

**NEWTOWN BOROUGH PLANNING COMMISSION
MEETING MINUTES**

January 3, 2011

In attendance were members Warren Woldorf, Paul Snyder, Debbie Donofry, William Heinemann, Paul Salvatore and Borough Council Liaison, Mike Sellers.

Also present was Borough resident Brian Titus.

Call to Order

Chairman Woldorf called the meeting to order at 7:05 P.M.

The December 6, 2010 meeting was cancelled.

New Business

Reorganization

Election of Chairman

The members discussed the election of Chairman. Mr. Salvatore suggested, as a point of order, postponing the reorganization of the Commission due to the 2010 expiring terms of two existing members and tentative appointment of new members filling two other vacancies by Borough Council at its next meeting. Chairman Woldorf advised that the Commission could reorganize at this Commission meeting; he referenced Section 203B of the Pennsylvania Municipalities Planning Code which cites that members with expiring terms continue serving until the governing body appoints a successor (or reappoints them), and advised that reorganization is required at the Commission's first meeting if a quorum is present. Mr. Heinemann nominated Mr. Woldorf as Chairman. There were no additional nominations for Chairman.

Mr. Snyder made a motion to close the nominations for Chairman and to nominate Mr. Woldorf for Chairman. The motion was seconded by Mrs. Donofry and passed with one member voting nay (4-1).

Election of Vice Chairman

The members discussed the election of Vice Chairman. Mr. Snyder nominated Mr. Salvatore for Vice Chairman. Chairman Woldorf nominated Mr. Snyder for Vice Chairman. Mr. Snyder respectfully declined the nomination.

Mr. Heinemann made a motion to close the nominations for Vice Chairman and to nominate Mr. Salvatore for Vice Chairman. The motion was seconded by Mrs. Donofry and passed unanimously (5-0).

Selection of meeting dates and time for 2011

The members agreed to continue to meet on the first Monday of the month at 7 P.M., with the exception of July and September due to national holidays. Those meetings

would be moved to the second Monday of the month (July 11th and September 12th). Chairman Woldorf reported that he would notify the Borough of the Commission's 2011 meeting schedule

Old Business

Discussion of TND text modifications; response to 12-01-10 memorandum from BCPC

The Commission discussed the latest TND text modifications and the memorandum received from the Bucks County Planning Commission dated December 1, 2010.

Mr. Snyder advised that he was concerned with residential density. The members discussed density and the maximum number of dwelling units that should be permitted on an acre. Chairman Woldorf referred back to the Commission's thought process with regards to density. He also reported on the research he has done and discussions with BCPC senior staff regarding density. He discussed ordinances in other municipalities, the Borough's current TND ordinance being written for a specific site and on the proposed TND being different due to it permitting mixed-use development. The members discussed multi-family dwellings and the Borough's Zoning Ordinance. They agreed that a density per acre factor would not be referenced in the proposed TND ordinance.

Mr. Heinemann commented on open space and the BCPC's recommendations. Chairman Woldorf reported on discussions with the BCPC and suggestions received from the County planners based on their Neshaminy Creek Storm Water Management Report.

Mr. Heinemann asked how the newest modifications will go back to the BCPC for their review. Chairman Woldorf reported that a response to their memorandum was sent to the BCPC on December 19, 2010 and on his meeting with representatives of the BCPC. The BCPC intends to discuss the revised TND ordinance formally at their February meeting.

Chairman Woldorf reported that the Borough Planning Commission needs to take action at this meeting to pass the latest TND text modifications on to Borough Council for their review. It would be up to Borough Council to forward the document to the BCPC.

Mr. Heinemann reported that he had no further comment on the latest TND text modifications.

Mr. Snyder agreed that he too had no further comment on the latest text modifications.

Mr. Salvatore suggested having the document reviewed by the Borough Zoning Officer prior to sending it to the BCPC. Chairman Woldorf reported that a prior draft of the proposed TND was reviewed by the Zoning Officer in August, 2010 and that the BCPC has advised him that they will have no further comment, and that this revision is ready to be advertised for adoption.

Mrs. Donofry advised that she too had no further comment on the latest TND text modifications. She feels that the Commission has done a good job on the project.

Chairman Woldorf advised that he was looking for a member to make a motion to recommend that Borough Council accept the December 30, 2010 package for their review and that the document be forwarded to the Bucks County Planning Commission as per the Pennsylvania Municipalities Planning Code requirements, and that the Borough advertise it for adoption.

