

**EAST GOSHEN TOWNSHIP
ANNUAL PLANNING SESSION
1580 PAOLI PIKE
January 8, 2011 – 8:00am
Final Approved Minutes**

The East Goshen Township Board of Supervisors and ABCs met on Saturday, January 8, 2011 at 8:00am at the East Goshen Township Building for the Annual Planning Session.

In attendance were: BOS Chairman Senya D. Isayeff, Vice-Chairman Don McConathy, and Supervisors Carmen Battavio, Marty Shane and Thom Clapper. Also in attendance were Township Manager Rick Smith, Public Works Director Mark Miller, Director of Recreation Frank Vattalino, and members of the Township ABCs.

Pledge of Allegiance

Senya asked Conservancy Board member Adam Knox lead everyone in the Pledge of Allegiance.

Moment of Silence

Carmen called for a moment of silence to honor the men and women serving their country in the armed forces and their families.

Recording of Meeting

No one indicated that they planned to record the meeting.

CONSERVANCY BOARD

Chairman Bryan DelMonte shared the Conservancy Board's mission statement which is:

Protect and nurture East Goshen's natural resources and educate East Goshen citizens of their importance.

He shared the Board's accomplishments for 2010 and goals for 2011:

Accomplishments for 2010

- Worked with Public Works to train some of their employees about trees and plantings and how to maintain them – reforestation and meadows in Applebrook Park.
- Reviewed Township's riparian buffer ordinance – new PA state law. Marty advised Bryan to work with Rick Smith to stay on top of the new state law.
- Reviewed Stewardship Assessment done for the Township by the Natural Lands Trust Center for Conservation Landowners with Park & Rec – held joint walks and meetings with Park & Rec.
- Partnered with West Chester University to monitor the growth and benefits of forest restoration – Applebrook Park at Paoli & Line Roads.
- Partnered with Chester-Ridley-Crum Watersheds Association (CRC) to plant 80 trees at Chester Creek restoration area – Township open space along Reservoir Road. Bryan said the goal for 2011 is to maintain the existing trees and replace them as needed. Ginnie

Newlin said the Conservancy Board has been told that the Township is “well planted” along the creek.

- Assisted Public Works with replacing the wetland sign in East Goshen Park and replacing the bird signs in Applebrook Park.
- Expanded the existing planting of warm season grasses at Township open space along Reservoir Road to Baldwin Road.

Goals for 2011

- Increase the riparian buffer plantings throughout the Township.
- Continue control of invasive plant species in Township wetlands.
- Call for good environmental practices through articles in the Township Newsletter.
- Continue looking for ways to increase recycling in the Township.
- Create environmental education for residents about stormwater control, such as rain gardens and rain barrels.
- Implement the Stewardship Assessment done for the Township by Natural Lands Trust Center for Conservation Landowners. Don noted there is no money in the 2011 budget for this.
- Coordinate with Park & Rec to initiate a revitalization of street trees in the Township using available grants.

Jim McRee asked if the Conservancy Board noticed any lessening of deer browsing in 2010. Bryan said he noticed the deer were not eating his azaleas as much. He said the Conservancy Board would try to take note of any changes in browsing.

HISTORICAL COMMISSION

Outgoing Chairman Kathryn Yahraes introduced the members of the Historical Commission that were present. She noted they have 7 voting members and 2 non-voting members. Ellen Carmody is serving as Chairman for 2011 with Chris Reardon and Ben Rohrbeck serving as “Co-Chairmen.” Kathryn reviewed the group’s 2010 accomplishments:

Accomplishments for 2010

- Held an initial meeting of volunteers in the spring to discuss new approaches to the presentation of the Plank House and Blacksmith Shop and to emphasize attracting new and repeat visitors. Held more informal discussions throughout the year.
- Hosted over 655 visitors to the Plank House & Blacksmith Shop.
- Hosted a highly successful Town Tour & Village Walk on July 22. Scripts were written and the entire tour was done in first person interpretation. The first floor of the Plank House was turned into the Sheaf of Wheat Tavern complete with an Innkeeper and tavern wench. The physical tour extended to the area around Bellingham and Goshen Friends. Forty-five volunteers participated that night and about 165 visitors came through. The small number was due to the high temperature. The County deemed this one of the best “ever.”
- Promoted activities heavily in local schools.
- Began work on the post-Revolutionary War and Civil War period segments for future Town Tour & Village Walk.
- Included Comprehensive Plan goals in planning of all activities and setting goals.

