



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS MEETING,
CONDITIONAL USE HEARING

July 21, 2025

7:00 p.m.

Approved

Attending:

Board of Supervisors

Andrew P. Durkin, Vice-Chair

Sandra M. D'Amico, Member

Township Administration

Tony Scheivert, Township Manager

Gwen Jonik, Township Secretary

Jill Bukata, Township Treasurer

Anthony Campbell, Zoning Officer

Tom Jones, Police Chief

Mike Esterlis, Public Works Director

Dave Leh, Township Engineer

Kristin Camp, Esq., Township Solicitor

Melissa Bailey, Court Stenographer

LOCATION: The Barn at Upland Farm, 301 Pottstown Pike, Chester Springs PA 19425

Mr. Durkin called the evening to order at 7:02 p.m., led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the meeting. There were 25 citizens in attendance.

Swearing in Ceremony ~ K9 Officer Dexter

Chief Jones summarized Upper Uwchlan's K9 Officer program over the years. There have been 2 K9 Officers previously. Officer Zmuida and K9 Dexter attended intensive training earlier this year. Tony Scheivert administered the Oath of Office. Sgt. Bright and Corporal Davis presented Dexter and Officer Zmuida with their credentials, which are handed down from both of their K9 programs.

Chief Jones recognized Anthony Gorgone and Family for their donation to the program, funding the purchase of Dexter and for the training program. Chief Jones recognized Eagle Animal Hospital for their donation of veterinary care.

Mr. Durkin announced a 5-minute recess.

Mr. Durkin reconvened the meeting at 7:22 p.m.

Conditional Use Hearing ~ 705 N. Reeds Road

Kristin Camp explained the conditional use approval process and introduced the Application of Michaela Kolbe, seeking approval to use 2 cottages on her property as short-term rentals. One of the cottages is currently being used as a short-term rental and Ms. Kolbe proposes eventually using the second as such, if approved. Short-term rentals are allowed in the R1 zoning district via conditional use approval. Melissa Bailey recorded the Hearing. Her transcript is the official Record of the Hearing. The following is a brief summary.

Ms. Camp entered the following Board exhibits into the Record:

B1 – Conditional Use Application

B2 – Proof of publication of the Hearing in the Daily Local News

B3 – Aerial photos of the property

B4 – Affidavit of property posting

B5 – Draft June 12, 2025 Planning Commission meeting minutes

B6 – Extension of timing to hold the Hearing ~ Granted by the Applicant

Ms. Camp explained becoming a Party to the proceedings. There were none.

Ms. Kolbe was sworn in by Ms. Bailey and provided testimony. The property is 1 acre with 2 separate cottages; she renovated the front cottage and has been renting it out; she's currently renovating the second cottage; the cottages are 650 SF each, 1 bedroom; rentals are for 2 people; safety measures in place; she's beautifying the property; parties are not allowed. Ms. Kolbe is the local responsible 'agent'.

There was discussion with Ms. Camp and the Board regarding age of renters, whether pets were allowed, and fencing for dogs.

Mr. Waltman, 730 N. Reeds Road made comments concerning parking and rule enforcement.

Ms. Costa, 710 N. Reeds Road commented on the property beautification, and is concerned with groups booking both cottages at the same time.

Mr. Sweeney, 735 N. Reeds Road inquired if rentals were permitted before, has no issue with the use, and made comments about rule enforcement if she's not living there.

Ms. Camp advised that Supervisor Baxter wasn't present this evening but may want to take part in the Decision. The Board has 45 days to render their Decision. Ms. Camp closed the Record and the Board will vote at their August meeting.

Mr. Durkin announced a 5-minute recess, and reconvened the Meeting at 7:59 p.m.

Approval of Minutes

Mrs. D'Amico moved to approve the minutes of the June 23, 2025 Board of Supervisors Meeting. Mr. Durkin seconded, and the motion carried.

Approval of Payments

Mrs. D'Amico moved to approve the payments to all vendors as listed July 16, 2025. Mr. Durkin seconded, and the motion carried.

Treasurer's Report

Jill Bukata reported that the balance sheet remains strong; we are halfway through the year; year-to-date revenues are at 62.8% of the budget; year-to-date expenses are at 48.8% of the budget; earned income tax revenue is @ \$58,000 higher than this time last year.

Mr. Scheivert reported that we received a check from the "Green Light Go" traffic light upgrade grant; 2 traffic lights were hit by a dump truck – repairs/replacement will be reimbursed by insurance.

Mr. Durkin announced an agenda item would be taken out of order.

ADMINISTRATION. F.

