

Planning Commission (PC) Meeting Minutes
Monday, February 1, 2017, 7:30 P.M.

Attendees: Commissioners Gary Summers, Suzy Breiseth, Rob Miller, Meg Johnson, Matt Murphy, Mickey Bailey, Sean Rafferty.

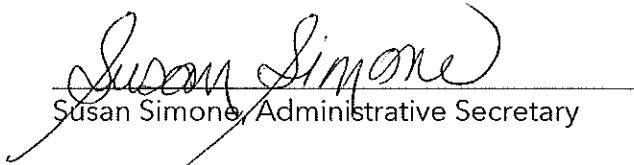
Consultant in attendance: Kristin Camp, PC Solicitor.

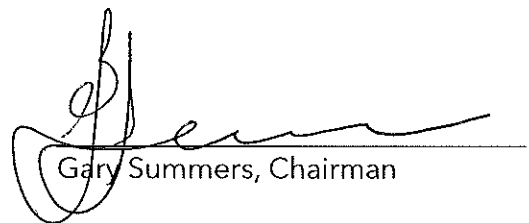
Public in attendance: 2

1. **Call to Order:** Summers called the meeting to order at 7:30 p.m.
2. **Public Comment:** no public comment.
3. **Ordinances:**
 - a. **Drafts**
 - i. Flood Plain Ordinance Update/FEMA - Camp reported that Attorney Kim Venzie and Township Engineer Kevin Matson have reviewed the draft ordinance. For the March meeting, Commissioners will have a draft highlighting sections that need to be discussed. The ordinance must be adopted by September 2017.
 - ii. Natural Features (250-87) Woodland, Hedgerow - Camp spoke to John Theilacker from Brandywine Conservancy with regard to the timber harvesting component, particularly in view of challenges facing East Nantmeal Township posed by the State Attorney General's Office. PC agreed that Camp should proceed with edits of Section 250.87.K.10 for the March meeting.
 - b. **Proposed for discussion**
 - i. Signage for shared driveways - as a follow-up to the January 18th meeting discussion, Secretary provided a preliminary, informal list of 33 parcels with shared driveways. In addition, correspondence was distributed from Po-Mar-Lin and Longwood Fire Companies indicating that they do not have written policies regarding safety requirements but do offer recommendations for address identification. PC also reviewed submission from Louise Wennberg, Chester County GIS/9-1-1 Senior Research Analyst, identifying Section 505 of the 2012 International Fire Code as guiding with regard to the height and width, and other specifics, for address numbers. Commissioners agreed that it would be a good idea to print the Fire Company responses in the Township newsletter. Camp suggested that the path forward for the PC would be to repeal Chapter 27 of the Township Code as the International Building Code (IBC) Fire Code is referenced in Pocopson Chapter 53, Article VI, Fire Code, which was adopted by the Township in December 2015. Requirements of the IBC Fire Code are included by reference in the Township Code. PC suggests that the Township provide the IBC Fire Code information to all residents and property owners with regard to posting legible, visible address numbers and that the Building Inspector routinely check for compliance as part of the building inspection process for all building permit applications whether the property is located on a shared driveway or not. The Building Inspector could also provide the emergency service provider comments when issuing a permit.

PC agreed that the Building Inspector would check the posting of address numbers at the entrance of a shared driveway to make sure those numbers delineate the direction for each address. MOTION: Miller moved, Rafferty seconded, that the Planning Commission considered a draft ordinance requiring address numbers of specific dimensions for shared driveways; therefore, following discussion, the Planning Commission recommends no new ordinance regarding addressing for shared driveways, but that the Secretary submit emergency services provider information for publication in a newsletter and on the website, as a reminder that residents are required to post address and building numbers in accordance with current state and local building codes, and that the address numbers posted for shared driveways be legible and visible; motion carried.

- ii. **Construction activities** - Summers indicated that a request was made to review Code references regarding construction activities. PC agreed that the current Noise and Nuisance Ordinances provide guidance with regard to construction activities.
4. **Upcoming Township Meetings:** Board of Supervisors will meet on February 13th; the next Planning Commission meeting will be Wednesday, March 1st.
5. **Approval of January 18, 2017 Planning Commission Minutes:** Breiseth moved, Rafferty seconded, to approve the Meeting Minutes dated January 18, 2017; motion carried.
6. **Other Business:** Secretary requested assistance regarding a Chester County Planning Commission Review and Comment Letter dated January 11, 2017 (Letter) regarding Final Subdivision - B. Ross Capps, West Bradford Township, 50-9-41, 205 N. Wawaset Road. Camp and PC agreed that the development of 2 lots in West Bradford Township as identified in the letter does not affect Pocopson Township. Secretary is directed to contact the County PC for clarification.
7. **Adjournment:** At 7:53 p.m., Johnson moved, Breiseth seconded, to adjourn the meeting; motion carried.


Susan Simone, Administrative Secretary


Gary Summers, Chairman