

**PENNSBURY PLANNING COMMISSION MINUTES  
AUGUST 28, 2018**

Chairman Dennis Smith called the meeting to order at 5 p.m. Present: Dennis Smith, Jeff Streitell, Lynn Luft, Jim Ware and Kathleen Howley. The minutes of July 10, 2018 and August 14, 2018 were approved as submitted.

A discussion on special event regulations continued with Lynn Luft reviewing with members the charts and other handouts she had compiled as a result of her research on this topic.

1. It was agreed by members that one criterion for a special event permit would be placement of the event on a major road, Rt. 1, 926, 52 or South Creek Road.
2. Minimum acreage 30+ acres. Larger lot would help with issues like parking, noise control, lighting etc.
3. Exempt from a permit would be churches, schools, private social events.
4. Setbacks should be noted, especially side yard and back lot lines since the structure could be sitting near these lines and neighbors in close proximity.
5. Parking should be behind or to the side of the structure where the event might take place.
6. Structure – permanent/temporary?
7. The number of people attending – put in a “not to exceed limit” taking into consideration the safety and welfare of all guests attending.
8. Downward lighting to be provided for safety on premises.
9. Limit number of events per year and anything over that number to be approved by BOS

It was agreed that Kennett Township has a good example of an ordinance and permit application which we can use as a guideline. After we draft our guideline, it will be sent to Tom Oeste for review. An ordinance to enact the permitting process must be passed and Tom can help with that. The ordinance should be general in nature and the permit contain more details and criteria for issuing the permit.

With no further business the meeting adjourned at 7:10 p.m.

Respectfully submitted:

Kathleen Howley  
Recording Secretary