

**NEWTOWN BOROUGH PLANNING COMMISSION
MEETING MINUTES**

September 12, 2011

In attendance were members Warren Woldorf, Debbie Donofry, Paul Salvatore, Jayne Spector, Karen White and Borough Council Liaison, Mike Sellers. Not present was member Paul Snyder.

Also present was Borough resident Marlowe Gordon.

Call to Order

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

Applicant Plan Review

None.

Old Business

Discussion of September 7, 2011 BCPC review memorandum

Chairman Woldorf advised that the Commission would be discussing the BCPC's September 7, 2011 review memorandum regarding the proposal for an amendment to the zoning ordinance – off-street parking for multifamily dwellings.

Ms. White, Mrs. Donofry and Mr. Salvatore agreed they were fine with the BCPC's comments.

Chairman Woldorf reported that he had one suggestion. On page 2, the last sentence that starts with "For all dwelling types....". He proposed that this sentence follow its current location as a new paragraph. Members were able to review a copy of Chairman Woldorf's suggested changes in the text. The members agreed to the changes.

Mrs. Donofry made a motion to accept the recommendations from the BCPC's September 7, 2011 review memorandum as well as Chairman Woldorf's suggested changes and to recommend that Borough Council authorize the Borough Solicitor to advertise the proposed ordinance amendment for adoption. The motion was seconded by Mr. Salvatore and passed unanimously (4-0). (Ms. Spector was not present for the motion.)

Commission Vacancy

Mr. Salvatore inquired if Mr. Young's resignation is official. Chairman Woldorf reported that Mr. Young did officially resign in writing and noted that Council should announce the vacancy at their next meeting.

New Business

Mr. Salvatore reported on his attendance at a recent Council meeting where signs were being discussed and a major concern being what the ordinance allows. He suggested the Commission review the matter and discussed past review of A-frame signs. Chairman Woldorf reported that the Commission has been authorized by Council to review the sign ordinance and that the matter will be discussed at the Commission's October meeting. Businesses were invited to attend the meeting. Members discussed sign guidelines, the use of banners, light posts on State Street and events on Sycamore Street. Chairman Woldorf requested the members to review Article 7 of the ordinance and to pay attention to what is happening on Sycamore Street. The Commission will probably begin working on revising the ordinance based on input at the October meeting. Members also discussed the ordinance allowing menu-boards to be mounted on buildings. They also discussed banners and noted that the Borough does not have an application process for hanging a banner.

Other Business

Mr. Salvatore commented on Chairman Woldorf's presentation to Council at their August meeting with regards to the Commission's parking requirement recommendation and the information provided to Council. He stated that he felt like Chairman Woldorf was trying to sway Council. (**Ms. Spector arrived.**) Chairman Woldorf reported that was not his intention.

Mr. Salvatore commented on the Commission's minutes not being up to date on the website. Chairman Woldorf and the Recording Secretary explained that once the minutes have been approved they are forwarded to the Borough Secretary, who then forwards them to the webmaster. Chairman Woldorf reported that he sends the agenda to the Borough Secretary, Zoning Officer and webmaster.

Chairman Woldorf commented on Ms. Spector's suggestion to add parking on State Street south of Penn Street. He is looking for a motion to authorize the Commission to send a letter advising Borough Council of the idea for this additional parking with the suggestion to investigate the matter further. The members discussed if there were issues with regards to parking on that end of the street and how the installation of parking spaces would help with traffic calming. Mr. Salvatore suggested the installation of a bike lane rather than parking. Chairman Woldorf reported that his intention was first to see if the matter can be addressed. He discussed the issues and advised that he is asking for a motion to make Council aware of the suggestion. Council will decide how to proceed. The Borough Engineer can check if parking would be allowable by PennDOT. Mr. Salvatore reported that Jacobs Engineering is currently conducting a traffic study. He suggestion this matter could be added to that job. Ms. Spector commented on the number of recommendations that may come from the traffic study. Mr. Salvatore suggested that the motion request the consideration of having additional parking on State Street south of Penn Street be taken into consideration as part of the traffic study being conducted by Jacobs Engineering. Chairman Woldorf commented on the idea being very focused and what is really needed is to know if the additional parking would be allowable by PennDOT. It was agreed that the matter should be presented to Borough Council and that Council should decide how to proceed. The members discussed the wording of the motion. Mr. Salvatore stated that he has a problem with the motion and suggested that Council decide if the matter should be addressed by the Borough Engineer, Solicitor or Jacobs Engineering.

Ms. Spector made a motion to ask Borough Council to look at whether parking on one side of South State Street south of Penn Street could be implemented via PennDOT regulations. The motion was seconded by Ms. White and passed unanimously (5-0).

Approval of August 1, 2011 Meeting Minutes

Minutes of the regular meeting of August 1, 2011 were reviewed. Ms. Spector reported that she had one change. On page 1, the last paragraph, the ninth sentence should read – Parking south of Penn Street on State Street likely would permit single parking, based on PennDOT standards.

Ms. White made a motion to approve the minutes from August 1, 2011 as corrected. The motion was seconded by Ms. Spector and passed unanimously (5-0).

Public Comment

None.

Adjournment

There being no further business, Chairman Woldorf requested a motion to adjourn the meeting.

Mrs. Donofry made a motion to adjourn the meeting. The motion was seconded by Ms. White and passed unanimously (5-0).

The meeting adjourned at 8:00 P.M.

The next regular meeting is scheduled for Monday, October 3, 2011 at 7:00 P.M.

Respectfully submitted,

Christy Holley-Flaherty
Recording Secretary