SUSTAINABLE COMMUNITIES ASSESSMENT FOR EAST GOSHEN TOWNSHIP, CHESTER COUNTY

2nd DRAFT-5/24/2013

Overview

Between February and April of 2013, staff from the Brandywine Conservancy's Environmental Management Center (EMC) conducted a focused assessment of East Goshen Township's ordinances, plans, and policies (collectively, the "framework") as these pertain to community sustainability. Using the focused assessment approach allowed EMC staff to investigate East Goshen's broad and complex framework given limited time and resources, laying the groundwork for clear recommendations for future action during the comprehensive planning process.

"A healthy environment, one that is supported by sound land-use policies, is essential for healthy communities and strong local economies."

It may be helpful to define the term "sustainability". Sustainability is widely accepted to refer to: an approach that meets the needs of the existing generation while not compromising the needs of future generations, and protecting the rights of both. It is also commonly understood to mean the responsible use of natural resources such that renewable ones are not drawn down beyond their ability to regenerate, and non-renewable ones are used to the minimum possible extent. For example, applying this definition to the land-use component of East Goshen's environmental framework would mean an approach which promotes the redevelopment of underused commercial centers to have a mix of uses, which would conserve vital natural resources and promote a strong local economy.

Sustainability is often represented by the graphic shown here, at the center of the three nested circles: "environment," "society," and "economy." While this assessment looks principally at the outer, environmental, circle, it is clear that a healthy environment, one that is supported by sound land-use policies, is essential for healthy communities and strong local economies.

Specifically, we evaluated the following facets of sustainability: (1) Natural Resource Protection; (2) Water Quality & Quantity; (3) Land Use & Community Character; (4) Global Warming & Climate Change; (5) Renewable Energy & Energy Conservation; (6) Mobility & Transportation; (7) Community Health & Safety; and (8) Food Production & Security. Given the assessment's focus on ordinances, plans, and policies, we did not evaluate any of the Township's *operations* as they relate to sustainability (e.g., municipal vehicle types and fuels used; procurement of supplies). Nor did we address the major components of the societal and economic circles (e.g., local economies), since we believe these issues may better be addressed through the

comprehensive planning process per se. However, that being said, it would be impossible to entirely disentangle so-called "environmental impacts" from the social and economic dimensions.

Methodology

EMC staff attended two meetings in support of the focused assessment, held at the start of the process to gather information and perspective, on February 25th; and another on April 22nd to discuss this draft assessment. Present at both meetings were staff from the Township. In addition, written comments regarding the draft were provided by the Township's civil, sewer, and traffic engineers. This revision incorporates many of the comments received, and once accepted by the Task Force, will be forwarded to the Board of Supervisors for review and comment. The final SCA will be made part of the Township's comprehensive plan update, and its findings will be addressed through various recommendations for plan implementation. The intent is that this be an iterative process involving the interplay of multiple knowledgeable stakeholders. Extensive research and analysis was conducted to perform the actual assessment, using either the electronic or paper versions of the following documents:

Plans, Studies, and Reports	East Goshen Township Code
✓ Comprehensive Plan (2005)	✓ Ch. 106. Burning, Outdoor
✓ Open Space, Recreation, and	✓ Ch. 129. Energy Conservation
Environmental Resources Plan (1993)	✓ Ch. 131. Erosion and Sediment Control
✓ Act 537 Plan (1994)	✓ Ch. 156. Noise
✓ Act 209 Study (1997)	✓ Ch. 188. Sewers
- ,	✓ Ch. 194. Solid Waste
	✓ Ch. 195. Stormwater Management
	✓ Ch. 205. Subdivision and Land Development
	✓ Ch. 218. Trees
	✓ Ch. 240. Zoning

Results and Recommendations

The results of the focused assessment of East Goshen's efforts are provided in the charts that start on this page. These charts are organized according to the issues evaluated, while the symbols "+" and "x" are used to indicate the strengths and weaknesses, respectively, of the Township's current regulations, plans, and policies as they relate to environmental sustainability. For the same criteria, the letter "n" is used to note a neutral, or adequate, evaluation; i.e., the Township's efforts are neither significantly strong nor notably weak.

Eventually, as the comprehensive planning process continues and as East Goshen's priorities are better understood, recommendations will be developed that will address the most important deficiencies, and build on the greatest strengths, of the township. To do so now, without a clear understanding of the township's vision for a sustainable future, would be premature.

Key Documents & Abbreviations
Comp Plan: East Goshen Township Comprehensive Plan
OSRER: Open Space, Recreation, and Environmental Resources Plan
Act 537 Plan (Wastewater Plan)
Act 209 Study (Traffic Impact Study)

Zoning Districts		
§240-8: R-1 Low Density Open Space Residential	§240-14: C-1 Community Commercial	§240-19: I-1 Light Industrial
§240-9: R-2 Low Density Residential	§240-15: C-2 Local Convenience Commercial	§240-20: I-2 Planned Business, Research and Limited Industrial Park
§240-10: R-3 Medium Density Residential	§240-16: C-4 Planned Highway Commercial	§240-21: BP Business Park
§240-11: R-4 High Density Suburban Residential	§240-17: C-5 Government, Finance and Office	HR Historic Resource Overlay
§240-12: R-5 Urban Residential		

Natural Resource Protection

	P
General comments These apply to all items below.	 Comp Plan. Objective to prohibit development in highly sensitive environmental areas, and the use of best management practices in design and land development to protect natural resources. OSRER. Resource priorities have been mapped. X OSRER. Has not been updated since 1993. §205-14. The township has established a Conservancy Board that reviews all sketch, preliminary and final plans and makes recommendations for the purpose of preserving the township's natural features. §\$205-30 and -31. Preliminary and final plans to include Conservation Plan. §240-25. Requires all uses to be "developed in a manner consistent with the preservation of the quality of the existing environment and of any natural amenities present on the site." \$240-28. Single-family cluster development provides for opportunities to protect natural and cultural features.
Protect: floodplains Floodplain protection serves both to protect private property and conserve valuable ecological resources, and should consider downstream users.	 Zoning Map. Floodplains depicted on Zoning Map. §205-8. Basements, cellars and slab foundations prohibited. §240-26. Alluvial soils included within floodplains. n §240-26. Existing non-conforming uses and structures shall not be expanded or enlarged, except under certain conditions. x §240-26. Floodplain regulations largely focus on avoiding property damage and don't ensure protection of floodplain vegetation or prevent impervious surfaces therein. Protection of the floodplain's ecology also ensures the health, safety, and welfare of township residents.
Protect: riparian buffers Riparian buffers provide multiple benefits, from stormwater mitigation to wildlife habitat to aesthetics and more. Research has shown that benefits grow as the width of the buffer grows.	 + Ch. 195, §401.C. Stormwater management hierarchy prioritizes riparian buffers. + Ch. 195, §404.A(2). Riparian buffers to be maintained with appropriate native vegetation. n Ch. 195, §404.A(2). Riparian buffers to be minimum of 50'. Ridley Creek is a state-designated HQ waterway, and so carries a mandatory 150' buffer (when subject to an NPDES permit). + Ch. 195, Appendix C. Stormwater management ordinance includes "Riparian Buffer Technical Reference Guide."
Protect: woodlands & hedgerows It is hard to overstate the value of mature woodlands, which include wildlife habitat, stormwater mitigation, soil conservation, carbon	 Comp Plan. Woodlands mapped. §218-2. Ordinance prohibits damage to trees on township streets and property. §218-3. Requires the removal of diseased trees. n §205-7. Definition of Tree Protection Zone extends to the drip line. Tree roots typically extend

sequestration, mitigation of temperature extremes, improved property values, and much more.	twice that distance, however, and soil compaction over the roots can damage a tree. • §§205-30 and -31. Preliminary and final plans to include location of all trees 6" dbh or greater, and specifications for protecting existing trees that are to remain through construction. • §205-59. Existing trees to be preserved whenever possible. • §205-61. 80% of trees on wooded lots to be retained; up to 50% of trees may be removed if they are replaced on an inch-for-inch basis (among other conditions) on the same site or elsewhere in the township. • §205-63. Extensive requirements for protection of trees during construction activities. n §205-63.A(6). Damaged tree limbs to be pruned immediately. Should note that limbs should be pruned under the supervision of an arborist. x §240-6. "Forest" defined as a community of trees covering at least 10 acres. Interior woodlands may cover an area as small as ~3,600 sq. ft., or 0.08 acres. n §240-31.1. Detailed regulations for timber harvesting, but these regulations contain no recognition of the ecological value of the woodlands.
Protect: prime agricultural soils	n Comp Plan. Prime ag soils have been mapped.
Prime agricultural soils, essentially a non-renewable resource, produce an extensive array of crops with minimal energy input, and provide other significant benefits, such as infiltration, when left undisturbed.	x Ch. 240. Aside from definition of "prime agricultural land" and ability to protect open space through clustering, no specific provision for protection of remaining prime farmland soils or farms. n Ch. 240, Article II. Farming permitted by right in R-1 and R-2 districts. n Ch. 240, Article IV. Farming permitted by right in I-1, I-2, and BP districts.
Protect: wetlands & hydric soils Wetlands have been called "the kidneys of the Earth" for their ability to filter pollutants and maintain water quality. They also provide important wildlife habitat and can be a source of beauty.	+ Comp Plan OSRER. Wetlands and hydric soils mapped. x §205-7. Definition of Wetland Margin/Freeboard provides only a limited buffer, or possibly none at all in some cases. n §240-25. Requires delineation of all wetlands on a site; requires a 20' setback for all structures from identified wetland boundaries. Setback is not a protected buffer however.
Protect: steep slopes Steep slopes require protection primarily to prevent soil erosion and to protect downslope areas from flooding, but also provide valuable habitat.	 + Comp Plan & OSRER. Steep and very steep slopes have been mapped. + §205-7. Definition of Steep Slopes includes slopes of 15% grade or higher. n §§205-7 and 240-6. "Very steep slopes" never explicitly defined (but can be inferred). + §§205-30 and -31. Preliminary and final plans to include location of all steep (>15%) and very steep (>25%) slopes. + §240-6. Definition of Steep Slopes includes slopes of 15% grade or higher. + §240-25. Provides for extensive regulations of development on steep (>15%) and very steep