Mr. Heinemann made a motion that the Planning Commission recommends that the Newtown Borough Council approve the proposed modifications to the four (4) documents contained in the December 30, 2010 package, forward them to the Bucks County Planning Commission in compliance with the requirements of the Pennsylvania MPC and to advertise as required for adoption. The motion was seconded by Mr. Snyder and passed unanimously (5-0).

Mr. Heinemann requested that the minutes reflect the Commission's appreciation to Chairman Woldorf for all the work he has put into the TND text modifications.

Mr. Sellers also requested on the behalf of Borough Council for the minutes to reflect Borough Council's thanks to the entire Planning Commission for the diligence, hard work and patience in the process of the TND text modifications.

Chairman Woldorf advised the members that he would draft correspondence to Borough Council regarding the Commission's recommendations for the revised TND text modifications.

Mr. Heinemann asked when the document would be available to developers. Chairman Woldorf advised that the document needs to be adopted before becoming final.

Approval of November 1, 2010 Meeting Minutes

Minutes of the regular meeting of November 1, 2010 were reviewed.

Upon motion of Mrs. Donofry, seconded by Mr. Snyder, the minutes were approved unanimously (5-0).

Privilege of the Floor

Mr. Snyder inquired if there was any update from Mr. Smith. Chairman Woldorf advised that he had no update at this time.

Mr. Salvatore suggested modifying the agenda – putting “Old Business” ahead of “New Business”. The members discussed Mr. Salvatore's suggestion and Chairman Woldorf reported that he would make that change to future agendas.

Mr. Salvatore advised that the Long Term Parking Committee would be having a meeting on January 12, 2011 at Borough Hall where parking privileges for residents of Court Street will be discussed. He questioned if the Planning Commission should be involved in these discussions. Chairman Woldorf agreed that the Commission should get involved at some point in time. The members discussed parking issues/concerns in the Borough. Chairman Woldorf reported that a new occupancy permit application, which by current ordinance, would address any changes in parking, is required to be filed if a use changes.

Mr. Heinemann questioned when the Commission will know who the newly appointed members are. Chairman Woldorf advised that Borough Council should be appointing new members at their January 11, 2011 meeting. He also introduced Mr. Titus, a new member candidate.

Mr. Heinemann commented on the Commission wrapping up various goals and suggested that the Commission review the 2010 Comprehensive Plan matrix to verify the status of completing goals. Chairman Woldorf suggested that the Commission wait for the proposed TND ordinance to be adopted, as several Planning Commission action items relate to the ordinance revisions.

Chairman Woldorf provided members with a list of potential goals for 2011. The members discussed the document provided by Chairman Woldorf. Mr. Heinemann suggested that at the February meeting the Commission be prepared to discuss their goals for 2011.

Chairman Woldorf provided the members with a hard copy of the 2010 Comprehensive Plan. Mr. Heinemann requested to receive the document electronically. The Commission discussed the 2010 Comprehensive Plan being available on the Borough's website and at various public locations within the Borough.

Mr. Heinemann discussed the 2010 Comprehensive Plan matrix and there being a status check of all projects. He suggested that every January the Commission review the matrix to verify that the goals are being completed. Chairman Woldorf requested Mr. Heinemann to develop an excel spreadsheet of the matrix. Mr. Heinemann advised that he would email the spreadsheet to Chairman Woldorf.

The members agreed to divide the matrix topics up as follows:

- Sustainability – Mr. Heinemann
- Housing – Mr. Heinemann
- Natural Resources Management – Mr. Heinemann
- Community Facilities – Civic Facilities – Mr. Salvatore
- Community Facilities – Parks, Recreation, and Open Space – Mr. Salvatore
- Community Facilities – Water Resources and Solid Waste/Recycling – Mrs. Donofry
- Economic Development – Mr. Salvatore
- Historic Preservation – Chairman Woldorf
- Streetscapes – Mr. Snyder
- Transportation and Circulation – Chairman Woldorf
- Land Use – Chairman Woldorf
- Borough and Region – Mr. Snyder

The members will review their topics and be prepared to give a status update at the Commission's February meeting.

Adjournment

There being no further business, the meeting was adjourned by Chairman Woldorf at 8:50 P.M.

The next regular meeting is scheduled for Monday, February 7, 2011 at 7:00 P.M.

Respectfully submitted,

Christy Holley-Flaherty
Recording Secretary