- Continued a top priority of maintaining a strong volunteer program beyond Commission members. Additional volunteers were recruited. Over 2,000 hours of time was logged and hundreds more hours were contributed behind the scenes and not counted.
- Held a Living History day in June.
- Participated in the nationally promoted Philadelphia Campaign Commemoration Event in September at Brandywine Creek State Park in Delaware. High temperatures kept many away but over 125 visitors participated along with more than 35 volunteers.
- Sold *Images of America* books at the Plank House, at all events, at the Township building and at the firehouse breakfasts. The books have paid for themselves and the balance to be sold is all profit and will go toward educational programs and activities of the Historical Commission. Royalties have been donated back to the Historical Commission.
- Continued to be a presence at all BOS meetings as well as through liaisons to all other ABCs. The Historical Commission is usually contacted by other ABCs when issues come up affecting the Historical Commission.
- Completed chain of title research on all historic properties. The documents are continuously fine-tuned. Research has begun on individual family members and their stories.
- Continued to implement as well as review and recommend changes to the BOS for the Historic Preservation Ordinance.
- Worked closely with county groups. Participated in annual History Day Competition at Immaculata College and served as judges and exhibitors again this year. Members participated in the annual CCHPN Spring Workshop and the Paoli Battlefield Illumination in September. Historical Commission volunteers participated in activities at many other historical sites, on boards, and in community activities. Information exchange is abundant. Cooperative joint projects have been discussed. Many different groups in the county including other municipalities look to our Commission for help with their projects.
- Provided articles for every Township newsletter.
- Worked on developing a 5-year and 10-year plan for maintenance of Plank House & Blacksmith Shop. Walk-throughs have been done, and a "to do" list has been developed.
- Continued to investigate sources for grant money and in procuring items at little or no cost. Herr Foods and Swiss Farms contributed refreshments for the Town Tour & Village Walk.

Goals for 2011

Chairman Ellen Carmody reviewed the 2011 Goals for the Historical Commission:

Immediate Goals

- Explore new approaches to the presentation of the Plank House & Blacksmith Shop utilizing more interactive activities and period presentations. Emphasize attracting new and repeat visitors. (High)
- Implement a media campaign to promote historical activities. (Medium)
- Enhance the historical section on the Township web site. (High)

Long-Term Goals

- Work on the County GIS Historical Project for East Goshen Township with the assistance of the County Historic Preservation Officer.
- Continue development of the third program for the Township using a “first person interpreter” approach in an effort to complete the series of Pre-Revolution, Revolution, Post Revolution and Civil War. (Medium)
- Investigate designs and develop requirements for plaques to be made available to local historical houses. (Low)
- Fine-tune the 10-year implementation timeline of the Action Plan for the Historic Commission as identified in Chapter 10 of the Township’s Comprehensive Plan. (Medium)
- Involve residents in the process of nominating the Rocky Hill Historic District and the Hershey’s Mill Historic District for inclusion on the National Register of Historic Places. (Low)
- Create a comprehensive list/archive of all historic items in Township’s possession.

Don asked Ellen if the Historical Commission had given any thought to planning for the Township’s bicentennial celebration in 2017. She said they would be open to discussing that with the Board. Don asked Kathryn for the Historical Commission to provide something to the Board in writing regarding the status of the goals for the Comprehensive Plan.

Senya said he wanted the Township to set aside \$15K per year through 2017 to fund a bicentennial celebration, but unfortunately the funds were not in the 2011 budget. He suggested the Historical Commission work with West Goshen, who will also be celebrating their bicentennial the same date in 2017, to begin making plans for a bicentennial event.

Bryan DelMonte asked if there are any plans to put up a marker to commemorate the Battle of the Clouds. Ellen told him there is already a marker at Immaculata College and that Ben Rohrbeck speaks about the Battle of the Clouds whenever he has an opportunity.

MUNICIPAL AUTHORITY

Secretary Jack Yahraes said Joe McCawley is serving as Chairman for 2011 with Dana Pizarro as Vice-Chairman. Former member Kevin Cummings will be coming back and will replace Mike Steinberger, who has retired from the Authority.

