



EDGMONT TOWNSHIP PLANNING COMMISSION MEETING MINUTES

March 25, 2024

The regular monthly meeting of the Edgmont Township Planning Commission was held at the Edgmont Township Municipal Building, 1000 Gradyville Road, Newtown Square, PA 19073 and via Zoom on March 25, 2024, with a work session beginning at 6:30 PM followed by the regular meeting at 7:00 PM.

In attendance were: Vice Chairperson Josphe Raspa; Member Stuart Rosenberg; Hank Winchester (Virtual); Township Engineer Michael Conrad, P.E.; Township Planners Thomas Comitta & Erin Gross (Virtual); Solicitor Patrick McKenna, Esquire; Township Manager Neil D. Vaughn; and Assistant to the Township Manager Jessica Redding. There were fourteen guests in attendance: ten in person and four via Zoom.

During the work session, those in attendance reviewed the regular meeting agenda, and Township Manager Vaughn noted the 2023 Annual Report would be ready for the April Planning Commission meeting.

I. Call to Order & Pledge of Allegiance

- a. Vice Chairperson Raspa called the meeting to order at 7:00 PM with the Pledge of Allegiance.

II. Public Comment

None.

III. Approval of Consent Agenda

- a. A motion was made by Stuart Rosenberg to approve the consent agenda which includes the meeting agenda approval and the February 26, 2024, meeting minutes with a second by Vice Chairperson Raspa. There were no additional comments, and the motion passed unanimously.

IV. Township Operations Report

- a. Township Manager Vaughn presented the Township Operations Report, which is attached.

V. Old Business

- a. Conditional Use Application for Matthew & Ashley Traister, Steep Slope Conservation District, 4 Flyway Drive.
 - i. The applicant's attorney, Gina Gerber, Esq., introduced the plan to the Planning Commission. The plan is requesting conditional use approval to construct a single-family detached dwelling, associated driveway, and other appurtenances within the steep slope conservation district. Ms. Gerber noted variance relief has been requested for encroachment into very steep slopes for the driveway construction and to construct a retaining wall within five feet of the property line to the Zoning Hearing Board. The property owner, Matthew Traister introduced himself via Zoom and stated his excitement in the building process. Jack Robinson, JMR Engineering, touched on the following items from the Township professional's reviews:
 1. They are working to mitigate and reduce steep slope disturbance.
 2. The dwelling was shifted Southeast following the Planning Commission's site walk to reduce the encroachments into the steep slopes and eliminate an additional retaining wall around the back of the home.

3. The garage will be a side load garage to avoid driving directly into the garage after traversing the steep slopes portion of the driveway.
- ii. Township Engineer Michael Conrad provided the following feedback:
 1. Ms. Gerber mentioned a deck; however, the plan does not include a deck. The following plan should include a deck as it could impact the design of the stormwater management system.
 2. As the storm bed location is conceptual, the applicant needs to design the stormwater management system and BMPs to accommodate 100% of the stormwater runoff.
 3. Mr. Conrad noted a concern for the constructability of the retaining wall and what the design entails.
 4. Mr. Conrad recommends a guiderail along the driveway, and for the aesthetics to be taken into consideration.
 5. A recommendation was noted by the Planning Commission for a curb down the first third of the driveway to control waterflow.
 6. A recommendation was noted for a fence off the backside of the dwelling due to the steep drop-off.
 7. Mr. Conrad noted that the sanitary sewer connection may need fill to be brought in, in conjunction with the driveway construction.
 8. Mr. Conrad noted that the building height needs to be considered due to the slopes.
- iii. Hank Winchester inquired about the builder and site contractor. It was stated that Glen White will be the builder and site contractor.
- iv. The Township Planners noted that landscaping will be confirmed at the time of grading permit submission. Ms. Gross suggested that floor plan, colors and elevations be included in an updated EIA report submission.
- v. Mr. Robinson noted that all other comments the applicant will comply with. The applicant will be in front of the Zoning Hearing Board on March 26, 2024, for the requested Zoning relief.
- vi. Nancy Seweryn of Charter Oak Drive questioned the stormwater management system design and has concerns from runoff.
- vii. Stuart Rosenberg made a motion to recommend approval of the Conditional Use application for Matthew & Ashley Traister, for 4 Flyway Drive, to construction a single-family dwelling with association improvements within the Steep Slope Conservation District, pursuant to Sections 365-133.A & B of the Edgmont Township Zoning Ordinance conditioned as follows:
 1. Adherence to the review comments in the Thomas Comitta Associates, Inc. review letter updated March 18, 2024.
 2. Adherence to the Yerkes, Inc. review letter dated March 20, 2024.
 3. Installation of curbing on the first third of the west side of the driveway.