	(>25%) slopes.
Protect: rare species No one wants to be a party to extinction, which famed wildlife biologist E.O. Wilson refers to as "the death of birth."	Comp Plan & OSRER. Serpentine formations have been mapped. OSRER. PNDI sites mapped. \$240-25. Requires delineation of all Serpentine rock formations, as well as the identification of all rare or endangered plants present.
Protect: air quality	
From the municipal perspective, the primary means of protecting air quality are, (1) to provide for dense, mixed-use development that promotes human-scale transportation choices; and (2) to provide for green infrastructure, which cleanses the air of pollutants.	+ Ch. 106. Burning of municipal waste, brush, grass, and leaves is prohibited.
Identify, map and protect greenways	
Greenways represent a unique opportunity to connect disparate areas into one single whole, while also providing a showcase of a place's ecological wealth. They provide opportunities for recreation and non-vehicular mobility, and also provide wildlife with vital connections between natural areas.	+ OSRER. Open space areas and greenway corridors have been mapped. Unclear if up-to-date.

Water Quality and Quantity

Water Conservation

Ordinance prevents depletion of groundwater and surface water supplies It is important to ensure that water resources are not used at an unsustainable rate, both to protect ecological integrity and to ensure a sustainable water supply for human use.	 OSRER. Aquifers and headwater areas mapped. \$131-6.C(1). Post-construction runoff to roughly equal pre-construction and maximize infiltration. \$188-8. Ordinance prohibits pumping of ground and surface water, by means of a sump pump or floor drain, into sewer system. \$240-25.D. Prohibits activities which may result in pollution of groundwater.
Permit/promote harvested/recycled water (e.g., greywater systems, rain barrels) use Such measures reduce water consumption and save money and energy.	n No provisions.
Identify native and drought-tolerant plants for use in required landscaping plans Native plants are already adapted to the existing hydrologic conditions, and so do not require the extensive watering typical of introduced species.	Board Resolution 2011-20 added a recommended list of approved Township tree and street tree species, nearly all of which are native.

Water and Sewer Infrastructure

Utilize existing public water/sewer lines before expanding or increasing capacity	n Ch. 205. New buildings placed within certain distance of public sewer line must hook into system.
Controlling expansion of sewage capacity & water supply is a key element in growth management.	
Has a maintenance program for on-lot disposal systems (OLDS)	* Ch. 188, Article II. Routine maintenance and regular pumping of on-lot sewage disposal systems mandated by ordinance.
Ongoing maintenance of OLDS is essential for protecting water quality and ensuring the long-term viability of such systems.	

Ensure the future land-use plan directs any expansion of water, sewer, stormwater capacities Proper growth management links the expansion of public utilities to community-created plans.	+ Comp Plan. Recommends Act 537 Plan be updated, as needed, to be consistent with Comp. Plan.
Update the community's Act 537 plan based on the future land-use plan Since the future land-use plan represents the community's vision, the sewage plan (Act 537 Plan) should be consistent with it.	n Act 537 Plan. Act 537 Plan has been updated/amended as development plans are approved for specific properties. However, this ad hoc approach could be much improved.
Encourage spray/drip irrigation where use of existing treatment is not an option Spray/drip irrigation ensures the integrity of the local hydrologic cycle better than stream discharge plants, which send water and nutrients downstream, often requiring costly system design, operation, and upgrades.	Act 537 Plan: + East Goshen has one remaining spray irrigation system Hershey's Mill (2,032 EDUs). n Public sewage is treated at the Ridley Creek Sewage Treatment Plant (0.75 MGD) and the West Goshen (Chester Creek) Wastewater Treatment Facility (1.00 MGD).

Stormwater Management

Implement stormwater BMPs / green infrastructure

BMPs, aka "green infrastructure," represent lowcost, environmentally-integrated techniques for stormwater management, and can also create community amenities.

Ch. 195, Stormwater Management:

The township's stormwater management ordinance will soon be greatly revised, pending the completion of the county's Act 167 process. Those portions that will not be revised are largely the result of state mandates.

- **n §302.B.** For new impervious coverage that is exempted from quantity controls, infiltration only required to deal with 1" of runoff; if site conditions preclude infiltration, then detention of 1" is acceptable.
- + §401.C. Stormwater management hierarchy prioritizes riparian buffers and infiltration.
- n §401.D. Applicants "highly encouraged" to use BMPs and to minimize new impervious surface.
- **x §403.** Broadly speaking, the focus on peak discharge has led to poor water-quality outcomes, and is inconsistent with the new emphasis on volume control.
- + §406.O. Roof drains must discharge into a BMP providing infiltration.

	n §404.D. Design of stormwater management systems "should" consider protection of aquatic and wildlife habitat, streambank erosion, and volume control. n Appendix B. Storm frequency table, from 1986, outdated. Storm intensities now much greater and more frequent.
Require Low Impact Development techniques	n Ch. 195, §401.D. Applicants "highly encouraged" to use innovative site design techniques that
Low Impact Development (LID) is a design approach that focuses on conservation and use of natural features to protect water quality on-site.	minimize new impervious surface. + Ch. 195, §406.N. Minimization of impervious surfaces and infiltration are required. + §205-44.E(2). Board may reduce right-of-way and cartway widths for minor streets.
Require routine maintenance of stormwater management facilities	Ch. 195, §702. Drainage plan shall contain an operations and maintenance plan. Ch. 195, §704. The Township Engineer shall conduct routine inspection of all stormwater
Like all infrastructure, stormwater management facilities are subject to degradation over time, and therefore benefit from ongoing maintenance.	management facilities. + Ch. 195, §705. East Goshen Township has a stormwater management fund, which developers are required to pay into when facilities are accepted by the township for dedication.

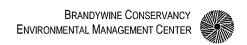
Land Use and Community Character

Land-Use Planning

Steer growth and new development to the most appropriate places within community/region	
Steering growth to existing population centers, such as villages, towns and cities preserves open space and helps to ensure more efficient use of existing infrastructure, while also promoting a sustainable local economy.	n Comp Plan. The Future Land-Use Map shows nearly all of East Goshen to be developed. n Zoning Map. All of East Goshen is zoned for development.
Participate in multi-municipal/regional land use planning	+ Comp Plan. Objective 2E supports regional planning.
Many issues are best dealt with on a regional rather than municipal basis, and efficiencies of scale can reduce burden on local budgets.	* East Goshen participates in the West Chester Regional Planning Commission, established in 1959; and the West Chester Area Council of Governments.
Ensure planning policies and regulations are consistent with regional growth management	
plans	n Comp Plan and Landscapes2. Most of East Goshen lies within the "Suburban Landscape," as
A municipality's policies and regulations are the tools which implement the local plan, and it only makes sense for them all to work in concert.	identified in Landscapes2. This is largely consistent with East Goshen's development pattern.
Increase density/intensity in urban and village areas where appropriate	+ Comp Plan. Township's southwest corner planned for urban and high density residential (3-14 du's/ac).
Greater intensity of use and density of population can reduce the per capita cost of infrastructure, helping a municipality's dollars to go farther, while	n Ch. 240. Areas in the southwest of the township have been zoned R-5 Urban Residential, and C-4 Planned Highway Commercial that allows two-story apartments and townhouses by conditional use approval.
also promoting a sustainable local economy.	+ Ch. 240, Article II. The R-4 and R-5 districts permit apartments at a density of 14.5 DUs/ac.
Encourage and/or incentivize infill development and redevelopment of previously-disturbed	+ Comp Plan. Several objectives in the Land-Use chapter support redevelopment at higher intensities, along with preservation of the remaining open space in the township.

lands	
Open space is a resource with limited capacity for regeneration, so it makes sense to encourage infill development and redevelopment of previously-disturbed lands.	
Adopt and implement Smart Growth principles	n Comp Plan. Recommends the development of a Town Center, which may not have been implemented.
Smart growth principles encourage the concentration of development in existing walkable & bikeable communities; transit-oriented development; mixing of uses; a range of housing & transportation options; a sense of place; distinct community boundaries; the preservation of open space and critical environmental resources; and community involvement in land-use decisions.	 + Ch. 205, Article V. The township highly encourages the submittal of sketch plans, which often lead to better developments, as well as less cost to the developer. + §205-58. Developers required to consider reserving space within their developments to accommodate community facilities such as schools. x Ch. 240. Requires a generally suburban development pattern, which segregates uses and requires residents to be auto-reliant. + Ch. 240. Generally promotes the preservation of sensitive environmental features and open space.
Allow for Traditional Neighborhood Development	
TNDs aim to be complete neighborhoods, with a mix of housing types, a network of well-connected streets and blocks, humane public spaces, and have amenities such as stores, schools, and places of worship within walking distance of residences.	n Ch. 240. No such provisions, although little vacant land remains in the township to warrant adding this tool. How redevelopment is someday managed to produce more sustainable developments needs to be considered.
Adopt Transferable Development Rights ordinance	
TDRs are a market-based tool, often used for the preservation of farmland and natural areas, by transferring the "development rights" from these areas to areas with the infrastructure to support more intense/dense development.	x No provisions.
Update municipal comprehensive plan to promote sustainability	n Comp Plan. The Comprehensive Plan reflects East Goshen's intentions to preserve remaining historic resources, open space, and particularly its commitment to protecting woodlands.

