

Pennsbury Township Board of Supervisors Minutes

March 18, 2026

The Board of Supervisors of Pennsbury Township held a regular meeting on Wednesday, March 18, 2026, at 7 p.m. in the township building. Present were Supervisors Aaron McIntyre, Wendell Fenton, Gerard Pinamonti, Solicitor Tom Oeste, Township Engineer Matt Houtman, Planning Commission Chair Kay Ellsworth, Historical Commission Chair Judi Wilson, Roadmaster Patrick Yerkes, and Township Manager Dan Boyle. A motion to approve the February 18, 2026 regular meeting minutes was made by Supervisor Pinamonti and seconded by Supervisor Fenton. The motion carried unanimously.

Resolution – Disposal of Records

Supervisor McIntyre introduced a resolution for the disposal of records under the Pennsylvania Municipal Records Act. Solicitor Tom Oeste summarized the requirements of the Act, noting that:

- The Act authorizes the destruction of certain records in accordance with an established records retention schedule.
- The Act requires that an individual resolution be adopted each time a group of records is proposed for destruction.
- The resolution identifies the specific group of records to be destroyed, which will be attached as Exhibit A. Supervisor McIntyre made a motion to adopt the resolution authorizing the disposal of designated Township records pursuant to the Pennsylvania Municipal Records Act and the applicable retention schedule. The motion was seconded by Supervisor Pinamonti, and passed unanimously.

Conditional Use Decision – 2 Running Fox Trail

Manager Boyle introduced the decision for the conditional use application for 2 Running Fox Trail, which had been heard at the February 18, 2026, hearing.

Solicitor Oeste reported:

- The Board conducted a conditional use hearing on February 18.
- A written Decision and Order had been prepared and previously circulated to the Board.
- The decision approves the conditional use application subject to nine (9) conditions.

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1. The applicant shall comply with the applicable conditional use criteria in the Township Zoning Ordinance (Section 162-2045 and related provisions).
2. The solar energy system shall be limited to the locations and sizes approved by PECO and as presented in the application.
3. All visible metal on the roof-mounted system, including racking and attachments, shall be black metal.
4. The solar panels, coatings, and all visible components (including hardware, connectors, and penetrations) shall be black in color to minimize visual impact.
5. Solar panels shall be attached only to the front and side roof surfaces as depicted in the exhibits presented by the applicant.
6. The system must comply with all applicable building, electrical, and safety codes and standards.
7. The Township Building Code Official shall verify that the roof structure is adequate to support the solar installation.
8. The solar system shall be continuously maintained in accordance with manufacturer specifications.
9. A memorandum of the Decision and Order shall be recorded so that it runs with the land and is reflected in the chain of title.

A motion was made by Supervisor Fenton to adopt the Decision and Order approving the conditional use application for 2 Running Fox Trail subject to the nine stated conditions. It was seconded by Supervisor McIntyre. A vote was taken and it carried unanimously.

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Zoning Hearing Board Application – 357 Chandler Road (David McMain)

Manager Boyle introduced the Zoning Hearing Board application for 357 Chandler Road, presented by David McMain.

Mr. McMain stated:

- The property is an historic home, traced to approximately 1780 or 1810 depending on the reference.
- There have been two major additions:
 - An older addition on the left side of the house (as viewed from the front), built about 30 years ago by prior owners.
 - A more recent addition on the right side that includes the kitchen, mudroom, and existing garage.
- The proposal is to convert the existing garage into living space and extend/push it out by 10 feet toward the side property line.
- This requires a dimensional variance for encroachment into the side yard setback.
- The design intent is to:
 - Use the same stone, board and batten, cedar shingles, and copper gutters as the existing structure.
 - Maintain the historic character and make the space more functional as a living room.
- A row of arborvitae and a fence already exist along the adjoining property line.
- The most affected neighbor has provided written confirmation of their support.

The Historical Commission Chair Judi Wilson indicated the HC had formally reviewed the plans and noted that the same architect who has previously worked on the house will be used, ensuring that the addition will blend in visually and be an appropriate use of space. She stated that the proposal improves livability without detracting from the historic resource. As a result, they supported the application.

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The Planning Commission Chair, Kay Ellsworth reported that

- The Planning Commission and Historical Commission conducted a joint site visit on March 3.
- The Planning Commission unanimously voted to recommend that the Board support the variance application for two principal reasons:
 1. It is a de minimis dimensional variance on a property of approximately 4.5 acres, and the degree of encroachment is minor and appropriate in scale.
 2. The directly affected neighbor supports the application.

A motion was made by Supervisor Fenton to support the application, which was seconded by Supervisor Pinamonti. The motion passed by unanimous vote.

Professional Reports

Engineers Report

Township Engineer Matt Houtman reported:

- The Township engineer has completed design work to replace a culvert/structure on Hickory Hill Road.
- A design has now been prepared and reviewed with Patrick Yerkes.
- Plan reviews for the property located at 800 & 1000 Hickory Hill Road subdivision/property.
- Several land disturbance permit applications have been reviewed.

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Road Report

Roadmaster Patrick Yerkes reported on recent road maintenance activities:

- Pothole patching and cleanup of plow damage following recent storms.
- Responded to three additional storms that required salting and plowing.
- Repaired a leaking hydraulic cylinder on the Township backhoe.
- Replaced all stop signs along Route 1 and began sign replacement in the Knoll neighborhood.
- Cleared approximately eight (8) fallen trees from roadways, with about five of them falling during the most recent snowstorm and requiring removal during active plowing.

Planning Commission Report

Chair Ellsworth reported on the Planning Commission's recent activities:

1. 357 Chandler Application
 - As previously discussed, the Planning Commission:
2. Comprehensive Plan Update
 - The Commission received an update from Karen Maloney, Planning Commission member serving on the Comprehensive Plan Task Force.
 - The Task Force recently held a second meeting, focusing on:
 - Natural resources.
 - Open space planning.
 - The main work at the recent meeting was finalizing a Township-wide survey intended to gather resident input regarding the Comprehensive Plan update.
 - The survey has been deliberately kept simple and concise to encourage a high response rate.
3. Upcoming Applications (Renninger)

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- The Planning Commission expects to take up the Renninger application again at its April 8, 2026 meeting, including:
 - The conditional use application, and
 - The subdivision application.

A bill list dated March 16, 2026, numbering 2641 – 2667, Capital Reserve Fund numbering 190, Road Reserve PLIGIT numbering 196 - 204, State Fuels Fund numbering 522 were approved for payment by the Board. The Board also reviewed the February bank reconciliation for the General Fund. With no further business, the meeting adjourned at 7:50 p.m.

Respectfully submitted: Dan Boyle, Township Manager