

**PENNSBURY PLANNING COMMISSION MINUTES**  
**DECEMBER 11, 2023**

Chairman Dennis Smith called the meeting to order at 5:00 p.m. In attendance were Dennis Smith, Alan Matas, Mike Clements, Karen Meloney, Kay Ellsworth, and Kathleen Howley. The minutes of October 24, 2023 were approved as submitted.

**Wes Atkins 3 lot Final Subdivision** – Township Engineer Matt Houtman was present to go over his last review letter of December 5, 2023 with the applicant and his engineer. Mr. Houtman stated that the plan started out as 4 lots but has most recently been revised to reflect 3 lots with a common driveway off McFadden Road. Mr. Houtman suggested an alteration of the proposed driveway and presented a sketch plan showing the change which was reviewed at the meeting with Mr. Atkins and his engineer. The applicant agreed to the change as well as the changes requested by Mr. Houtman in his December 5<sup>th</sup>, 2023 review letter. Discussion followed as to waivers requested by applicant as well as the definition of driveway in the Zoning Ordinance and SALDO. After much discussion members moved to recommend approval with the following conditions and the motion was seconded:

1. Compliance with all matters raised in Mr. Houtman's letter of 12/5/23 including his response to requests for waivers 1 and 2.
2. Revision of the location of the 50' common access as reflected in Mr. Houtman's 12/11/23 sketch, Sheet 2 of the plans
3. Waiver, if necessary, of SALDO sec. 138-503.c(3) such that if one acre minimum cannot be achieved for Lot #1, then the 40' setback will be measured from the property line rather than the easement line. This waiver would be used to the minimum extent possible and with approval of the township engineer.

A vote was taken and all were in favor. Motion passed.

**Brandywine Conservancy, Grant DeCosta and Olivia Falcone** were present as well as consultant John Snook to review the path forward for the VPP grant awarded to the township and work to start early 2024 once the scope of work is approved by the Township and the Chester Co. Commissioners issue contracts to be signed. Grant DeCosta went over the timeline, meeting schedules and work to be done. The work should be completed within one year from start date although 18 months is built into the contract. Grant will check with the County for contract dates and confirm if ideally the scope of work should be approved by the supervisors at their January 2, 2024 meeting. Ms. Howley will discuss the matter with the Board tomorrow. The Planning Commission members will make a recommendation to the Supervisors regarding the scope of work, if the Board needs to address this at their January 2, 2024 meeting.

The PC organization meeting will be held on Tuesday, January 23, 2024. With no further business the meeting adjourned at 7:05 p.m.

Respectfully submitted: Kathleen Howley, Recording Secretary