Nevertheless, much could be done to better promote sustainability, such as the creation of mixed-use zones and higher-density, more walkable neighborhoods. n The Town Center concept could potentially promote economic and social sustainability goals, yet the Plan's recommendations have not been pursued to date.
+ Comp Plan. Several objectives calling for the protection of the township's historic resources. + OSRER. Scenic and historic resources mapped.
 \$205-14. The township has established a Historical Commission that reviews all sketch, preliminary and final plans (when applicable) and makes recommendations for the purpose of preserving and promoting the township's historic and cultural amenities. \$240-20. Provides for protection of National Register of Historic Places-eligible buildings. \$240-38.2. East Goshen Township maintains a historic resources inventory. \$240-38.9. All requests for a demolition permit for historic resources must be forwarded to both the Historical Commission and the Board of Supervisors. An impact study is also required.
+ §240-38.5. A variety of uses are permitted in historic structures, in addition to the uses permitted in the underlying zoning district.
* Comp Plan. Objective to protect scenic vistas.
* §240-38.6. The Board may modify area and bulk requirements to facilitate re-use of historic resources.
+ Ch. 156. Township has adopted a thorough noise ordinance. n §240-24. Township repeats noise provisions, but in a different format, which may cause
confusion. + §240-8.E(7). In PRDs, lighting shall not be located so as to shine into habitable rooms or yards. n §240-24.G(2) Glare to be minimized. n §240-24.H. Light and glare controls. n §§240-24.H(2) and 240-27.C(7)(b). Allows use of translucent covers of luminaires, which



reduces glare but still permits some light pollution.	
+++++++++++++++++++++++++++++++++++++++	
Global Warming & Climate Change	

Greenhouse Gas Pollution Reduction	
Enact ordinances to encourage mixed use/Transit-Oriented Developments (TODs)	+ §240-16. Single-family detached dwellings and townhouses are permitted in the C-5 Highway Commercial district.
Mixed-use and transit-oriented development is the hallmark of strong, well-planned communities. By reducing reliance on fossil fuels, they also have a positive impact on climate change.	+ §240-20. Single-family detached dwellings in various configurations are permitted in the I-2 district. n §240-29.D. "Convenience commercial" permitted within planned apartment developments. However, the density of the surrounding population is not sufficient to support such commercial areas.
Enact ordinances to allow live-work units and home-based businesses in residential zoning districts	
In existing residential districts, a certain degree of "mixed-ness" may be achieved by permitting and encouraging live-work units and home-based businesses. In an economy struggling to provide full employment, opportunities to work at home may allow a person to remain in his/her home.	* §§240-9.E, -10.E, -11.E, and -12.E. R-2, R-3, R-4, and R-5 districts permits home occupations, home-related businesses and no-impact home-based businesses as accessory uses.
Incentivize green building techniques for new developments and redevelopment projects	
"Green" buildings have been shown to have greater value, be more affordable to maintain, be more attractive to certain demographics, and to have a high return-on-investment in terms of local employment.	x No such provisions have been made. Examples include density bonuses for LEED-certified construction; and the adoption of the Green Building Code (with state approval).
Promote and incentivize reforestation on open	 x No provisions within ordinances that require reforestation with new or re-development. + Conservancy Board actively pursues reforestation of Township-owned properties.

space	
Reforestation provides greater habitat, variety of landscape, stormwater mitigation, and a sink for atmospheric carbon dioxide, the primary greenhouse gas pollutant. Encourage use of human-scale transportation (public transit, biking, walking)	
Studies have shown that communities which provide opportunities for non-motorized transport are healthier, happier, and have more disposable income. Such communities also emit fewer greenhouse gas pollutants through their reduced reliance on fossil fuels.	x §205-56. Sidewalks not required. The Federal Highway Administration recommends that, in single-family developments of about ¼ DU/ac, that sidewalks be placed on one side of the street.
Develop, adopt and implement a Climate Action Plan to reduce greenhouse gas emissions	
A Climate Action Plan (CAP) is one way a community can consciously reduce its negative impact on the global climate, while also saving energy, reducing per capita infrastructure costs, and saving money.	x The township has not adopted a CAP. However, as part of the Philadelphia metropolitan region, a greenhouse gas emissions and energy consumption inventory for the township has already been completed by DVRPC. This is a critical step in the development of a CAP.
Climate Change Adaptation	
Build resilience by developing, adopting and implementing an adaptation component to Climate Action Plan in the face of present, and projected future, impacts of climate change	x The township has not adopted a CAP.
By many measures, climate change has already occurred and is already intensifying local weather patterns; this may be expected to continue.	
Adapt: heat	x No specific provisions. + Nevertheless, the township has a clear commitment to woodland protection, which can mitigate

Steadily increasing temperatures, with increasing incidence of extreme temperatures, can be expected with very high scientific confidence. Local governments can take steps to adapt to this. Examples include green infrastructure installation, modifying any acceptable plants lists to include heat- and drought-tolerant plants, etc.	high temperatures. See notes elsewhere; particularly the Natural Resources Protection section.
Adapt: water	
Climate scientists also have high confidence that one consequence of climate change is an intensifying hydrologic cycle: generally, precipitation will occur less frequently but, when it does occur, there will be more of it. Local governments need to prepare for increasing incidence of flash flooding interspersed with drought.	 x No specific provisions. x Ch. 195, Appendix B. Storm frequency table, from 1986, outdated. Storm intensities now much greater and more frequent. n The township's commitment to riparian and wetland buffers helps to mitigate against flooding, but these buffers could be much stronger. See the Natural Resources Protection section.

Renewable Energy and Energy Conservation

Renewable Energy

Allow solar panels by-right when accessory to a principal use As the most accessible distributed, renewable energy technology for private property owners, it is important to reduce barriers to their installation whenever possible.	 \$240-9.E(10), -10.E(10), -11.E(10), and -12.E(10). In R-2, R-3, R-4, and R-5 districts, solar energy systems are explicitly permitted as accessory uses. n \$240-8.E. Solar energy systems not listed explicitly as a permitted accessory use in R-1 district (nevertheless, §240-32.O permits accessory systems in all districts). + Ch. 240, Article III. Solar energy systems permitted accessory uses in all commercial districts. + Ch. 240, Article IV. Solar energy systems permitted accessory uses in all industrial and business park districts. + §240-32.O. Solar energy systems permitted by right as accessory uses in all districts.
Establish a minimum percentage of solar- oriented lots or buildings in new developments	x Ch. 240, Article II. No such provisions.

One major barrier to installation of solar systems on roofs is the orientation of the building. In the northern hemisphere, solar works best on southfacing slopes.	
Permit small wind energy conversion systems (WECS) in all zoning districts Small wind energy systems have minimal impacts, and are an important part of the overall energy mix.	+ §240-11.E(11) and -12.E.(11). In R-3 and R-4 districts, wind energy systems are permitted accessory uses. x Ch. 240, Article II. Wind energy systems not permitted in the R-1 and R-2 residential districts. x Ch. 240, Article III. Wind energy systems not permitted in any commercial district. + §240-19. Wind energy systems permitted accessory uses in I-1. x Ch. 240, Article IV. Wind energy systems not permitted in any other industrial or business park districts. n §240-32.T Supplemental regulations for windmills. x §240-32.T(4) and (5). Restrictions on height and setback makes development of wind energy in East Goshen nearly impossible.
Energy Efficiency and Conservation	
Encourage new & renovated residential/commercial buildings to achieve LEED, Energy Star, or comparable standards	
In the U.S., buildings are responsible nearly half of all energy consumed. Any effort to reduce total energy consumption, therefore, must include building energy efficiency as a crucial element. Energy-efficient buildings also tend to be more attractive investments and therefore have more stable real estate value.	n Ch. 129. The Township has official adopted the International Energy Conservation Code, 2003 Edition (the use of an updated version of this is already mandated by the state legislature through the UCC).
Add an energy element to the comprehensive plan Energy is the most crucial input to the economy, and it is arguable that comprehensive plans which do not consider energy are not truly comprehensive.	n Comp Plan. There is no energy conservation element in the present plan. However, one will be incorporated into the update.

Mobility and Transportation

Non-vehicular Transportation

Encourage Transit-Oriented Development (TOD) Mixed-use and transit-oriented development is the	+ §§240-11.A & -12.A. Specific intent of R-4 and R-5 districts to locate higher density in areas near public transit.
hallmark of strong, well-planned communities. By reducing reliance on fossil fuels, they also have a positive impact on climate change.	x Ch. 240. While the R-4 and R-5 districts are specifically intended to offer higher densities in areas located near public transit, they are still single-use districts and could be more "TOD-like" by permitting some commercial and other uses by-right.
Establish sidewalks in residential, village,	Permanagation of the state of
downtown areas	
Sidewalks are the key element in safe, walkable, livable neighborhoods.	x §205-56. Sidewalks not required.
Require bike racks at appropriate locations in new/infill developments	
Appropriately-located bike racks can make cycling significantly easier and more attractive, while also protecting landscaping and infrastructure, which otherwise becomes the default bike "rack."	x No such provisions.
Establish maximum block widths that encourage, rather than discourage, walking and bicycling; and help to disperse traffic, reducing congestion.	x §205-54. Minimum block width set at 600', with no consideration for the needs of pedestrians except for blocks exceeding 1,000' in length. Blocks in walkable areas are typically on the order of 250–500' in width. If that is not deemed feasible in a suburban context, however, then a mid-block
Block width is a strong determinant in the friendliness of an area for pedestrian and cycling activity.	path system could be required to improve pedestrian access. Paths should be clearly indicated and probably paved. n §205-54. Crosswalks required for blocks exceeding 1,000' in length.