Dan O'Brien, RBC Capital Markets, LLC ~ General Obligation Bond Issue Review

Mrs. Baxter was present via phone. Mr. O'Brien provided a municipal bonds overview. The last time a Bond was issued for the Township was 6 years ago. The Township borrows funds for projects via bonds. Bonds are tax exempt from income taxes on the interest rate. Bonds, following the Local Government Bond Act, are complicated so the Township has a Bond

Counsel. Bonds are paid off over 30-40 years, usually the useful life of what you're borrowing the money for. Interest rates are fixed over the life of the Bond. The Municipal Authority projects are included in the Bond. RBC is the investment bank. Upper Uwchlan has a very high rating – Aa1. The procedure is to enact an ordinance to set bond parameters and authorize the bond purchase agreement with RBC. This bond will be for \$9,000,000; \$1,600,000 to acquire 144/128 Byers Road, \$1,385,000 for Hickory Park improvements, and \$5,500,000 for the Municipal Authority's sewer-related projects – acquire wastewater disposal areas, extend service. Mr. O'Brien walked through the debt structure for 20-year, 25-year, 30-year. The Supervisors and the Authority may meet to decide the term of the bond.

Supervisor's Report

Mr. Durkin read the published calendar: July 27, 2025 1:00-4:00 Farmhouse Museum open at Upland Farm Farmhouse hosted by the Historical Commission; August 10, 2025 4:30 p.m. Live must concert by Starner & Schmidts Acoustic Duo at Upland Farm Park hosted by the Park & Recreation Board; September 1, 2025 Office Closed ~ Labor Day; yard waste collection dates July 23, August 6, August 20.

Mr. Durkin announced that the Supervisors will meet only once in August, August 12, 2025 at 6:00 p.m.

Administration Reports

Township Engineer's Report

Dave Leh reported the Planning Commission recommended approval for Byers Station Parcel 5C Lot 2B Phase 2, proposing another 10,500 SF retail/commercial building to the north of the Celebree Daycare that is currently under construction; revised plans for 500 Pottstown Pike (Porsche Service Center) are under consultant review.

Building and Codes Department

Anthony Campbell reported 62 building permits were issued last month, totaling \$34,038 in permit fees; 146 scheduled inspections performed; 12 resales; 4 new homes settled; decreased number of zoning complaints; helped with storm cleanup.

Police Chief's Report

Chief Jones reported 964 incidents were logged, 110 citations issued, the 2025 Block Party was a big success; prepare emergency kits for your home and cars in case of summer storms.

Public Works Department

Mike Esterlis reported the Department completed 124 work orders, completed road base repairs on Oscar Way and Senn Drive, assisted with Junior Police Academy and the block party and removed artifacts for the Historical Commission from the Windsor Baptist Church.

Sue Quake questioned the timeline for paving Font Road. Mr. Esterlis noted it would most likely be this Fall for trench restoration and paving on Surrey Lane, Carriage Drive and Font Road, from Black Horse to Route 100.

ADMINISTRATION

Ordinance Amendments. Ms. Camp advised amendments had been made and reviewed by the County Planning Commission to modernize our sign ordinance and to amend the short-term rental ordinance – that approval is specific to the applicant, not the land, that pets are limited

and to incorporate into the applicant's rules that quiet hours are 10:00 p.m. – 7:00 a.m. There was more discussion about adding age restrictions for the renters – 21 or 25 years of age -- into the ordinance. The vote was tabled tonight to add an age restriction and vote in Sept.

Struble Trail Traffic Crossing Signal Agreement. Ms. Camp explained an Agreement with the County for the pedestrian crossing signal on Dorlan Mill Road for the Struble Trail extension. The County asked the Township to be the Permittee, own the signal and maintain it. The County will reimburse the Townships for those costs. This Agreement memorializes those details. Mrs. D'Amico moved to approve and execute the Agreement. Mr. Durkin seconded, and the motion carried.

Disposition of Township. Gwen Jonik explained that the Public Works Department had replaced the 2008 John Deere tractor and boom mower and offered it for sale via Municibid, an electronic auction. The high bid was \$33,300.00. Mrs. D'Amico moved to accept the high bid and approve the sale to the high bidder. Mr. Durkin seconded, and the motion carried.

Verizon Cable Franchise Renewal. Mr. Scheivert read a statement that the Township was negotiating renewing the Verizon Cable Franchise and was seeking public comment regarding past performance of Verizon and future cable-related needs. Mr. Scheivert noted that this used to be a revenue stream for the Township, however, with streaming services abounding, this revenue continues to drop. There were no comments from the public.

Proposal for architectural drawings for 144 Byers Road. Mr. Scheivert advised that McHugh Engineering Associates had provided a scope of work for providing consulting engineering services for 144 Byers Road, the building the Township has purchased for administration offices, for additions/alterations. Giresi Design Architecture had provided schematic design drawings which were used in preparing McHugh's quote. Mrs. D'Amico moved to approve McHugh's proposal, not to exceed \$108,500, and subject to the revision of "Terms" the Township Solicitor may find objectionable. Mr. Durkin seconded, and the motion carried.

Open Session

Gerry Stein made comments regarding proposals for the development of the Lionville Station Road property and how that would potentially affect East Township Line Road. Mr. Scheivert has been in touch with Uwchlan Township's Manager and there are several proposals – a natatorium (Olympic size pool), warehousing, homes/apartments -- and he knows the Planning Commission is concerned with the traffic. As the proposals are presented to Uwchlan Township, we can have our consultants review them and make comments. Bowman is the traffic engineer in both Townships.

Adjournment

There being no further business to be brought before the Board, Mr. Durkin adjourned the Meeting at 9:32 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary