



**THORNBURY TOWNSHIP  
DELAWARE COUNTY  
Planning Commission  
6 Township Drive  
Cheyney, PA 19319-1020**

**James Bulkley, Chairman  
James Quinn, Jr., Vice-Chairman**

**Robert Ricciuti  
Allen McCann  
Robert Ferrara  
Charles Howat  
Kenneth Zitarelli**

**MINUTES  
Thornbury Township Planning Commission Meeting  
Wednesday, December 14, 2011**

The Thornbury Township Planning Commission held a public meeting Wednesday, December 14, 2011 at the Township Administration Building, 6 Township Drive, Cheyney, Pennsylvania. Vice-Chairman Quinn called the meeting to order at 7:00 p.m.

**PRESENT:** James Quinn, Jr., Vice Chairman Mike Ciocco, P.E., Twp. Engineer  
Allen McCann Wayne Grafton, Land Planner  
Robert Ricciuti Ken Kynett, Esq., Solicitor  
Charles Howat  
Robert Ferrara  
Kenneth Zitarelli

**ABSENT:** James Bulkley, Chairman

**MEMBERS OF PUBLIC:** 6

Mr. Quinn reviewed the Agenda, as follows:

**AGENDA**

1. **SALUTE TO THE FLAG**
2. **PUBLIC COMMENT**
3. **APPROVAL OF MINUTES – November 9, 2011**
4. **OLD BUSINESS**
  - a. **Wills 3 lot Prelim./Final Sub., 35 Locksley Rd.  
Motion to Recommend Denial**
  - b. **Gricco Subdivision Amendment – Motion to Recommend  
Withdrawal of Motion to Recommend Denial**
  - c. **Sign Ordinance**
  - d. **Accessory Structure Regulations Ordinance**
  - e. **Comprehensive Plan**
5. **NEW BUSINESS**
  - a. **2012 Meeting Dates**
6. **ACTION DATES REVIEW**
7. **NEXT MEETING – Wed., Jan. 11, 2012 at 7 p.m.**
8. **ADJOURNMENT**

1. **SALUTE TO THE FLAG:** Mr. Quinn led the salute to the flag.
2. **PUBLIC COMMENT:** There were no comments from the public.
3. **APPROVAL OF MINUTES:** On a motion by Mr. McCann and seconded by Mr. Ricciuti all members present voted “aye” to approve the November 9, 2011 minutes, as amended by Mr. Ciocco and Mr. Kynett. Mr. Ricciuti and Mr. Ferrara abstained due to their absence from that meeting.

4. **OLD BUSINESS**

a. **Wills 3 lot Prelim./Final Subdivision, 35 Locksley Rd. – Motion to Recommend Denial:**

**Present: Carol Wills – the applicant**

The members stated the importance of a common driveway maintenance agreement, particularly since the plans indicate that a new user of the proposed common driveway will be introduced to an existing neighbor already using the driveway. Mrs. Wills stated that there was never a need for an agreement in the past and did not want to spend more money to have it drawn up by her attorney. Mr. Kynett stated that future neighboring property owners may not be as friendly and when everyone's rights and responsibilities are spelled out in a maintenance agreement, it eliminates problems, and therefore the agreement is a necessity if the common driveway is to be considered for the subdivision. Mrs. Wills agreed to create and submit a driveway maintenance agreement herself.

Mr. Ciocco briefly highlighted his 12/7/11 review and noted that a common driveway maintenance agreement was the only major issue remaining. Mrs. Wills stated that she would comply with all items in Mr. Ciocco's 12/7/11 review letter.

The members briefly discussed the 1/11/12 date to act on the pending Wills Subdivision Application. Because the Planning Commission is not scheduled to meet again until that date, it took the following precautionary action to ensure that the Township would have the necessary recommendation to properly act on the Wills Subdivision Application within the time prescribed by law:

***MOTION:*** *Mr. Ricciuti moved and Mr. Zitarelli seconded to recommend to the Board of Supervisors that the Wills 3-Lot Subdivision be denied as non-compliant with Township Codes for the reasons stated in Mr. Ciocco's December 7, 2011 review letter, unless the Township should receive an extension to consider the Application on or before January 11, 2012, in which case, the Planning Commission would, at that time, withdraw this recommendation and move forward on the Wills Subdivision Application discussion. The motion passed unanimously.*

b. **Gricco Subdivision Amendment – Motion to Recommend Withdrawal of Motion to Recommend Denial:**

An extension had been received by the November 9, 2011 action deadline.

**MOTION:** *Mr. McCann moved and Mr. Howat seconded to rescind the conditional motion made at its November 9, 2011 meeting recommending denial of the Gricco Subdivision Amendment. The motion passed unanimously.*

As a result of the prior motion being rescinded, the Planning Commission will move forward on the Gricco Subdivision Amendment discussion and provide a recommendation at the conclusion of its review.

- c. **Sign Ordinance:** Mr. Grafton handed out his draft ordinance; “Amendment to the Thornbury Twp. Zoning Ord. for the Regulation of Signs” dated 12/12/11, and asked the members to review it for the next meeting. Mr. Grafton briefly highlighted the changes.

Mr. Grafton noted that a copy of the Township’s PRD-3 was needed (as noted on page 47).

Mr. Ricciuti questioned the need for a severability clause. Mr. Kynett explained that when this ordinance becomes effective, pre-existing regulations become ineffective and the adopting ordinance will include a severability provision. There were no comments from the public.

- d. **Accessory Structure Regulations Ordinance:** Tabled – waiting for draft ordinance from Mr. Grafton.
- e. **Comprehensive Plan:** Tabled – waiting input from Mr. McCann (EAC) and Mr. Miller (HC).

**5. NEW BUSINESS:**

- a. **2012 Meeting Dates:** The members discussed scheduling only 1 meeting a month, with a 2<sup>nd</sup> meeting, only if needed.

**MOTION:** *Mr. Zitarelli moved to recommend to the Board of Supervisors that the Planning Commission schedule 1 meeting a month for 2012.*

There was no second and the motion was withdrawn.

After the discussion there was a consensus to reduce summer meetings to 1 per month in addition to Nov. and Dec.

**MOTION:** *Mr. Ferrara moved and Mr. McCann seconded to recommend to the Board of Supervisors a 2 meeting per month Planning Commission schedule for 2012, with the exception of June, July, August, November, and December, in which only 1 meeting per month will be scheduled. The motion passed unanimously.*

6. **ACTION DATES – REVIEW:** Mr. Quinn reviewed the Gricco and Wills Action Dates. The members briefly discussed the Adler and Craig applications, in which their action dates remain indefinite.
7. **NEXT MEETING:** Wednesday, Jan. 11, 2012, at 7 p.m.
8. **ADJOURNMENT:** On a motion by Mr. Howat and seconded by Mr. Ferrara, the meeting adjourned at 7:55 p.m.

Respectfully submitted,

Deborah Zitarelli  
Planning Commission Secretary

cc: Planning Commission Members  
Board of Supervisors  
Kenneth D. Kynett, Esq.  
Robert P. Anderman, Esq.  
Jeffrey Seagraves, Township Manager

Ted McCandless, Code Administrator  
Michael Ciocco, Township Engineer  
Wayne Grafton, Land Planner  
Geoff Carbutt, Subdivision Coordinator  
Suzanne Howat, Bookkeeper