Roads and Streets

Codify "complete streets" principles in the SALDO and embrace PennDOT's new Smart Transportation design standards which emphasize context-sensitive design Complete streets designed and maintained to ensure accessibility to all users, including motorized and non-motorized traffic and public transit. Such streets would include sidewalks, crosswalks, medians and raised crosswalks where necessary, pedestrian signals, bulb-outs, staggered parking, street trees, pervious paving and other green infrastructure measures, etc.	x Comp Plan. Goal to optimize mobility and minimize congestion at odds with objective to minimize cut-through traffic in neighborhoods. A well-connected street network disperses traffic and is of benefit to both motorists and non-motorists. x Ch. 205, Article IX. Complete Streets principles (particularly the needs of non-motorized users) not explicitly considered. x §205-56. Sidewalks not required. n §205-62. Street trees at 3" dbh to be provided as determined by the Board of Supervisors or Planning Commission.
Eliminate the creation of new cul-de-sacs Cul-de-sacs discourage connectivity, thus fostering more driving (and fossil fuel consumption) than otherwise would be necessary. Traditional neighborhoods only rarely incorporate these	x §205-42-D and -F. New minor/local public streets to be designed to discourage through traffic; and use of cul-de-sacs not discouraged. Each provision concentrates traffic and reduces mobility.
elements. Use future land-use plan to direct expansion of road capacities A well-planned community is one in which the land-use plan and the street plan are coordinated to create the community's vision for itself.	 Comp Plan. Recognizes connection between land-use and transportation. x The township has no Official Map. + Act 209 Study. East Goshen has adopted a traffic impact fee based on a land-use assumptions report.
Maximize existing road capacity (e.g., traffic calming, travel demand management [TDM], etc.) before constructing new roads Often, much can be done to use existing road capacity more efficiently, reducing or eliminating the need for new roads. This reduces capital	+ Comp Plan. Objective to use travel demand management and improve public transit to better utilize existing road capacity.

construction costs and ongoing maintenance costs, which can be considerable.	
Plan road improvements to prioritize safety and pedestrian/bike uses	
A road that has been designed with pedestrians and cyclists in mind is one which attracts such users, which promotes public health, a sense of community, saves energy and money, and can promote and support a human-scale business district.	n §205-54. Crosswalks required for blocks exceeding 1,000' in length.
Parking	
Establish a range of parking standards for commercial uses	
Appropriate parking standards can have far- reaching impacts on a community's development pattern. Often, maximum parking standards are warranted, rather than minimum (which unnecessarily increases the cost of development).	x 240-33. Relies on minimum parking standards only; no provision for maximum limits.
Ordinances should require porous pavement, shade trees, landscape buffers in parking lots	
Such "green infrastructure" elements can result in a vastly superior built environment, from an aesthetic as well as a functional point-of-view.	+ §240-27.C(1). 5% of interior of parking areas to be landscaped.
Permit on-street parking wherever possible and	
appropriate The benefits of on-street parking are many: it provides a natural buffer between traffic and pedestrians, it reduces impervious surface, it reduces the cost of development, it reduces the urban heat island effect, it results in a more pleasing	x 240-30.D. On-street parking explicitly not permitted to count towards parking requirements in Townhouse developments. n On-street parking not otherwise addressed, although on-street parking is permitted on all streets within developments.

built environment, etc.	
Permit shared parking in non-residential zoning districts	
Shared parking, like on-street parking, has multiple benefits, such as the reduction of impervious surface, the reduced cost of development, and the reduced consumption of land.	x 240-33. No provision made for shared parking, although 240-33.B.(6) allows a single parking lot to be used for more than one use provided each use's required parking is fully accommodated.
Promote parking demand management techniques	
Parking Demand Management involves the efficient use of parking facilities through motorist information and enforcement. There are two major components to parking management: pricing and supply management. Benefits may include increased throughput, efficient use of the system, reduced demand and increased roadway capacity.	n While the Township Code has no specific provisions, some local employers are known to make use of this technique.

Trails

Require the establishment and maintenance of pedestrian/bike trails that connect to public facilities, parks, open space, schools, business/shopping

Multi-use trails are a crucial element in a region's transportation network, and encourage walking and cycling for work, play and shopping. Trails have also been shown to significantly increase adjacent real estate values.

- + **Comp Plan.** Objective to develop trail segments to connect residential communities to parks, open space, and area merchants.
- **+ Comp Plan.** Objective to explore use of pedestrian and bike paths as alternative transportation network.
- + **§240-8.** R-1 district requires 15% of tract (1/3 of total common open space) to be devoted to uses that include paths and trails.
- n §205-56. The Board of Supervisors may require sidewalks and/or paths at their discretion.

Community Health and Safety

Public Health and Safety

Require street trees and sidewalks in residential areas and village/downtown areas In addition to making for a more inviting environment for pedestrians, such amenities have been shown to improve public health.	x §205-56. Sidewalks not required. ÷ Board Resolution 2011-20 added a list of approved Township tree and street tree species nearly all of which are native. n §205-62. Street trees at 3" dbh to be provided as determined by the Board of Supervisors or Planning Commission.
Provide adequate active and passive recreational opportunities Exercise is a key element in an individual's health, and it has been shown that people exercise more regularly when given opportunity's to do so close to home and work.	 Comp Plan. Regional coordination of recreation programs. \$205-14. The township has established a Park and Recreation Board that reviews all sketch, preliminary and final plans (when applicable) and makes recommendations for the purpose of preserving and promoting the township's park and recreation facilities. \$205-58. Developers required to make available open space for passive and active recreation. \$205-64. Requires provision of common open space at 20% of total lot area in mobile home parks.

Solid Waste and Recycling

Require recycling centers/stations in new developments over a certain size	
In our modern society, the production of waste is nearly unavoidable, but there are many ways in which it can be minimized and, in some instances, eliminated. Recycling permits the more efficient use of natural resources, while also encouraging a more beautiful, livable environment.	 + §194-3. Source-separation of recyclable materials mandated throughout the township; and leaf-waste pickup provided in spring and fall. n §194-8. Recycling centers permissible for multi-family residential complexes. + §194-9. Commercial, institutional, and municipal establishments required to recycle.
Adopt a construction debris demolition ordinance or require construction waste management plan	+ §194-6.D. Curbside disposal of building materials and hazardous materials prohibited.
A great deal of the waste generated by our modern society comes from development and	

Permit accessory dwelling units (in addition to primary residence) on residential lots	n §240-32.C. Provision for apartment for care of a relative that must be converted once vacated.
Smaller lot sizes can promote greater diversity of uses, which a complete neighborhood must have and which promotes walking and cycling.	+ §240-10 and -11 . R-3 and R-4 district permits 12,000-ac and 10,000-ac lots (respectively) for semi-detached dwellings.
Permit smaller lot sizes in appropriate residential zoning districts	4 CO40 40 and 44 D 0 and D 4 district normalia 40 000 as and 40 000 as late (see as 11 1 2 5
Such a development pattern encourages walking and cycling, which can greatly improve the public's health, rather than driving, which reduces it.	near public transit and shopping.
Locate housing within walking distance of businesses, services, employment centers, public transportation	+ §§240-11.A & -12.A. Specific intent of R-4 and R-5 districts to locate higher density in areas
A diverse community is a much more robust community, both economically and socially.	* §240-29. Planned apartment developments permitted in R-4, R-5, and C-4 districts. + §240-30. Townhouse developments permitted in R-4, R-5, and C-4 districts.
Create incentives to promote a diverse housing supply that includes affordable housing	Comp Plan. Supports housing diversity. §240-12. R-4 district permits apartments and townhouses.
Housing Diversity and Accessibility	
Much of the waste generated from development and redevelopment isn't waste at all, and can be recycled back into productive use. Furthermore, a great deal of the waste reaching landfills is from development projects; builders have a responsibility to reduce this flow, which is a burden on us all.	x No such provisions.
Require salvage/material recycling in demolition permit or land development approval	
redevelopment. A municipality can significantly reduce this waste stream by requiring construction waste to be reused or recycled.	

One way to provide affordable housing is to permit accessory dwelling units. Often called "in-law quarters," they may also allow extended families to live close together, which has numerous public and private benefits. Permit second-story (and greater) residential uses in commercial and mixed-use zoning districts	
Perhaps the one element which most simply distinguishes towns and villages from residential areas is the existence of vertical mixing of uses, with retail/offices/etc. on the ground floor and homes above. Such patterns also promote walking and cycling, which improves the public health.	x No such provisions. n There is a laundry on West Chester Pike in a building that also contains two apartments.