Jack shared the Municipal Authority’s 2010 Accomplishments and 2011 Goals:

Accomplishments for 2010

- Submitted article for each Township newsletter.
- Attended three out of four West Goshen meetings.
- Responded to capacity requests in 45 days or less.
- Implemented I&I Plan (completed and ongoing).

Ridley Creek Sewage Treatment Plant (RCSTP) Project

- Monitored construction of new plant.
- Conducted SBR tour for all ABCs on March 15, 2010.

- Provided educational session on SBRs to all ABCs on March 15, 2010.

Act 537 Planning

- Began work on responses to PADEP review letters for Lockwood STP Abandonment Project, Greenhill PS Redirection and The Reserve PS Abandonment Project.

Funding

- Obtained \$464,195 in grant funding to pay Worth and Clinger invoices for August for construction at RCSTP.

Goals for 2011

- Submit articles for each Township newsletter.
- Attend West Goshen meeting on a quarterly basis – more often if needed.
- Respond to capacity requests in 45 days or less.
- Implement I&I Plan.
- Conduct tour of RCSTP after construction is complete.
- Continue to monitor construction at RCSTP.
- Invite all ABCs to tour RCSTP.
- Have an open house at the RCSTP.
- Have Siemens conduct a training session for Mark Miller and Township employees on the new SBR unit. This would be in lieu of traveling to the Siemens facility in the Midwest.

Joe McCawley then took questions. Ginnie Newlin asked the final destination of sludge taken from the RCSTP, and Carmen told her it goes to the Lanchester landfill. Ginnie said she assumed the Township's efforts to reduce I&I will help the Municipal Authority at the RCSTP, and Joe said yes.

Bryan DelMonte said he would like the Municipal Authority to post statistics on the new plant to the Township website. Joe said there were no plans to do that in 2011 but they would look into it.

Don asked if the Municipal Authority has developed a plan for all the major projects to be done in the next few years. Joe said they are still going through the 537 Plan and have completed a budget for Lockwood. Don said someone will need to be put in charge of overseeing all the projects, and that Rick Smith can't do it all on top of his other responsibilities.

PARK & REC

Vice-Chairman Ann Marie Fletcher-Moore shared the Park & Rec's 2010 Accomplishments and 2011 Goals:

Accomplishments for 2010

- Offered 29 programs, trips and special events that thousands of residents of all ages made use of.
- Made use of over 200 resident volunteers ages 14 to 85 to ensure that programs were run safely, efficiently and economically.

- Conducted a variety of day and overnight trips that ranged from Washington, DC to Cape Cod, MA.
- Conducted surveys after several programs and trips which indicated that resident satisfaction was high.
- Raised over \$18,000 in monies, goods and services for special events.
- Continued successful working relationships with WCASD, ACAC, YMCA, Applebrook Golf Club, Villa Maria Academy, West Goshen Township, and West Chester Borough.
- Participated in the Chester County Recreation Consortium group throughout the year per the Comprehensive Plan.
- Made park facilities accessible and oversaw scheduling and permitting for thousands of participants in various sports activities.
- Reviewed and implemented guidelines from the Comprehensive Plan, i.e. mission statement.

Goals for 2011

Immediate Goals

- Increase revenues by a) increasing fees contributed by contractors hired for recreation programs i.e. soccer, tennis, yoga, etc. b) increased unit fee for field permits and pavilion permits c) reaching out to sponsors of special events d) use of grants to cover costs for any necessary programs.
- Participate in education workshops that involve creative ideas for fundraising.
- Work with Friends of East Goshen committee to find funding.
- Expand scope of partnerships for revenue purposes, i.e. with the Philadelphia Eagles for their football camp and with neighboring municipalities when possible.
- Find ways to increase recreation program exposure using modalities like Facebook and Twitter. Modify Summer Youth Camp to maximize participation and revenue.
- Modify Park Permit rules & regulations.
- Make use of top students at local schools for creative ideas, grant writing and other tasks.
- Utilize Boy Scout projects to enhance park system.
- Continue to review TAG recommendations.

Long-Term Goals

- Make Youth Recreation Camp pay for itself within two years.
- Implement a management plan over five years to clarify vision for Applebrook Park (corporate donations, mowing vs. meadow, invasive control).
- Streamline registrations by use of online payments.
- Build and install a restroom at Applebrook Park.
- Consider adding more members to the Park & Rec Board.

In regard to the goal for Facebook and Twitter, Don noted the Township is emphasizing the use of Constant Contact right now and is working to move toward an electronic newsletter. Don said he will be working with Deb Beury to make it possible for the Township to accept online payments for recreation programs, etc.

