

# WESTTOWN TOWNSHIP PLANNING COMMISSION MEETING

Stokes Assembly Hall  
1039 Wilmington Pike, Westtown Township  
Wednesday May 9, 2018 – 7:30PM

## **Present**

Commissioners – All Planning Commission (PC) members were present except for Chairman Richard Pomerantz (6). Also present were the Township Planning Director William Ethridge, and Township Solicitor Tony Verwey.

## **Call to Order**

Mr. Hatton called the meeting to order at 7:30pm and led those present in the Pledge of Allegiance.

## **Adoption of Agenda (JL/SR) 6-0 in favor**

## **Approval of Minutes of April 18, 2018 Meeting (JE/JL) 6-0 in favor**

## **Announcements**

- A) Two ordinance amendments recommended by the PC to the Board are in final text and were provided to the Board on 5/7/18 by the Township Solicitor (New Accessory Structure Setbacks and Converting an Accessory Dwelling Unit into a Rental by Special Exception).
- B) The Leiss Curative Amendments is undergoing Act 247 review.
- C) The Planning Commission and Comprehensive Plan Task Force will meet jointly at the regularly scheduled 6/6 Planning Commission meeting to vote on and recommend the Comp Plan Update to the Board of Supervisors.
- D) Mila Robinson will coordinate the 5/23 Planning Commission in place of Mr. Ethridge
- E) The Malvern School Conditional Use Application was accepted and is tentatively scheduled for June 20.

## **Public Comment – Non-agenda items**

There was none.

## **Old Business**

- A) Bi-directional Antenna Ordinance – Tony Verwey, Esq. Township Solicitor:  
PC members discussed the provision that violating the ordinance would result in a criminal penalty, and chose to keep that provision in the language. Mr. Verwey agreed that while it appears to be a stiff penalty, it is appropriate and there are various opportunities to come into compliance without being charged criminally. Members also noted that the appropriate Use Groups were not indicated in the text. Mr. Ethridge indicated he would forward that information to Mr. Verwey. PC members also agreed to allow the Zoning Officer to grant an extension to the 180 day period required to develop and implement a bi-directional antenna installation plan subject to cause, for a period of time left to the discretion of the Zoning Officer. PC members also asked for clarification regarding the language “Settings should not attenuate the rebanded public frequencies.” Mr. Hatton asked Mr. Ethridge to look into this

issue. They also asked Mr. Ethridge to look into the administrative process for filing an appeal to the West Chester Area Council of Governments.

- B) Sign Code Update – Tony Verwey, Esq. Township Solicitor  
PC members discussed how to express to Township residents the importance of the sign code update and recommended a 60 day information campaign before the ordinance takes effect. Mr. Ethridge noted that the Township can include a message in the quarterly bill, post a notice on the website, send a notice on the listserv, and contact the local chamber of commerce. PC members asked Mr. Verwey to include illustrations to assist readers with interpreting the Sign Code. He agreed to include illustrations in a future update of the Sign Code.

### **New Business**

PC – End of Year Report

Mr. Hatton mentioned that he is working with Kevin Matson on developing the report. PC members suggested that Kevin's recent letter should be added to the list of ongoing recommended Ordinance changes and not the year-end report.

### **Public Comments**

None

### **Reports**

**Board of Supervisors public meeting 5/7/18** – Jack Embick

### **Adjournment (EY/SR) 6-0**

Mr. Hatton adjourned at 9:08m.

Respectfully submitted,

William Ethridge  
Planning Commission Secretary