Food Production and Security

Incentivize through ordinances the permanent preservation of agricultural lands Agricultural lands are a non-renewable resource that, in a world of ever-increasing population, warrant protection.	x No ordinance provisions, other than cluster, that protect, or incentivize the preservation of remaining agricultural lands.
Permit a broad range of agricultural uses by right in rural and semi-rural areas	n Comp Plan. Contains an agricultural land-use category but no specific agricultural zoning. n Ch. 240, Article II. Farming permitted by right in R-1 and R-2 districts. n Ch. 240, Article IV. Farming permitted by right in I-1, I-2, and BP districts.
One way to steward the agricultural economy is to permit it to diversify by allowing complementary uses.	
Permit farmers' markets, farm stands, community gardens in public/open spaces,	+ §240-10.E(17). Seasonal sale of farm products permitted in R-3 district, as an accessory use. + §240-34.B. Seasonal sale of farm products permitted in C-1 district.

residential vegetable gardens	
These are all key elements in the agricultural economy, and in particular help to promote the <i>culture</i> of agriculture.	
Permit small-scale farming uses (e.g., egg production) w/ complementary structures in all residential or mixed-residential zoning districts	
Small plots and micro-animal operations are capable of producing a great deal of food for families and their neighbors, thus representing an important element of food security.	x §240-32.A. Keeping of chickens limited to lots of two acres or more.
Permit small-scale manufacture of food products within appropriate zoning districts	
Such operations help to promote local foods and support a local economy, while also providing food security.	n No specific provisions.
Allow composting as part of gardening and small-scale farming uses	
Composting is a way to divert one of the primary sources of municipal waste away from the waste stream and back into productive use: soil. All sustainable agricultural operations, as well as home gardens, much incorporate composting.	n No specific provisions, but accessory composting on residential lots implicitly permitted.
Require or encourage fruit and nut trees as part of landscaping requirements	
Another important piece of the food security puzzle is "edible landscaping." Native fruit and nut trees can provide a food source for humans as well as birds and other wildlife.	x No specific provisions.

Conclusions and Summary

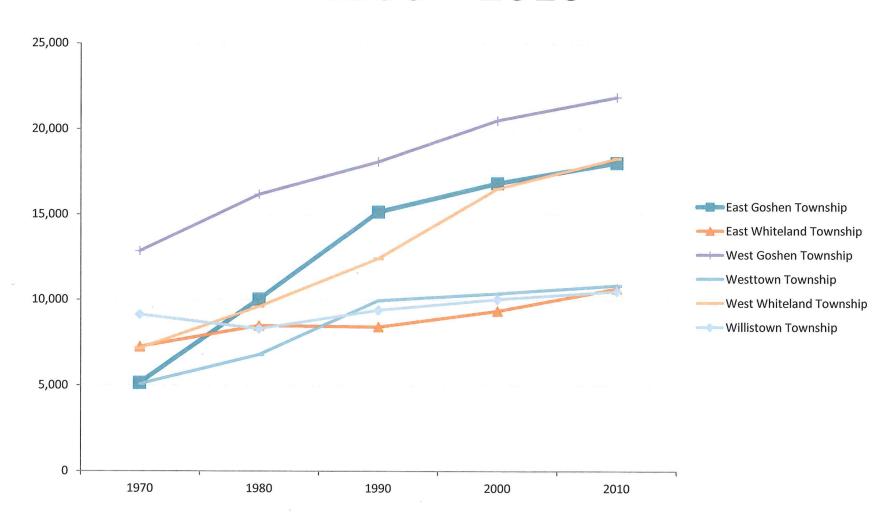
East Goshen has taken steps to towards sustainability at the municipal level, within the framework of its policies, plans, and regulations as they relate to environmental, social, and economic issues. Specifically, the township has adopted strong policies into its code to protect natural resources within the context of a suburban landscape: East Goshen has good policies for woodland protection, steep slope protection, and riparian buffer protection. The Conservancy Board's efforts to reforest Township-owned properties benefit several sustainability aspects, and encouraging the use of native plants for on-site landscaping and street trees is a positive step. The township also has a clear commitment to the preservation of its cultural heritage. Since a community's natural environment and cultural history are two of its most fundamentally defining aspects, these commitments are laudable—and should be built upon.

Still, there is room for improvement on East Goshen's path to sustainability. Within the *Natural Resources Protection* section, foodplain protection could be enhanced by protecting natural vegetation and pervious soils within. In *Water Quality and Quantity*, East Goshen should consider a more comprehensive update to its Act 537 Plan rather than piece-meal as development proposals are accepted. For *Land-Use and Community Character*, adopting special standards for parcels with underused commercial space, for example by permitting their reuse as a mixed residential/commercial community, could greatly promote sustainability and the local economy. In *Global Warming & Climate Change*, East Goshen should strongly consider developing a Climate Action Plan that focuses on both mitigation (carbon pollution reduction) and adaptation (to existing and future unavoidable climate change). In the *Renewable Energy & Energy Conservation*, section, the single most important step would be to develop an energy conservation element into its comprehensive plan update—and implement it. Within the *Mobility & Transportation* section, it would be useful to develop an Official Map, adopt a "complete streets" ordinance, and revisit parking standards. For *Community Health & Safety*, East Goshen should revise its SALDO to require sidewalks in all zoning districts, and should consider allowing commercial and residential uses to mix within a single building (commercial below, residential above). Finally, in *Food Production & Security*, East Goshen has permitted most of its agricultural lands to be developed; those that remain ought to be provided with incentives for preservation and used for growing products that could be offered locally. The township should also consider adopting provisions to permit and support small-scale farming operations, or the keeping of chickens on smaller lots, in appropriate districts.

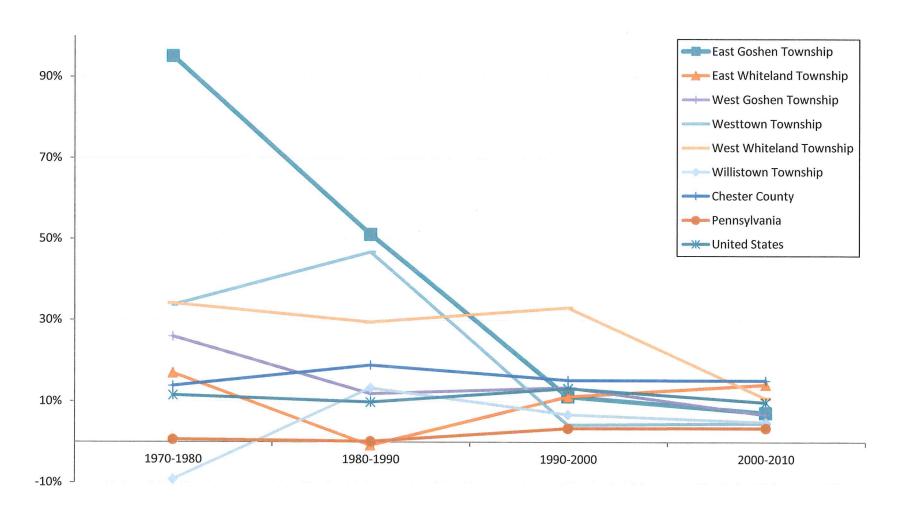
Seeking sustainability requires both continued vigilance and extensive patience. Accordingly, the recommendations described briefly above are intended to broadly guide efforts to achieve sustainability, above and beyond the Township's existing efforts. It is notable that many actions can be taken that promote sustainability within a variety of areas. Such actions ought to be prioritized. For example, expanding resource protection regulations can reduce greenhouse gas emissions while also providing protection from flooding, as well as having wildlife habitat, community health, and economic benefits. Decisions regarding which of the recommendations to implement, or which are even feasible, should be considered first by the Planning Commission in consultation with Township staff and consultants, appointed and advisory officials, and the public, with recommendations provided to the Board of Supervisors. EMC staff is ready to answer questions, provide additional information, and otherwise assist as the Township proceeds with its comprehensive plan update, and with implementation of this report.