The motion was seconded by Hank Winchester. There were no additional comments and the motion passed unanimously.

- VI. New Business
 - a. None

VII. Upcoming/Ongoing Applications and Expirations

	Location of Development	Type of Application	Applicant	Application Date	Review Clock	Extension	1 st PC Mtg.	PC Recommendation	BOS Approval
1	535 Gradyville Rd.	Land Development	White Horse Village	6/2/2022	90 Days	Indefinite	6/27/22		
2	0 Landmark Drive	Final Subdivision & Land Dev.	Endress+Hauser	12/29/23	90 Days 4/21/24		1/22/24	2/26/24	3/12/24
3	1200 Blk. Gradyville Road	Prelim. /Final Subdivision & Land Dev.	Alan Mancill	12/1/23	90 Days 4/9/24		12/11/23	2/26/24	
4	4 Flyway Drive	Conditional Use	Matthew & Ashley Traister	12/12/23	60 Days 2/10/24	4/9/24	3/25/24		
5	West Chester Pike (ECF, B1)	Sketch Plan	Claude deBotton Trustee	11/16/23	N/A	N/A	12/11/23	N/A	N/A
6	4901 West Chester Pike (ECF, B1)	Conditional Use	Tired Hands Brewing Company	2/14/24	60 Days 4/14/24		2/26/24	2/26/24	3/12/24

VIII. Upcoming Meetings

- a. Chairperson Raspa announced the following upcoming Township Meetings:
 - i. Board of Supervisors
 1. April 9, 2024 - 6:30 PM Work Session, 7:00 PM Regular Meeting
 - ii. Quarterly Joint Work Session (Board of Supervisors & Planning Commission)
 1. April 9, 2024 – 5:30 PM
 - iii. Planning Commission
 1. April 29, 2024, - 6:30 pm Work Session, 7:00 PM Regular Meeting
 - iv. Zoning Hearing Board
 1. March 26, 2024 – 7:00 PM

IX. Adjournment

- a. Stuart Rosenberg made a motion to adjourn the meeting, with a second by hank Winchester. There were no additional comments and the motion passed unanimously. The meeting was adjourned at 7:58 PM.

