old Business*
  - Oxford Area Recreation Authority - Sign plans
- X. *Planning Commission Members*
- XI. *Recognition of Visitors*
- XII. *Adjournment*

**East Nottingham Township  
Planning Commission Regular Meeting Minutes  
February 28, 2011**

The regular meeting of the East Nottingham Township Planning Commission was held in the Township Building on February 28, 2011 at 7 pm. Those present were: Planning Commission Chairman Shannon Wells, Vice-Chair Janice Gavin, Members, John Wallace, Walt Leis, Rick Orner, Art Rieck and Planning Commission Secretary, PJ Scheese. Member Robert Williams was absent.

The meeting was called to order at 7:04 p.m. by Chairman Shannon Wells.

The Pledge of Allegiance was led by Vice-Chair Janice Gavin.

**A motion was made by Art Rieck, seconded by Walt Leis, to approve the agenda.**

**Aye: 6      Nay: 0**

**A motion was made by the John Wallace, seconded by Art Rieck, to approve the regular meeting minutes for January 24, 2011. The motion passed.**

**Aye: 6      Nay: 0**

**Subdivisions & Land Development Plans**

**Township Engineer Review Letters**

**Joe England Minor Subdivision Plan**

Jim Gade reviewed his letter, stating that most of the outstanding issues have been addressed since this review letter was issued on February 24, 2011. He stated that all zoning issues have been resolved but for the landscaping requirements, which the applicant wished to discuss directly with the PC. The one SALDO issued still unresolved re: section 22-403.D.6 regarding the two existing drain fields on lot 2 is still open. Also under General Comments Mr. Gade states that there are a number of outstanding issues which still need to be resolved from the previous Land Development Plan submitted by Elam Riehl.

Joe England, applicant, represented himself. He stated he wished to discuss the parking and landscaping issues. He plans on putting in between 200 and 300 feet of arborvitae to screen the building and parking from the road. He also stated that there were ten parking spaces already on the lot and requested some latitude regarding that issue, as it will depend upon what the use of the building will end up being. Jim Gade agreed when PJ Scheese suggested that the parking space issue could be resolved at the same time a change of use and occupancy permit is applied for. Mr. England stated that he would put in the arborvitae, but requested that the PC not require that it be put on the plan before a recommendation for a conditional approval be approved by the PC. Mr. England stated that he has been working with Ron Ragan, the Township Engineer who worked on the Riehl LDP, to get those items resolved. The lighting has been remedied. Mr. England also stated that although there was some confusion regarding the size of the trash dumpster, that he would do what the original LDP required. One item, the basin, cannot be addressed until the spring and so Mr. England has asked for a recommendation to the Board for a conditional approval and that he will put a note on the plan that this will be remedied when weather allows.

There was some discussion regarding locating a recorded plan for the Elam Riehl Land Development Plan.

**A motion was made by John Wallace, seconded by Janice Gavin, to recommend to the Board approval of this plan, with the following conditions:**

- 1. Notes will be put on the plan indicating the following:**
  - a. That the basin will be modified to what the Chester County Conservation District has required.**
  - b. That the appropriate sized trash dumpster will be installed on the property where the Elam Riehl LDP indicates.**
- 2. The number and location of trees will be put on the plan that is to be signed by the Board.**
- 3. A "clean" letter is obtained from Ron Ragan, indicating that it is acceptable that the outstanding issues in the Elam Riehl LDP, though may not be physically remedied at the time this plan is approved, will be noted on the plan.**
- 4. A "clean" letter is obtained from Jim Gade.**
- 5. A letter from the Chester County Health Department is received indicating its approval of the easements for the septic backup system for 807 Fifth Street.**

The motion carried.

Aye: 4      Nay: 0      Abstain: 2 (Rick Orner & Walt Leis)

***Developers Requesting to be on the Agenda***

PJ Scheese explained that the Oxford Area Rec Authority is requesting that the Planning Commission send a letter to the Municipal Grants Coordinator of the Open Space Preservation Department supporting the Rec Authorities application for a \$75,000 Grant. **A motion was made by Walt Leis, seconded by Art Rieck, to send the letter. The motion carried.**

Aye: 6      Nay: 0

***Subdivisions Plans that have been Denied***

PJ Scheese explained that since the applicant for the Lewis Tract Subdivision lost its litigation with DEP regarding its Planning Module. Therefore, the applicant's solicitor, Ron Agulnick, indicated that his client, Scott Cannon no longer has any interested in pursuing this subdivision. The Board of Supervisors, at their March 14, 2011 regular meeting denied this plan.

***Letters of Extension***

A motion was made by Walt Leis, seconded by Art Rieck, to request letters of extension for the following:

- Timothy Bishop Minor Subdivision Plan
- Joe England Minor Subdivision Plan
- David T. Muehlmann Minor Subdivision Plan
- Stephen & Lydia Fisher Minor Subdivision
- Meadowview Estates Preliminary Subdivision Plan(Frost) (Option 1)

to be date specific for June 15, 2011. The motion carried.

Aye: 6      Nay: 0

***Other Plans Currently in Subdivision or Land Development Process (FYI)***

- Langston – Preliminary Subdivision Plan
- Liz Miller – 2003 preliminary Subdivision Plan
- Wilson King – Final 2-Lot Subdivision & Land Development Plan
- Wicklow – Final Subdivision Plan

**Ordinances – Transferrable Development Rights**

It was requested that the Planning Commission review the information sent to them regarding this ordinance and to attend the next work session on March 21<sup>st</sup> when this will be discussed.

**Correspondence**

NONE

**Old Business**

NONE

**PC Members**

Art Rieck asked if the PC members should get together to discuss the TDR information. It was cautioned that this cannot be done with a quorum of the PC. PJ Scheese offered Mr. Rieck the option of coming to the township building to discuss this with her any time before the work session.

Janice Gavin made mention that the tax previously collected by Berkheimer is referred to in the ordinance using Berkheimer when there is a new tax collector. PJ Scheese said that she would check this out on the website.

PJ Scheese told the commission members that if anyone wished to go on a field trip to physically view all the properties where subdivisions are in the planning stage to call her to make arrangements for a tour.

Rick Orner asked PJ Scheese to find out from Ron Ragan if there is a recorded LDP for Elam Riehl.

**Visitors**

Nothing.

A Motion was made by Walt Leis, seconded by Art Rieck, to adjourn the meeting.

The meeting adjourned at 7:55 p.m.

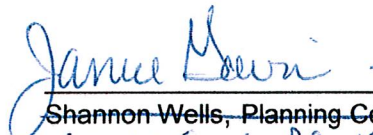
Respectfully Submitted,



PJ Scheese  
Planning Commission Secretary

APPROVED:

Date 3/28/11

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~~Shannon Wells, Planning Commission Chairman~~  
Janice Gavin, PC Vice-Chair