East Goshen Township & Region Demographics

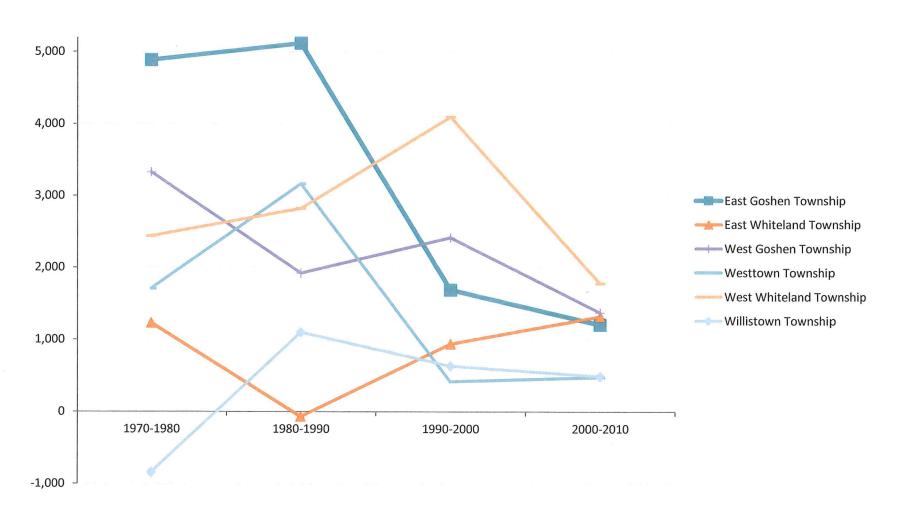
Population 1950 – 2010



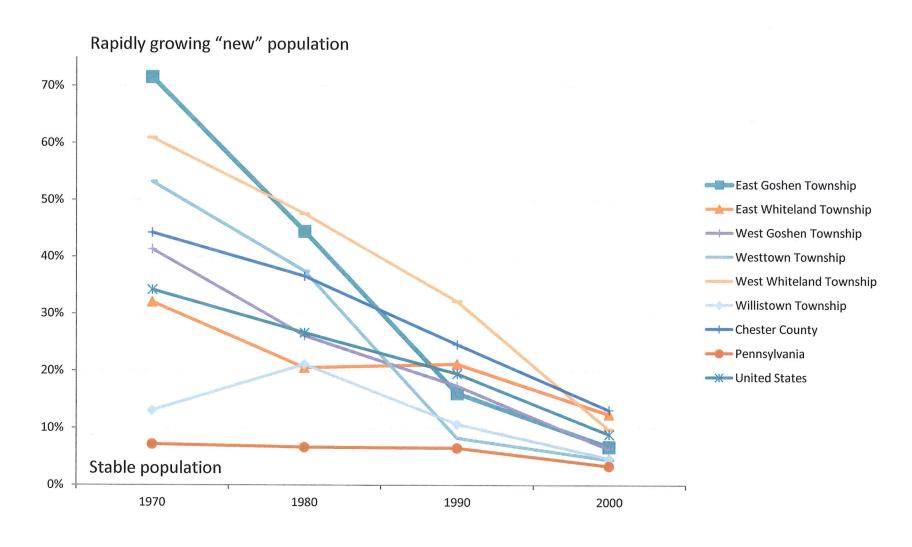
Population Growth Rate 1950 – 2010



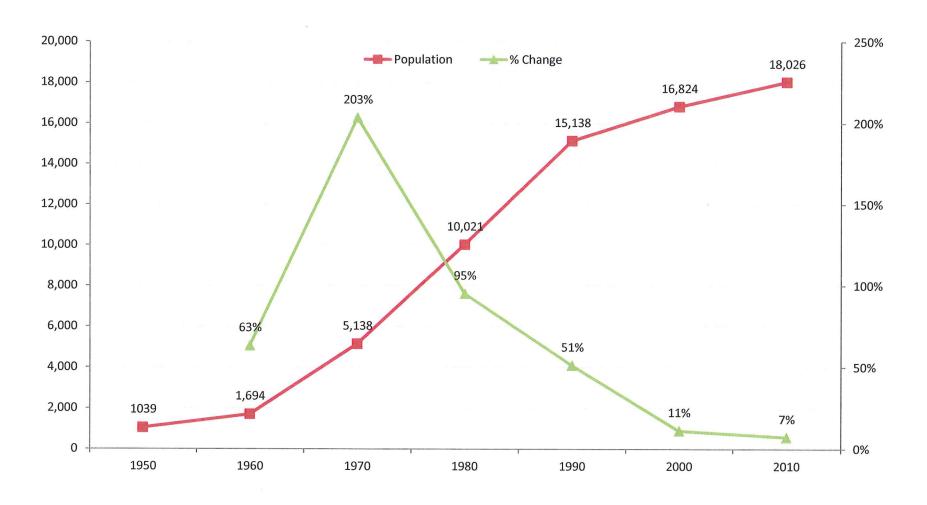
Population Change 1950 – 2010



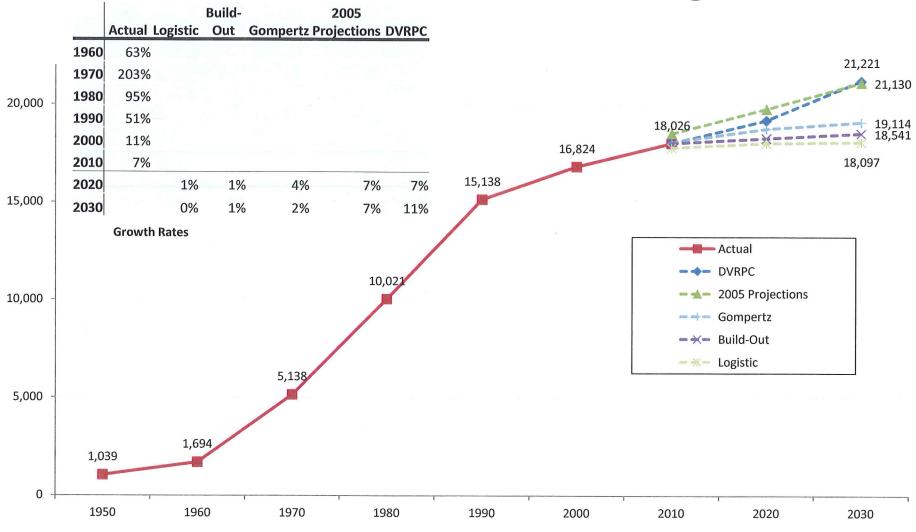
Percent of Population Gained Since...



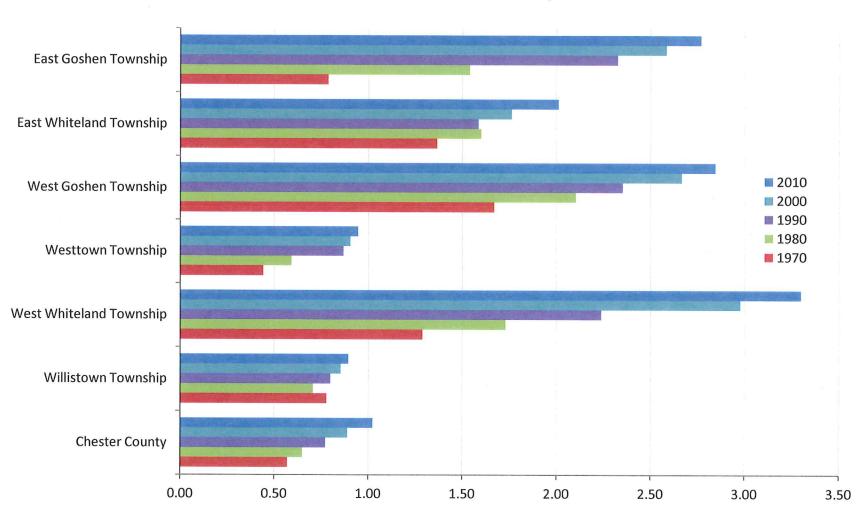
Population & Population Change 1930 – 2010



