

**EAST GOSHEN TOWNSHIP
PLANNING COMMISSION
Meeting Agenda
Wednesday, September 5, 2018
7:00 PM**

- A. Call to Order / Pledge of Allegiance and Moment of Silence
- B. Chairman will ask if anyone is going to record the meeting
- C. **Review of Tracking Log / Determine need for Workshop Meeting**
 - 1. **Workshop meeting – September 26, 2018**
 - a. **Paoli Pike Corridor Overlay Project (Goshenville Overlay District)**
 - b. **Residential Openspace Development Planning Exercise**
- D. Public Comment on Non-Agenda Items
- E. **Approval of Minutes**
 - 1. **August 1, 2018**
- F. Subdivision and Land Development Applications
- G. Conditional Uses and Variances
- H. **Ordinance Amendments**
 - 1. **Incubator Uses / Discussion with Jon Altshul**
- I. Old Business
- J. 2018 Goals
- K. **Any Other Matter**
 - 1. **E. Strasburg Rd. Adopt a Highway Clean-up(Fall – October 6th / Rain Date October 20th)**
 - 2. **Acknowledge Pennoni Letter RE: Marydell Pond Rehabilitation / NPDES Application**
- L. Liaison Reports
- M. Correspondence

Bold Items indicate new information to review or discuss.

East Goshen Township Planning Commission
Application Tracking Log

Application Name	Application (CU,LD,O, SD,V, SE, CA)	Type (Sk, P, F)	Date Filed	Start Date	Date to Township Engineer	Date to CCPC	Date to Abutting Prop. / ABC's	Extension	PC NLT Action Date	BOS NLT Action Date	Hearing Date	Drop Dead date	Comments
No New Applications													

Bold = New Application or PC action required

Completed in 2018

1506 Meadowbrook Ln	SD/LD	P/F	2/26/2018	4/4/2018	2/27/2018	3/1/2018	3/1/2018	2	8/1/2018	8/21/2018	NA	9/3/2018	APPD
1339 E. Strasburg Rd.	CU	Sk	7/16/2018	7/16/2018	NA	NA	7/25/2018		8/1/2018	9/4/2018	9/4/2018	9/14/2018	
Malvern Institute, 940 King Rd.	V, SE	P	3/27/17	3/27/17	NA	NA	3/30/17	4	1/17/18	2/6/18	2/13/18	2/28/18	
WCASD / EG Elem.	LD	P	11/28/17	12/6/17	11/30/17	11/30/17	11/30/17		2/7/18	3/6/18	NA	3/6/18	APPD
1665 E. Boot Rd	V	P	12/1/17	12/1/17	NA	NA	12/7/18		1/3/17	1/16/18	1/25/18	1/30/18	APPD

DRAFT
EAST GOSHEN TOWNSHIP
PLANNING COMMISSION MEETING
August 1, 2018

The East Goshen Township Planning Commission held a regular meeting on Wednesday, August 1, 2018 at 7:00 p.m. at the East Goshen Township building. Members present were: Chairman Brad Giresi, Jim McRee, Ernest Harkness, and Silvia Shin. Also present was Mark Gordon, (Township Zoning Officer) and Janet Emanuel and David Shuey, (Township Supervisors).

COMMON ACRONYMS:

<i>BOS – Board of Supervisors</i>	<i>CPTF – Comprehensive Plan Task Force</i>
<i>BC – Brandywine Conservancy</i>	<i>CVS – Community Visioning Session</i>
<i>CB – Conservancy Board</i>	<i>SWM – Storm Water Management</i>
<i>CCPC – Chester Co Planning Commission</i>	<i>ZHB – Zoning Hearing Board</i>

A. FORMAL MEETING – 7:00 pm

1. Brad called the meeting to order at 7:00 pm. He led the Pledge of Allegiance and a moment of silence to remember our first responders and military.
2. Brad asked if anyone would be recording the meeting and if there were any public comments about non-agenda items. There was no response.
3. Brad checked the log and noted there will be a workshop meeting on August 15, 2018.
4. The minutes of the June 6, 2018 meeting were approved. The July meeting was cancelled.

B. SUBDIVISION & LAND DEVELOPMENT

1. 1506 Meadowbrook Ln - Shimon Guy, P.E., engineer for applicant addressed the Planning Commission. Justification for the waiver letter was provided to the Commission. Mr. Guy recapped what they have accomplished since the last meeting. Mr. Steve Legenstein, applicant, asked a question regarding the driveway easement and how they were to obtain the signature from the bank. Mr. Gordon suggested they discuss this with their attorney.

The Planning Commission made, seconded and unanimously passed the following motion: We recommend that the Board of Supervisors grant the requested waiver and approve the preliminary/final subdivision and land development plan for 1506 Meadowbrook Ln. dated August 1, 2017, last revised 6/25/2018 with the following conditions:

1. All comments outlined in the July 12, 2018 Pennoni review letter be addressed to the satisfaction of the Township staff prior to the issuance of Building Permits.
2. The applicant shall post the appropriate financial security and submit the land development agreement for review and approval by the Board prior to the execution of the final land development plans.
3. The applicant shall provide a copy of the fully executed driveway access and easement agreement to the Township in order to satisfy condition D of the Zoning Hearing Board decision prior to execution of the final plans by the Board of Supervisors.
4. The applicant shall follow all federal, state and local laws.