Respectfully submitted,



Neil D. Vaughn
Township Secretary

EDGMONT TOWNSHIP OPERATIONS REPORT

MARCH 2024

- **Edgmont Preserve:** Permits and CO's continue to be processed and approved for the development.
 - Continued monitoring site construction during the month.
- **Runnymede Phase VII**
 - The bid package for base repairs and leveling course for Runnymede Drive in conjunction with the final paving has been completed and advertised. The bid is expected to be awarded at a Special Meeting on the Board on March 28th.
- **American Rescue Act Funding:** Continued work on executing the agreements/contracts for the projects approved at the November Board of Supervisors meeting. A quote to upgrade the sound system in the Township Meeting room has been received and will be on the March Board of Supervisors Meeting agenda for consideration.
- **Township Community Park Upgrades**
 - The bid for the project has been awarded to Albert Cipolloni Jr. & Sons, Inc. All associated paperwork for the project and grant is currently being completed.
 - All products for the project have been ordered and some of the items have been delivered to the Township.
 - Once all items have been received, the work schedule will be finalized with the contractor.
- **PECO**
 - The area of paving was found to have opened up along Runnymede Drive, near Mallard Drive has been repaired.
 - PECO contractor Valiant Energy Service will be completing pole replacement on Gradyville Road (from Middletown Road to Delchester Road), and Delchester Road beginning January 8, 2024. This project is expected to last 2-3 months and there will be lane closures in the work areas from 9:00 AM to 3:00 PM.
 - Attended a site meeting with PECO, who will be performing a reliability project in Cold Springs, which will upgrade the underground cabling within the development. This project started at the end of February and will last approximately 2-3 months.
- **Open Space, Trails & Recreation Plan Update**
 - Continuing to make progress on plan update.
 - The Township Planning Commission is currently reviewing the plan and will provide comments by March 15, 2024. Once the comments are incorporated, the plan will be sent to the Delaware County Planning Commission for review.
 - A Public Hearing for adoption will be scheduled for a later date.
- **Public Works / Maintenance**
 - Snow removal operations were completed for the various winter storms experienced thus far. The salt supply has been restocked.
 - Reset the traffic light at West Chester Pike & Providence Road after a UPS issue. Higgins followed up on this, reset and tested the UPS and everything is working normally.
 - Continued coordination meetings are held with staff, Neff Construction and Thornbury Township (Chester County).
 - Biweekly Public Works Staff meetings have begun again.
 - The initial road survey for the 2024 road projects will be on March 14, 2024.
- **Planning / Zoning Applications:**
 - **White Horse Village:** No update.

- **Save Edgmont Appeal:** This application has been continued until July 23, 2024.
 - **Endress + Hauser, Landmark Drive:** The Final Land Development application was recommended for approval at the February 26, 2024, Planning Commission Meeting. This will be on the March 12, 2024, Board of Supervisors meeting agenda for consideration.
 - **Edgmont Village:** No update. Applicant advised they are working on their Preliminary Land Development submittal.
 - **Mancill Subdivision, Three Lots (1200 blk. of Gradyville Road):** The application was recommended for approval at the February 26, 2024, Planning Commission Meeting. This will be on the March 12, 2024, Board of Supervisors meeting agenda for consideration.
 - **4 Fly Way Drive, Conditional Use for Steeps Slopes:** The Planning Commission conducted a site walk at the property on February 15, 2024. The applicant noted they will need Zoning relief as well, and is working on updating the plans as per the Planning Commission's comments at the site walk.
 - **Tired Hands Brewing Popup Biergarten Conditional Use:** The Planning Commission recommended approval of the Conditional Use application for Tired Hands Brewing to operate their popup Biergarten once again at 4901 West Chester Pike. This hearing will be held during the March 12, 2024, Board of Supervisors meeting.
- **Township Tenant House**
 - Continued work towards the creation of a bid package for the upgrades to the unit and met with a local contractor to help with the creation of the bid.
 - Checked at various times to ensure that there are no issues / frozen pipes.
 - **Township Cesspool/Septic System Replacement:** The bid package is being reviewed by the Township SEO.
 - **Staff Update**
 - An offer was extended to, and accepted, by Jessica Redding for the Assistant to the Township Manager position. Ms. Redding will start on March 11th.
 - The Ordinance Committee continue their work on the Gradyville Master Plan, Historical regulations, and general clean-up of various items. The Committee will reconvene to follow up on the comments received at the January Joint Work Session.
 - Continued work on the Canter Village Road dedication request.
 - Continued with Life Safety/Use & Occupancy inspections during the month.
 - Attended a meeting with Randy Bates at Thornbury Township regarding some shared services and regional emergency management options. This will be a topic for discussion at the March Board of Supervisors Work Session.
 - Working with the County Emergency Management Department on Hazard Mitigation Plan updates and informational updates.
 - Staff have attended various training courses throughout the month including stormwater management, code enforcement and operations, and township administrative updates.
 - Staff have been working on planning and preparation for the 2024 Township Community Events.
 - Met with White Horse Village stakeholders about their long-range planning efforts.
 - Attended the monthly Council of Governments Meeting.