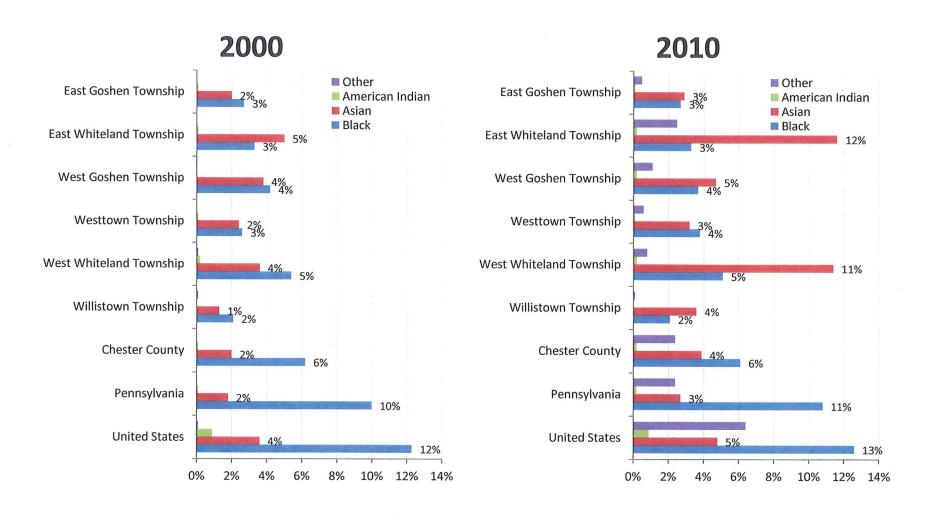
Population Projections through 2030



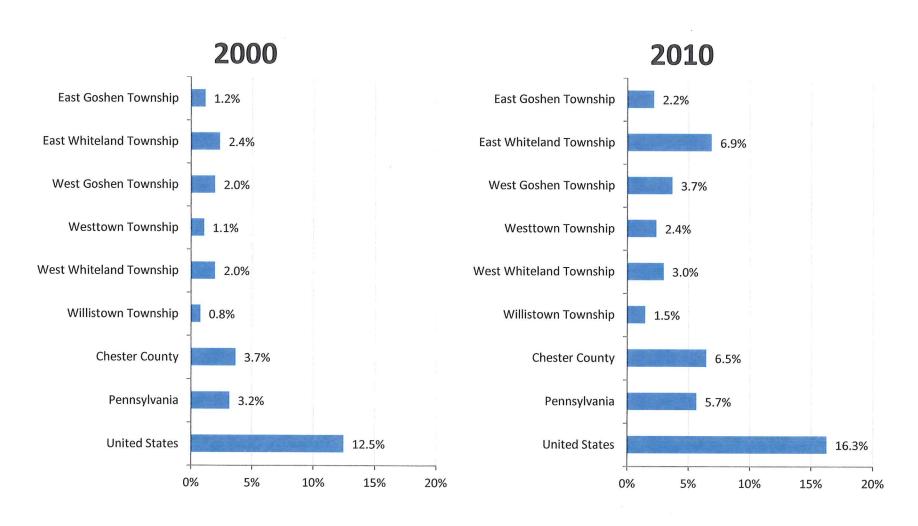
Density (persons / ac) 1970 – 2010



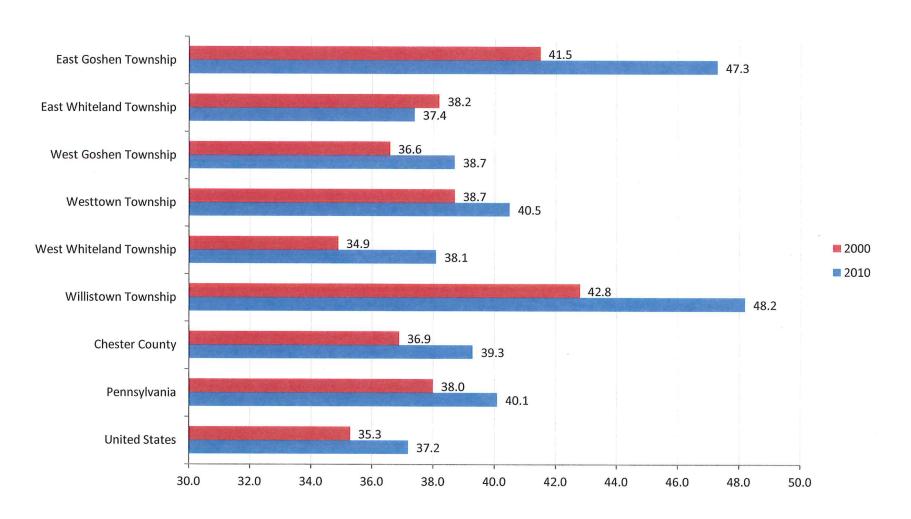
Race (non-White) 2000 & 2010



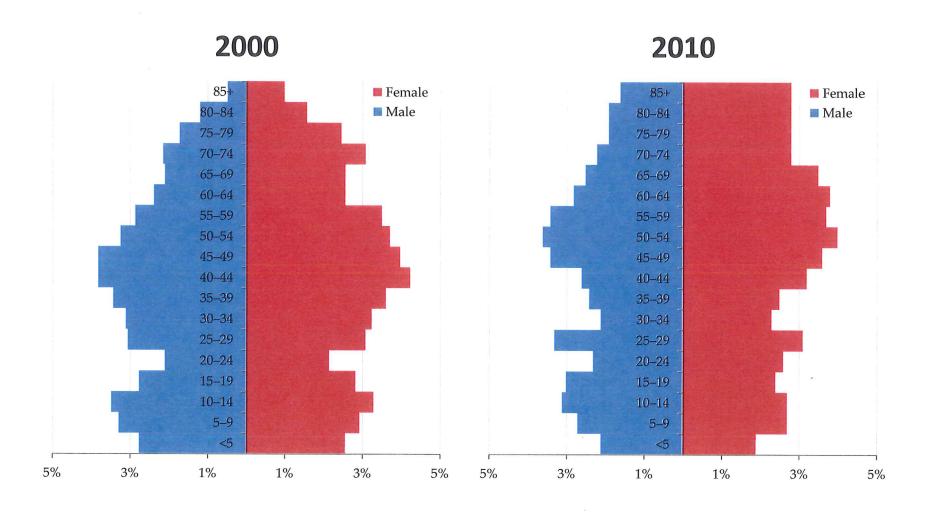
Ethnicity (Hispanic & non-Hispanic) 2000 & 2010



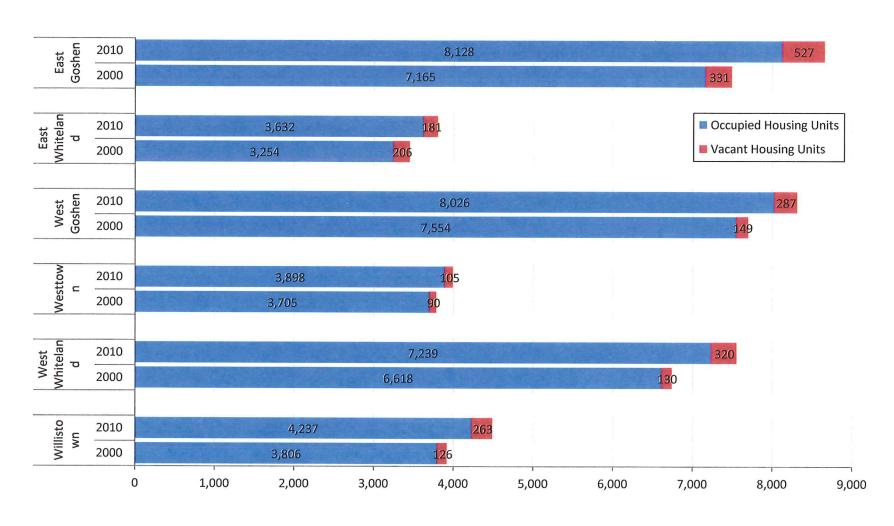
Median Age 2000 & 2010



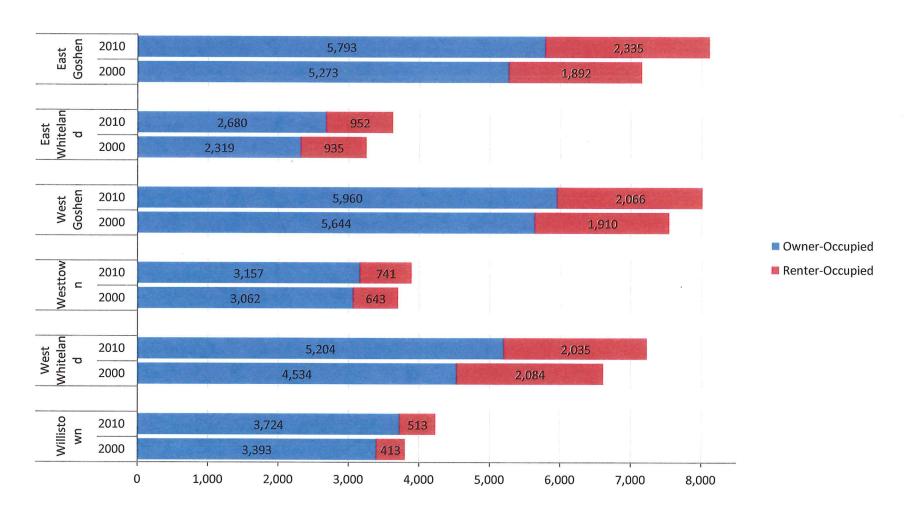
Age by Sex 2000 & 2010



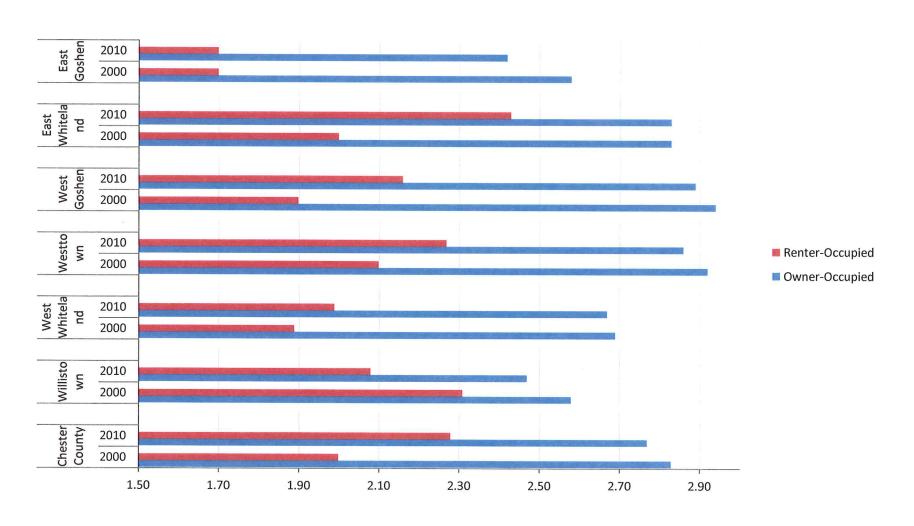
Housing: Occupied & Vacant 2000 & 2010



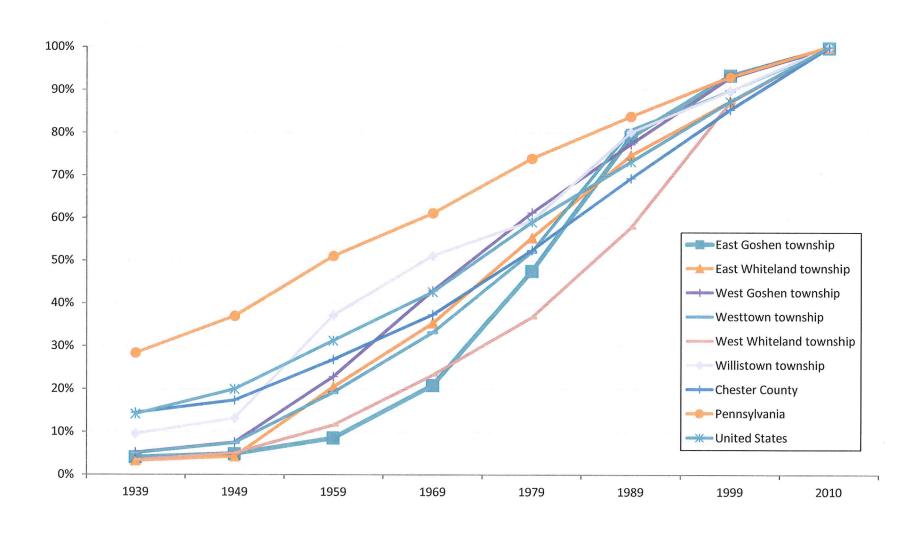
Housing: Owner- and Renter-Occupied 2000 & 2010



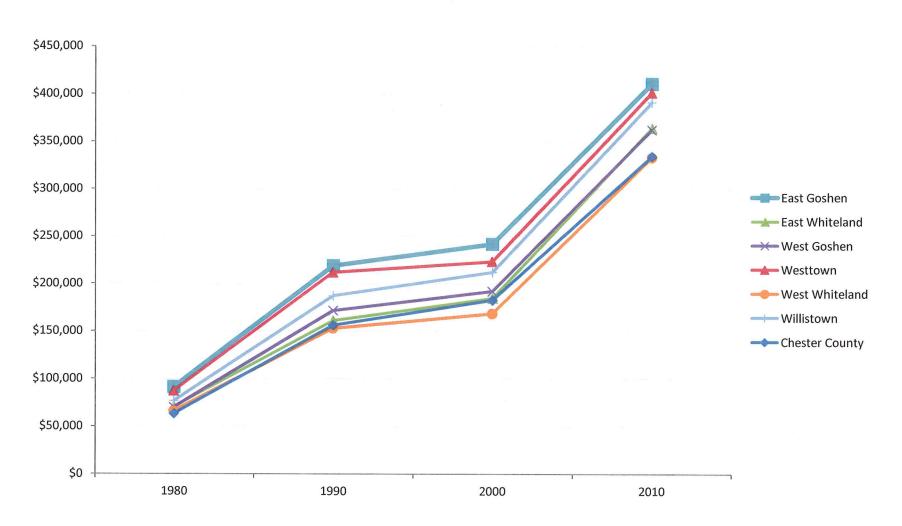
Household Size: Owner- & Renter-Occupied 2000 & 2010