C. CONDITIONAL USES & VARIANCES

1. 1339 E. Strasburg Road (Home Occupation) - Mr. Peter Lloyd outlined his application to supply scuba diving equipment from his home. The Planning Commission asked various questions. The Planning Commission made, seconded and unanimously passed the following motion: We recommend approval of the conditional use application of Peter Lloyd for a home occupation use at his property, 1339 E. Strasburg Rd., as outlined in the application and pursuant to Section 240-31 and 240-32J of the Zoning Ordinance with the following condition:

1. The sign for the business will hang below the mailbox and will be in general conformance with the sign rendering submitted with the application.

1
2 **D. ORDINANCE AMENDMENTS**

3 1. Jon Altshul addressed the Planning Commission about Incubator Uses, which refers to any
4 multi-tenancy commercial or industrial space of “incubator businesses”, which are small (typically fewer
5 than about 15 employees) start-up businesses (usually less than 3 or 4 years old). The businesses are
6 usually in the software development and life sciences fields but could also include skilled trades
7 (plumbers, electricians) or artisan crafters (carpenters, jewelry makers, farmer’s market vendor kitchens,
8 etc.). The Planning Commission discussed this topic with the following questions:

- 9 1. Should we add an incubator class or use to the Zoning Ordinance?
10 2. Are there uses not currently in the Zoning Ordinance?
11 3. How do we define “incubator”?
12 4. Should there be a minimum/maximum square footage?

13 Jon and Mark Gordon will work on this and report back in September.
14

15 **E. ANY OTHER MATTER**

16 1. The PennDOT Adopt A Highway clean up will be Saturday October 6, 2018 rain date
17 Saturday October 20, 2018.
18

19 **F. LIAISON REPORTS**

20 1. Board of Supervisors – Janet and David informed the Commission of the Board’s creation of a
21 Pipeline Taskforce.
22

23 **ADJOURNMENT**

24 There being no further business, the meeting adjourned at 8:44 pm. The next meeting will be
25 held on Wednesday, September 5, 2018 at 7:00 p.m.
26

27
28 Respectfully submitted, _____
29 *Ruth Kiefer, Recording Secretary*

Memo

To: Planning Commission
From: Jon Altshul
Re: Consider Incubator Uses
Date: August 23, 2018

Following up on the discussion at the August Planning Commission meeting, below find four definitions of incubators found in other zoning ordinances, as well as staff's recommended changes to the Township's Zoning Ordinance with respect to Business Incubators.

Definitions of "Business Incubators" or "Incubators" in other Zoning Ordinances

- 1) A building that offers office, light industry and manufacturing and/or laboratory space, common facilities and shared support services at below-market rates to tenants. (**State College Township, PA**)
- 2) An organization designed to facilitate the growth and success of multiple entrepreneurial companies through a variety of business support resources and services that could include physical space, access capital, coaching, common services, and networking connections (**Everett, WA**)
- 3) A conglomeration of mixed use consisting of start-up business and/or industry that nurtures the development of entrepreneurial companies helping them survive and grow during the start-up period when they are most vulnerable. Business Incubators create jobs in a community, enhance a community's entrepreneurial climate retaining business in the community, build or accelerate growth in local industry and diversify local economics (**Sayre Borough, PA**)
- 4) A building or portion thereof which may include the following uses: Scientific research, product development and training (the "primary use"); manufacturing, fabrication, testing or repair directly related to the primary use; and/or accessory administrative and business offices directly related to said primary use (**Derry Township, PA**)

Based on these definitions, staff would propose that East Goshen define a "business incubator" as:

A building or portion thereof that offers shared or partially shared office, light industry and manufacturing and/or laboratory space, common facilities and shared support services to multiple entrepreneurial companies.

Proposed Changes to Zoning Ordinance

In order to implement Goal 3E of the Comp Plan with respect to incubators, staff recommends that amendments be made to §240-6 (Definitions); §240-6, §240-19 (I-1 Light Industrial District); §240-20 (I-2 Planned Business, Research, Limited Industrial Use); §240-21 (Business Park District); and §240-31 (Conditional Uses), as follows:

§240-6: Add "Business Incubator" definition, as noted above.

Add "Light Industry" definition as "Manufacturing and production establishments with limited employment, small structures, limited traffic and all processes carried on within the buildings with no outside storage of materials, equipment or products." Note that the term "Light Industry" is not defined elsewhere in the Zoning Ordinance.

