



Upper Uwchlan Township
JOINT BOARDS & COMMISSIONS WORKSHOP
September 10, 2019
4:00 p.m.
Minutes
Approved

In attendance:

Guy Donatelli, Chair
Sandy D'Amico, Vice-Chair
Jamie Goncharoff, Member
Cary Vargo, Township Manager
Shanna Lodge, Assistant Township Mgr.
John DeMarco, Chief of Police

Matt Brown, Township Wastewater Consultant
Bob Schoenberger, Planning Commission Chair
Sally Winterton, Planning Commission Vice Chair
Cathy Tomlinson, Park & Rec Board Chair
Praveen Nadkarni, Park and Rec Board
Nancy Copp, Historic Commission Vice Chair
Cliff Schultz, Zoning Hearing Board Chair
Byron Nickerson, Emergency Management
Planning Commission Chair

Guy Donatelli called the Joint Boards & Commissions Workshop to order at 4:04 PM, led the Pledge of Allegiance, and offered a moment of silence. No one planned to video or audio record the Workshop.

Emergency Management Planning Commission (EMPC)

Byron Nickerson, Emergency Management Coordinator and EMPC Chair, reported that the temporary Emergency Operations Center (EOC) is up and running. Preparation is underway for an upcoming Limerick drill, which will take place at the temporary EOC. FEMA representatives will be present at the drill. The EMPC continues public outreach efforts. Attendance was high at the 2019 Block Party; EMPC representatives pushed Ready ChesCo and Smart 911 information at their table. Expanded outreach through the Township newsletter and Township website is planned. Cathy Tomlinson, a member of the EMPC, shared briefly about the pillowcase program, an emergency readiness program aimed at schoolchildren. This program is being expanded to reach all the local elementary schools. The EMPC is currently updating the Township Emergency Operations Plan (EOP) with updated contacts and equipment availability; the EMPC will create and maintain digital copies of this plan.

Municipal Authority

Matt Brown, Authority Administrator, provided updates on four capital projects. 1) The Milford Farms sanitary sewer design drawings and specifications are in design; the plan has been submitted and is awaiting approval from the DEP. 2) Byers Road Main – DEP has requested an extension of the main to the commercial area along Senn Drive. At an estimated \$650,000 for 21 EDUs, this is not feasible. The next Act 537 plan will study that area and allocate that capacity; the Authority is awaiting an official response from DEP. 3) Route 100 Regional WWTP Phase 3 – the plan is approved by DEP, and the construction application has been submitted. 4) Additional disposal capacity – Authority is in communication with a property owner in West Vincent Township who has indicated an interest in further discussion.

Park & Recreation Board (P&R)

Cathy Tomlinson, Chair, reported on budgetary recommendations for 2020 and 2021. Recommendations include: Engineering and construction of a trail connection to the Windsor Ridge neighborhood; Lighting upgrades at Hickory Park and Fellowship Fields; Bathrooms and classrooms in the lower level of the Barn at Upland Farms; an expanded parking lot at Upland

Farms; Enhancements to Eagle Crossroads, including a whimsical directional sign and water feature. Members of the Planning and Historic Commissions weighed in that a central fountain had once been planned for the pocket park but was eventually jettisoned due to cost and maintenance concerns. Ms. Tomlinson suggested that a water wall may be a more feasible option that would still fulfill the desire for a water feature.

Praveen Nadkarni, a member of the P&R and resident of Windsor Ridge, advocated further for a trail connection to the neighborhood, noting that this was promised by the developer. There is currently no safe pedestrian route to the Township trail system. Mr. Vargo noted that the current trail within the development has been constructed to the property line. Some engineering has been done, but easements are still needed. The Township can revisit easement conversations with private landowners. Alternate routes are not feasible due to wetlands.

Planning Commission (PC)

Bob Schoenberger, Chair, reported that the Commission continues evaluating ordinances for updates. The Lighting and Sign ordinances will be before the Board of Supervisors soon. The ordinances are being upgraded due to enhancements in technology, e.g., LED lighting. The Adaptive Reuse ordinance is also being reviewed; in conjunction with the Township Planning Consultant Brandywine Conservancy, the inventory of historic buildings is being reviewed. A discussion of regulations regarding outdoor clocks followed.

