

**PENNSBURY PLANNING COMMISSION MINUTES
JANUARY 9, 2013**

Bob Crandell called the meeting to order at 7 p.m. The minutes of the December 11, 2012 meeting were approved as submitted.

Election of Officers for 2013 – Bob Crandell nominated Dennis Smith for Chairman. The motion was seconded. Motion was passed unanimously. Lynn Luft nominated Bob Crandell for Vice Chairman. The motion was seconded. Motion passed unanimously. Dennis Smith nominated Chip Horne for Secretary. The motion was seconded and passed unanimously.

Chairman Smith thanked Mr. Crandell for his chairmanship during the past years. He stated the meetings going forward would continue to take place on the second and fourth Tuesdays of the month at 7 p.m. and a written agenda will be provided for each meeting. Mr. Smith went on to note the following:

- The supervisors appointed Bob Crandell and Jim Ware for another 4 year term on the Planning Commission during their organization meeting on 1/7/13. They also appointed Lynn Luft to the Historical Commission to fill out the term of Anne Wattman which runs until the end of 2014.
- Longwood Gardens made a presentation to the supervisors at their regularly scheduled January meeting regarding their application for a zoning hearing board meeting. They are requesting a special exception to erect a foot bridge in the flood hazard district. This hearing is scheduled for February 7, 2013 at 7 p.m. The supervisors stated they would support the application conditioned upon a favorable review of the plan by Matt Houtman.

Kathy Howley reported that she will be contacting the County with regard to Vision Partnership grant money for the update of the subdivision ordinance. Spence Qualls will be on the Feb. 12th agenda to discuss ideas for the use of the Ramsey House in Fairville Village. The Planning Seminar with the supervisors is scheduled for January 22nd at noon. Following that seminar the Planning Commission members will conduct their regularly scheduled meeting for that day.

Jim Ware gave a report to members on a recent presentation by the Longwood Volunteer Fire Co. to the Kennett Area Regional Planning Commission. They are requesting a dedicated tax for emergency services from each municipality that they serve. Longwood serves 100% of Pennsbury Township.

Members reviewed the draft of the Operating Principles that Mr. Smith and Mr. Horne submitted and noted the following:

- In the document the MPC is noted as well as suggestions for procedures which tend to be confusing. Don't intermingle law with "suggestions". The document should state what is law and what is not.
- An ordinance is required to add/decrease members on the PC
- The Secretary of the PC will take minutes in the absence of the Township Manager
- The meeting dates will be set at the PC organizational meeting.
- Would like to see a definition section in the document
- Encourage continued education by members

- Suggest we attach to the Operating Principles Section 200 of the MPC which speaks to the organization and duties of a Planning Commission

Chip Horne and Dennis Smith will go back and draft two documents; one which highlights what is law in the draft document and another draft that separates it out and offers suggestions on one page and attaches the MPC Section 200.

With no further business the meeting adjourned at 9:30 p.m.

Respectfully submitted:

Kathleen Howley
Recording Secretary