Marty said he wants the Park & Rec Board to have an annual goal of providing the Supervisors with a usage report for Park & Rec programs.

PLANNING COMMISSION

Sue Carty shared the 2011 goals of the Planning Commission:

2011 Goals

- Continue to work with applicants and support their efforts to comply with the MPC, East Goshen Township Zoning and East Goshen Township Comprehensive Plan.
- Monitor new technology developments and evaluate their potential impact on current zoning and the Township Comprehensive Plan and make necessary recommendations to the Board of Supervisors for proactive changes.
- Continue to prioritize and update the Planning Commission Comprehensive Plan Action Items to remain current with changing technology, market conditions and the environment.
- Encourage and support enrollment in continuing education for members of the Planning Commission.
- Encourage interaction with Planning Commission members from surrounding municipalities through various functions.

Chairman George Martynick then took over to describe their goals in regard to the Comprehensive Plan (see attachment).

Bryan DelMonte asked if there were any plans to address the Comprehensive Plan's goal of implementing a Scenic Road Overlay District in East Goshen. George said they have discussed it but it is not on the front burner right now. Bryan suggested the Planning Commission meet with the Conservancy Board to discuss it. Bryan said he was interested in learning what duty the Planning Commission has to preserve open areas and said that is another topic the two boards could discuss together. Kathryn Yahraes offered some suggestions for resources the two boards could use to research the topic of Scenic Road Overlay Districts. Ginnie Newlin said she remembers the Township began researching the Scenic Road Overlay District issue about ten years ago but then dropped it.

DEER COMMITTEE

Jim McRee said the Deer Committee is in "operational status" right now with no changes planned. He said the Township staff has taken over much of the running of the program. The Deer Committee has four areas of focus for 2011:

1. Deer Management. Jim noted 26 deer have been harvested so far this season.
2. Ticks.
3. Deer/vehicle collision prevention.
4. Communication to residents.

Jim noted that recent reports from hunters and residents indicate they are seeing fewer deer in the Township and less evidence of browsing.

The Deer Committee holds quarterly meetings on an as-needed basis.

BOARD OF SUPERVISORS

Chairman Senya Isayeff reported the Township is holding its value very well per the latest real estate valuation assessment. The assessed value of property in the Township is \$1.6 billion. Rick Smith pointed out that is not the total value, just the assessed value.

In an effort to cut costs through staff restructuring, 3.5 positions were cut in 2010. Senya said the Board and staff are working to minimize expenses while still delivering the highest level of service to residents.

The budget is the most critical responsibility of the Board of Supervisors. Senya thanked everyone, especially Rick Smith, who helped the Township overcome financial challenges in 2010. Staff and volunteers must continue to work together to protect the Township as it evolves.

Senya noted that East Goshen is a premier Township and people want to move here. He stated that every road in East Goshen is scenic. He said everyone in the room can serve as an ambassador and marketing agent for East Goshen.

Don thanked everyone on the ABCs who work so hard for the Township, and said the Board could not do its job without them.

Don reminded everyone the new website is up and running and gave kudos to Terry Bonenberger for all her work on the project.

Don reminded everyone that a new email system has been implemented as part of the Right-To-Know law. Each ABC Chairman has been issued a Township email mailbox as a way to ensure proper archiving. Don said he would be providing some written guidelines. Carmen reminded everyone about the importance of complying with the Sunshine Act and Marty Shane echoed his comments.

Marty said the new 501(c)(3) will be a way for the Township to raise additional revenue. He said the Board will need everyone's help to look for new revenue sources and to make the Township function as efficiently as possible. He thanked everyone for their work so far in this regard.

Senya reminded everyone to sign up for Constant Contact if they have not done so already.

Senya reported that on February 16 the Township will host a meeting of the Commercial Industrial Investment Council (CII Council), the first time the group has had a meeting hosted by a municipality.

Thom Clapper thanked all staff and volunteers who work to make East Goshen a premier Township.

Rick Smith said the Township owes thanks to the spouses of all the volunteers for their support.

Senya recognized the work of the Township Advisory Group.

Public Comment Period

None.

2011 Calendar of Events

Kathryn Yahraes distributed a 2011 Calendar of Events to everyone present.

Adjournment

There being no further business, the meeting was adjourned at 10:17am.