§240-19 (I-1 Light Industrial District), Paragraph C (Permitted Conditional Uses): Add "(33) Business Incubator with uses that are permitted in this section by right or by conditional use and when specifically approved pursuant to § 240-31C(3)(ww)"

§240-20 (I-2 Planned Business, Research, Limited Industrial Use), Paragraph D (Permitted Conditional Uses): Add "(29) Business Incubator with uses that are permitted in this section by right or by conditional use and when specifically approved pursuant to § 240-31C(3)(ww)"

§240-21 (Business Park District), Paragraph C (Permitted Conditional Uses): Add "(27) Business Incubator with uses that are permitted in this section by right or by conditional use and when specifically approved pursuant to § 240-31C(3)(ww)"

§240-31-C-3 (Conditional uses; Standards for conditional uses and special exception uses and certain permitted by-right uses): Add (ww) "Business Incubators in the I-1 District pursuant to § 240-19C(33), in the I-2 District pursuant to § 240-20D(29) and in the BP District pursuant to § 240-21C(27). The following shall apply if an existing building is to be converted or if a new building is built for Business Incubator Use:

[1] Each tenant shall be required to have a Use and Occupancy permit prior to renting space in the Business Incubator

[2] No use shall be permitted in a Business Incubator that would cause the building to exceed the minimum off-street parking requirements pursuant to § 240-33

August 15, 2018

EGOST00015
Township of East Goshen
1580 Paoli Pike
West Chester, PA 19380

RE: **ACT 67, 68 & 127 NOTIFICATION OF PENDING APPLICATION
MARY DELL POND REHABILITATION PROJECT
EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PA**



Dear Planning Commission Members:

Acts 14, 67, 68 and 127, which amended the Municipalities Planning Code, direct state agencies to consider comprehensive plans and zoning ordinances when reviewing applications for permitting of facilities and infrastructure, and specify that state agencies may rely upon comprehensive plans and zoning ordinances under certain conditions as described in Sections 619.2 and 1105 of the Municipalities Planning Code. The Pennsylvania Department of Environmental Protection's Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in DEP Review of Permits for Facilities and Infrastructure (DEP's Land Use Policy) provides direction and guidance to DEP staff, permit applicants, and local and county governments for the implementation of Acts 67, 68 and 127 of 2000. This policy can be found at www.depweb.state.pa.us; keyword: Land Use.

In accordance with DEP's Land Use Policy, enclosed please find a Municipal Land Use Letter that is to be submitted with our permit application to DEP for an NPDES Permit for Stormwater Discharges Associated with Construction Activities. Please complete the attached form and return within 30 days to:

Name of Applicant: East Goshen Township

Address of Applicant: 1580 Paoli Pike, West Chester, P 19380

Project Location: Barker Drive East Goshen Township Chester County, PA

Project Description: The applicant proposes to rehabilitate and repair the existing 2.3 acre pond. The pond is owned by East Goshen Township and is on Township parkland. This is a rehabilitation project and no changes to the parkland are proposed.

Please do not send this form to DEP, as we must include the Municipal Land Use Letter with our permit application. If we do not receive a response from you **within 30 days**, we shall proceed to submit our permit application to DEP without the Municipal Land Use Letter. If the Municipal Land Use Letter is not submitted with our permit application, and we provide proof to DEP that we attempted to obtain it, DEP will assume there are no substantive land use conflicts and proceed with the normal application review process.

If you have any questions, please do not hesitate to contact me at (215) 254-7776.

Sincerely,
PENNONI ASSOCIATES INC.



Nathan M. Cline, PE
Township Engineer

Attachments – Sample County Land Use Letter, NPDES Permit Application Land Use Questions

cc: East Goshen Township, File

Date: AUGUST 31 2018

To: Pennoni Associates Inc.
Attn: Nathan M. Cline, P.E.
One South Church St. 2nd Floor
West Chester, PA 19382

From: Township of East Goshen

Re: **Act 67, 68 & 127 Notification of Pending Application**
Mary Dell Pond Rehabilitation Project
East Goshen Township, Chester County, Pennsylvania

The municipality of East Goshen Township states that it:

X Has adopted a municipal or multi-municipal comprehensive plan.
If yes, please provide date of adoption.
_____ Has not adopted a municipal or multi-municipal comprehensive plan.

10-20-2015

The municipality of East Goshen Township states that it:

X Has adopted a county zoning ordinance, or a municipal or joint-municipal zoning ordinance.
_____ Has not adopted a county zoning ordinance, or a municipal or joint-municipal zoning ordinance.

If applicable:

The municipality of East Goshen Township states that its zoning ordinance is generally consistent with its municipal comprehensive plan and the county comprehensive plan.

The above referenced project:

X meets the provisions of the local zoning ordinance.

If zoning approval is required for the project to proceed, the above referenced project:

NA

_____ has received zoning approval.
_____ has not received zoning approval.

If the proposed project has not received zoning approval:

What is the status of the zoning request for the proposed project? (e.g. Special Exception Approval from the Zoning Hearing Board required, Conditional Use approval from the Governing Body required)

NA

Is there a legal challenge by the applicant with regard to zoning for the proposed project?

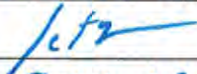
NO

Name and Contact Information for Municipal Zoning Officer:

MARK GORDON - 610-692-7171

Additional comments (attach additional sheets if necessary:

Submitted By:

Name	Louis F Smith Jr
Title	Township Manager
Contact Information (Address & Phone)	1580 PAOLI PIKE W.C. PA 19380 6106927171
Signature	
Date	8-31-18