Technology Advisory Board (TAB)

Shanna Lodge reported that she and Gwen Jonik recently met with members of TAB to apprise them of technological aspects of the Township Building renovation.

Zoning Hearing Board (ZHB)

Cliff Schultz, Chair, provided updates on the recent and upcoming meetings of the ZHB. The ZHB met at the end of May concerning the Profound Technologies building on Little Conestoga Road. The commercial owner desired to build a loading dock, but the main building is not parallel to the road. Therefore, there is a 7.2-inch encroachment into the setback. The encroachment waiver was granted to applicant. Mr. Schoenberger noted that the PC is currently assessing the façade of the Profound Technologies building – plans are being revised for design.

Later this month, the ZHB will hold a hearing regarding an older home on Greenridge Road. The homeowner seeks to build an addition on the house but is limited because the percentage increase is capped at 25% by the Zoning Ordinance. Addition size is therefore significantly variant depending upon the size of the base building. A discussion of percentage-based calculations followed. Nancy Copp, Vice Chair of the Historic Commission (HC), noted that the home in question is on the historic list, and that an addition on the back of the house is preferable from an historic standpoint. Mr. Schultz noted that a letter from the HC could be read into the ZHB hearing record.

Environmental Advisory Council (EAC) Draft Ordinance

Shanna Lodge offered a summary of a draft EAC prepared for Board review. The draft has not yet been reviewed by counsel. Mr. Goncharoff requested a wording change in the budget section of the draft. Ms. Tomlinson inquired as to whether this would duplicate efforts of the P&R. Ms. Lodge noted that some EAC ordinances specifically call for cooperation, rather than replacement of one board with another; an EAC in UUT could focus on other matters, e.g., invasive species and recycling. Mr. Donatelli noted that this was not intended as a platform for a special interest group, but as an opportunity for residents with skills in this area. Mr. Schultz noted that he could not see an advisory board as anything other than a positive influence.

Township Building Expansion/Renovation Project Status Update

Mr. Vargo offered an update on the right-of-way work: Aqua service has been completed, and PECO work will commence soon. HOP work on fiber relocation and the installation of ADA ramps, curbing, sidewalks, and a retaining wall is underway. Flooring and framing are currently being installed. Delays in the structural work for the elevator shaft put the project a few weeks behind schedule, but the contractors are working to make up that time with extended days and Saturday work, at no additional cost to the Township. Site work should be completed by October; it is still expected that staff will return to the building in the spring of 2020.

Approval of warranty provisions for the low voltage system will be before the Board at their September 16 meeting.

Historic Commission (HC)

Nancy Copp, Vice Chair, was in attendance. She noted that the HC continues to work with the PC on an update to the historic resource list. The HC is working to inventory items within in the Upland Farmhouse and prepare for their removal during the mold remediation work. Ms. Lodge reported that a temperature controlled self-storage unit is the best option for temporary storage of HC documents, artifacts, and historic furniture. A discussion of a long-term plan for the Farmhouse followed. Mr. Goncharoff requested that the HC look into the parameters for painting the exterior of the Schoolhouse.

Open Session

Upland Farmhouse Mold Remediation

Shanna Lodge provided an overview of the three bids received by the Township for the mold remediation project and informed the Board that the lowest bid has been deemed unresponsive. Ms. Lodge updated the Board regarding the presence of asbestos containing material in the house. Township staff will follow up in checking the references of the lowest responsive bidder; consideration of the bid award may be on the Board agenda for September 16.

Time Capsule

Mr. Goncharoff and Ms. Tomlinson led a discussion regarding the burying of a time capsule at the Township Building during the renovation. Ms. Lodge noted that the size of the capsule would be quite limited, were it to be included within a block wall. Mr. Goncharoff envisioned that all schools within the Township be given the chance to contribute to the capsule. Ms. Winterton suggested that others in the community may want to contribute as well and suggested incorporating a time capsule event into the 2020 Block Party. It was determined that a larger capsule, as well as an underground location, would be preferable. A location will be selected when site work on the Township building is complete.

Adjournment

There being no further business to be brought before the Board, Guy Donatelli adjourned the Joint Boards & Commission Workshop at 5:29 p.m.

Respectfully submitted,

Shanna Lodge
Assistant Township Manager