

**WEST WHITELAND TOWNSHIP
PLANNING COMMISSION
MINUTES**

Minutes of the second May meeting

May 18, 2021

This was a virtual meeting; all participants attended on-line via Zoom.

Members Virtually Present

Mark Gordon, Chairman
Dan Cote
Jeff Glisson
MaryFrances McGarrity
Ray McKeeman

Township Personnel Virtually Present

John Weller, Planning Director
Mimi Gleason, Township Manager

Rajesh Kumbhardare, Board of Supervisors Liaison

I. CALL TO ORDER

Chairman Mark Gordon called the meeting to order at 7:00 p.m. Due to the ongoing pandemic, the meeting was held virtually via Zoom, and Mr. Gordon asked that everyone observe video etiquette.

A moment of silence was observed for the members of the military that protect our nation and the first responders who protect us on a daily basis here at home.

Mr. Gordon announced that Joe Altimari has resigned his position on the Planning Commission. Members thanked Mr. Altimari for his service to the Township.

II. REVIEW OF MEETING MINUTES

MOTION: To approve the minutes for the meeting of May 4, 2021. (Glisson/Cote)

ACTION: Passed, 4-0-1, with Mr. McKeeman abstaining.

III. PUBLIC COMMENT

There was no public comment on items not on the agenda.

IV. PLANS

There were no plans for review by the Commission.

V. OLD BUSINESS

1. Revisions to the portions of the Subdivision and Land Development Ordinance (“S/LDO”) and Zoning Ordinance concerning the plan review and approval processes

John Weller reviewed his memorandum dated May 14, 2021, noting that this would be the second review of all the ordinance sections in the packet: changes previously approved by the Commission have been made, and the red-lining highlights newly proposed changes.

Principal changes to S/LDO Article II, Procedure for Development Plans:

- Elimination of separate preliminary and final plans in favor of a single “preliminary/final” submission; regulations still allow for a “preliminary approval” as required by the Municipalities Planning Code.

Principal changes to S/LDO Article III, Plan Requirements:

- Addition of a cover sheet to include a Table of Contents.
- Standards for electronic versions of plans will be addressed by the application form, as it is easier to change the form than it is to amend the Ordinance, which will likely be necessary due to changing technology.
- Location maps will require labels identifying roads and principal features.
- Impact studies will be required as part of conditional use applications. However, if a land development plan differs significantly from the approved conditional use, we will have the authority to require updated impact studies.

Principal changes to S/LDO Article IV, Design Standards. Mr. Weller noted that most of these changes were based upon consultation with our consultants as well as Ted Otteni, the Director of Public Works.

- Old §281-23.C regarding street system design was deleted as it was vague and therefore difficult to enforce; it was also noted that the curvilinear layout promoted by that section would not be appropriate in all situations.
- Street names and addresses will be reviewed by the Chester County Department of Emergency Services, which administers the 911 system.
- Correct citations to PennDOT publications have been added.
- The “clear sight triangle” requirement in §281-28.E(2) has been deleted as recommended by Mr. Otteni, as it applies to intersections without any “stop” signs or other traffic controls - a situation that no longer exists on public roads in West Whiteland.
- The minimum sight-distance table was replaced with a citation of PennDOT form M-9505.
- Asphalt requirements were made more generic.
- Minimum required sidewalk width is increased from 4 feet to 5 feet with an 18-inch setback from the cartway now required where possible. The minimum curb reveal on private property will be reduced from 8 inches to 6 inches and cited in the S/LDO Appendix.
- Our lighting consultant, Stubbe Consulting, advised revisions to our lighting provisions. Some to eliminate outdated standards and citations; others to address new lighting technology.
- There is now a stated limit to the brightness of under-canopy lighting.
- New standards applicable to LED lighting have been added, including limits on correlated color temperature (“CCT”) and luminaire backlight, uplight, and glare zone (“BUG”) light distribution ratings. CCT information must now be provided on lighting plans.
- Taller lighting poles are now allowed in non-residential areas, including parking lots.
- There is a new paragraph addressing non-conforming lighting.

Principal changes to Zoning Ordinance Article IX, Common Regulations:

- Most of the impact study requirements have been relocated to §325-124 as they are now required with conditional use applications. The requirement for a traffic impact study has been retained in §325-42, since there may be projects that do not require conditional use review, but for which a traffic study should be provided.

- Multi-modal transportation facilities are now addressed.
- The paragraphs describing “analysis of traffic impact” have been revised based upon the practices of our traffic engineer, McMahon Associates.

Principal changes to Zoning Ordinance Article XX, Administration:

- The impact study requirements for larger projects are now included here, in the section that addresses the conditional use process; the traffic impact study requirement cites §325-42.
- There are new requirements for recreation impact studies.
- Applicants are directed to coordinate with the Township Finance Director to identify the proper methodology for the fiscal impact analysis.
- Property owner are now specifically permitted to submit applications for amendment of the Zoning Ordinance, including the Zoning Map.

The Commission members expressed agreement with all the proposed changes. Mr. Weller said that the next, and likely final, presentation on this topic would include revisions to the Historic Resources Impact Study requirements and the section on environment and sustainability; McMahon has additional suggestions regarding the traffic impact study.

VI. ANNOUNCEMENTS:

We will have the second presentation of the Ship Run land development on the June 1 agenda; we also expect to have an informal presentation by Dunwoody Drive Outdoor.

VII. ADJOURNMENT

The meeting adjourned at approximately 8:00 p.m.

Recording Secretary,



John Weller, AICP
Director of Planning & Zoning