Anne Meddings

Recording Secretary

Attachment (PC Handout on Comprehensive Plan)

**Comprehensive Plan Actions
2011 Goals
Planning Commission**

Sub #	Title	Sub Title	Recommendations and Actions	Method of Implementation
2A-2 5	Promote redevelopment in commercial districts that enhances the character of the community.	Adopt design standards that create unifying visual features within existing commercial districts, primarily through landscaping, access control, sign regulation, and pedestrian/bicycle facilities.	Establish a shared parking strategy that reduces the number of total parking spaces required for adjacent commercial and noncommercial uses.	Zoning Ordinance, reference to Subdivision and Land Development Ordinance; Shared parking should incorporate a calculation that identifies peak hours of operation of adjacent uses to identify the number of adjacent parking spaces that could be shared.
2A-2 4	Promote redevelopment in commercial districts that enhances the character of the community.	Adopt design standards that create unifying visual features within existing commercial districts, primarily through landscaping, access control, sign regulation, and pedestrian/bicycle facilities.	Re-examine existing minimum parking requirements and, using the most recent available parking generation data, reduce the amount of parking required.	Zoning Ordinance
2B-2 5	Develop innovative design standards for future residential, commercial, and industrial development and redevelopment that minimizes impact on the environment and maximizes preservation of open space.	Adopt provisions that encourage flexibility for infill opportunities, while maintaining the existing character of local neighborhoods.	Review and revise the existing lot area, width, and yard regulations of the R-3 district to reflect the existing lot sizes within the district.	Zoning Ordinance (R-3 District)
2C-1 2	Encourage higher density uses along major roads and highways.	Encourage multi-story development of commercial areas to create greater diversity of use.	Evaluate the restriction allowing only one principal use per commercial lot and revise C-4 district area and bulk standards to reflect additional potential uses and multi-use development.	Zoning Ordinance
3C-1 1	Promote redevelopment in residential districts to preserve the character of East Goshen. Ensure redevelopment is suited in scale and character to the existing neighborhood.	Review zoning regulations that inhibit affordable housing development or redevelopment.	Review area and bulk regulations in the residential districts.	Zoning Ordinance (prior to amendments, a study of area and bulk regulations in the residential districts)
3C-1 3	Promote redevelopment in residential districts to preserve the character of East Goshen. Ensure redevelopment is suited in scale and character to the existing neighborhood.	Review zoning regulations that inhibit affordable housing development or redevelopment.	Review impervious coverage requirements in all residential districts.	Zoning Ordinance
2D-1 5	Preserve and enhance the concept of a Town Center.	Hold a workshop to develop a unifying design concept for the Town Center.	Hold a workshop to invite members of the public, design professionals, business owners, community leaders, and public officials to develop a common design concept and parameters for the Town Center.	Public Design Workshop incorporating: Small group sessions with design professionals to identify existing assets and concerns; Potential design solutions to unify the Town Center; Ordinance amendments to address design recommendations; A growth plan to maintain economic viability of the Goshen Village Shopping Center.

**Comprehensive Plan Actions
2011 Goals
Planning Commission**

Sub #	Title	Sub Title	Recommendations and Actions	Method of Implementation
4C-2 6	Protect scenic vistas and public and privately owned open space from the impacts of development.	Consider a scenic road overlay district.	Consider the creation of a Scenic Road Overlay District.	Update of Scenic Road inventory, Zoning Ordinance
8E-3 7	Identify regional highway improvement projects to enhance mobility and safety and reduce congestion.	Develop a plan and implementation program within the West Chester Region to address freight traffic.	Identify, in coordination with adjacent municipalities and the West Chester Region, those locations where freight traffic is high, and create a regional plan to address the problems resulting from such traffic.	Regional freight traffic study of local destinations and cross-municipal routes; develop recommendations to address impacts including noise, air pollution, roadway deterioration, intersection curve radii problems. Coordinate study through WCRPC and with adjacent municipalities not within WCRPC.
9D-1 6	Insure that each of the Township's Authorities, Boards and Commissions has a mission statement and a clear understanding of their role, responsibility and authority.	Review and update the mission statement for each of the Township's Authorities, Boards, and Commissions.	Provide an annual report including activities and decisions by each of the Authorities, Boards and Commissions.	Annual Report, compiled from ABCs written reviews, posted on Township website and copies at the Township Building