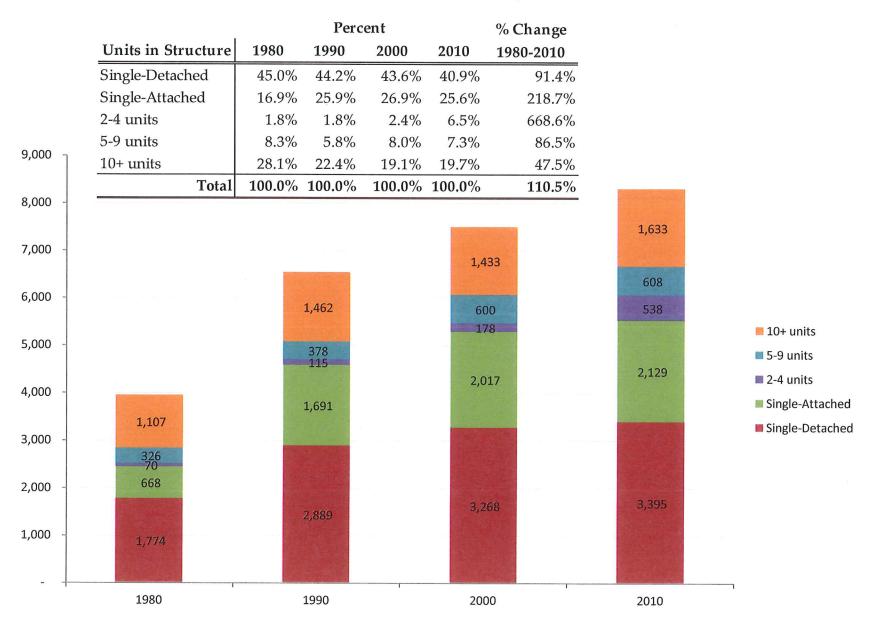
Portion of Total Housing Built Before...



Median Home Value (not inflation-adjusted) 1980-2010



Number of Housing Units by Type 1980-2010



AGENDA

COMPREHENSIVE PLAN TASK FORCE MEETING #3

2015 COMPRHENSIVE PLAN UPDATE EAST GOSHEN TOWNSHIP

May 30, 2013

ITEMS

- 1. Review/Acceptance of Final Draft Sustainable Communities Assessment
 John Theilacker and Tony Robalik, Brandywine Conservancy
- 2. Discussion of June 3rd Community Visioning Session and Outline
 John Theilacker
- 3. Presentation of Township and Regional Demographics and Projections
 Tony Robalik
- 4. Review of Existing Land Use Inventory and Residential Build-out Analysis
 Tony Robalik and John Theilacker
- 5. Discussion of Redevelopment Potential and Residential "Fair Share" Doctrine
 John Theilacker
- **6. Public Comments**Susan Carty
- 7. Adjourn Meeting



ENVIRONMENTAL MANAGEMENT CENTER BRANDYWINE CONSERVANCY

P.O. BOX 141 CHADDS FORD PENNSYLVANIA 19317 · 610/388-2700 · FAX 610/388-1575

MEMORANDUM

TO:

2015 Comprehensive Plan Update Task Force

Mark A. Gordon, Zoning Officer

East Goshen Township

FROM:

John E. Theilacker, AICP, Associate Director for Municipal Assistance

Tony S. Robalik, AICP, Associate Planner

Environmental Management Center

DATE:

May 28, 2013

SUBJECT:

Comprehensive Plan Update;

Cc:

Jeannine Speirs, Chester County Planning Commission

Steve Kehs, Triad Associates, Inc.

Attached are several documents for you to review in advance of our Thursday night, May 30th, meeting: a meeting agenda, a revised final draft of our Sustainable Communities Assessment for the Township, an outline of the June 3rd Community Visioning Session, and a set of PowerPoint slides showing current demographic information. To be provided at our Thursday night meeting will be an existing land use map and an estimate of the remaining development potential for the Township based on a vacant lands inventory and existing zoning.

The revised draft Sustainable Communities Assessment (SCA) incorporates the Task Force's comments received at our April 22nd meeting, as well as addressing many of the comments received from other Township consultants. We would be happy to review the changes with the Task Force at our upcoming meeting. This final draft SCA should now be forwarded to the Board of Supervisors for their review. The Task Force should continue to refer to the SCA throughout its plan update process, and it will be included as an appendices. Recommendations specific to the SCA findings will be proposed for Task Force consideration along with other recommendations proposed for implementing the updated plan.

The Task Force's community visioning session scheduled for the evening of June 3rd is being promoted through the Township's website and other means. We hope that this important community involvement event will be well-attended. In order to make effective use of participants' time, we propose a proven community engagement process reflected in the attached outline. The session will have two main parts – the first will be a fairly upbeat summary by Conservancy and Triad Associates representatives of the community's profile and expected trends; the second will involve session participants providing their input on a series of proposed

topics that will be used to shape a preferred future township vision. Extensive use of maps, photos, and other visuals, as well as interactive dialogue, will help to solicit public input. We will explain this process in more detail next Thursday evening and invite your feedback and suggestions. We would like to arrange the Township meeting room with tables and chairs and group attendees by table where a Conservancy or Triad representative can help lead the table discussion and recording of comments.

Tony Robalik will review with you the current demographic information for the Township and region using the PowerPoint slides. Several population projections or forecasts will be presented for the 20-year planning period and we will look to the Task Force for direction as to which projection is most realistic and therefore will be used to guide the plan update.

Tony will also review our existing land use and vacant lands inventories of the Township, and preliminary results of our build-out analysis assuming private development of remaining lands utilizing existing zoning. In addition to seeking Task Force feedback on these efforts, we will also be interested in the Task Force's input on future redevelopment potential for specific areas of the Township. From these discussions, we can focus on housing, and in particular, estimates of future housing need, and housing diversity.

Thank you very much, and we'll see you this Thursday night, May 30th, 2013, starting at 7:00 p.m.

Attachments (4)



ENVIRONMENTAL MANAGEMENT CENTER

BRANDYWINE CONSERVANCY

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Proposed Community Visioning Session Outline (5/24/13)

Visioning defined – a process by which a community envisions the future it wants, and plans how to achieve it.

Four steps:

- 1. Profiling the Community (Where are we now?)
- 2. Analyzing the Trends (Where are we going?)
- 3. Creating the Vision (Where do we want to be?)
- 4. Developing an Action Plan (How do we get there?)

The June 3rd East Goshen Township visioning session will address the first three steps. The goal is to transform the probable scenario into the community's preferred scenario. The Task Force will address the fourth step by drafting the Plan Update.

For the evening of June 3rd:

Arriving Township residents will be greeted at the door, asked to sign-in, provided a written agenda for the evening, and then directed to a large aerial map and asked to place a red dot or push pin on the map showing where they live in the Township. A series of boards with maps will be available nearby for folks to review while milling about in advance of the formal activities. Displayed maps will show existing land use, zoning, environmental features, parks, historic resources, etc. Participants will be asked to sit at one of the tables set up around the meeting room.

Agenda: (1-10 minutes; 2-30 minutes; 3-60 minutes; 4-10 minutes)

- 1. Initial "welcome" and introduction to the Township's comprehensive plan update process (preferably the Task Force chair?)
- 2. Brandywine Conservancy and Triad Associates representatives will respond to the first two steps and questions of where are we now and where are we going by.......
 - a. Presenting through slides, maps, photos, charts, etc., interesting findings on: people, neighborhoods, commerce, environment, history and culture, recreation, and government services
 - b. Reviewing trends and/or forecasts
 - c. Reviewing the current comprehensive plan goals

- 3. Brandywine Conservancy and Triad Associates will then engage the audience in the third step, answering the question of where do we want to be by.....
 - a. Working through the following topic areas
 - i. Commerce and town center
 - ii. Parks and recreation
 - iii. Non-motorized transportation
 - iv. Environmental sustainability
 - v. Residential areas and redevelopment
 - vi. Route 3 corridor
 - b. Our audience will be seated at tables. Each table will be staffed by a Conservancy or Triad Associates representative, and on each table will be a large map of the Township that participants can draw on and mark-up as appropriate. An explanation will be provided for each of the above-listed topic areas and audience participants will express their ideas/opinions using markers, dots, sticky notes, etc.
 - c. At the end of the exercise, a representative from each of the tables will share with the group their responses, comments, etc., on the specific topics.
- 4. A Brandywine Conservancy representative will then summarize the community engagement process, provide some comments as to how this information will be used to frame the Township's vision, explain the steps leading up to a final vision and draft plan update, including opportunities for continued township resident involvement, and close-out the session.

Meeting Room needs

Tables (8?) and chairs (5-6 per table) arranged with room to move around Easels (we will bring at least 2)
Water and cups, or water bottles
Coffee or tea?
Snacks (we can bring three-dozen cookies)
Sign-in table
Restrooms

We will bring/provide all other meeting materials, including sign-in sheet.