

**TOWNSHIP OF WEST BRADFORD  
PLANNING COMMISSION  
FORMAL SESSION  
JULY 7, 2015**

**ATTENDING:**

**PLANNING COMMISSION**

William Cook, Vice Chairman  
Mark Slouf, Secretary  
Karen DeFazio, Member  
Scott Klein, Member  
David McClung, Member  
Chris Parker, Ex Officio Member

**TOWNSHIP PERSONNEL**

Tommy Ryan, Township Manager  
Jim Lucas, Codes Director

Vice Chairman William Cook called the meeting to order at 8:10 p.m.

**MINUTES**

June 2, 2015 Meeting Minutes – Mr. Slouf motioned to approve the June 2, 2015 Planning Commission meeting minutes, second by Mr. McClung. All ayes, motion carried 5-0.

**BUSINESS**

Manual of Architectural Design Guidelines – John Snook and Sheila Fleming, Brandywine Conservancy, presented a draft architectural design manual for townhome units.

Mr. Snook noted design manuals are in effect for the villages of Romansville and Marshallton, and he noted these documents control development and redevelopment in these portions of the Township.

Ms. Fleming commented on the architectural tone of the Township, noting general themes. Ms. Fleming spoke to the relationship between building height and building width, and she recommended certain architectural details be “carried over” to side and rear facades that are visible to the public. Ms. Fleming commented on the use of varied and quality exterior materials.

Ms. Fleming noted preferred roof pitch and preferred roof materials. Ms. Fleming spoke to the roof configuration at deeper units, and providing a gable roof over only a portion of the building footprint. Mr. Slouf noted other roof materials that may be acceptable to the Township, including a metal roof; Ms. Fleming will amend the manual to provide for other materials, if approved by the Township.

Ms. Fleming commented on windows. Ms. Fleming recommended the vertical alignment of individual windows, the clustering of smaller windows in lieu of a single larger window, and the utilization of mullions. Ms. Fleming also called for right-sized shutters, even if these shutters are decorative only. Mr. McClung recommended the use of shutters on the side and rear facades, especially those facades that are visible to the public; Ms. Fleming will amend the manual to denote shutters be provided at these facades.

Ms. Fleming spoke to entry orientation at side units, in specific having entries open onto the building side yard. Ms. Fleming also noted end units should possess side-entry garages.

Mr. Snook noted that some architectural elements may lack depth, and he recommended care be taken to understand an element's visual impact, so to avoid a "glued-on", two-dimensional look.

Mr. Snook noted the importance of the use of varied driveway and walkway materials, and he commented on the value of providing planted areas throughout the front yard. Ms. Fleming recommended the relocation of utility meters to the building side yard, or the use of screening if these must be sited in the front yard. Mr. Slouf recommended common utility meter structures.

Mr. Snook noted the draft document is applicable to townhome units only, but can be revised to encompass other multi-family unit types. The Planning Commission will consider the scope of the study. There was general discussion regarding the ordinance amendments required to incorporate the manual into Township Code.

Ms. DeFazio commented on the impact to unit prices, and expressed concern that the design requirements would add considerable costs to the unit, making the unit less affordable. Mr. Snook spoke to the expense of architectural details relative to land and approval costs, and he stated he did not believe the architectural details alone would dictate a higher asking price. But Mr. Snook noted that better architectural details could be provided at units of different price points, and he stated the manual would be revised to include photographs of better architectural designs found at lower price-point units.

Marguerite Davis, Embreeville Road, spoke to construction value and the quality design of residential units.

Mr. Ryan recommended the manual be revised to include the submission of façade elevations. Mr. Snook noted the manual will be so amended.

Ms. Davis commented on solar panels. Mr. Cook confirmed that Township Code addresses solar panels.

The Planning Commission will submit example photographs, recommendations, questions and comments to Mr. Ryan, who will consolidate and forward same to Ms. Fleming and Mr. Snook. Ms. Fleming and Mr. Snook will return to the Planning Commission at the September 1 meeting.

## **SUBDIVISIONS**

Mayfair (LD 2015-01) – Dan Wright, engineer for the Applicant, provided an overview of the 112-unit townhome development at Boulder Drive.

Mr. Wright stated the plan was being reviewed by AECOM for compliance with sanitary sewer issues. The most significant issues to address are capacity of the wastewater treatment plant and the pump station. Mr. Wright noted the applicant will be required to obtain PUC approval of the expansion of the UIP franchise area.

Mr. Wright stated the applicant is agreeable to providing for all items noted in the last-issued EB Walsh review letter.

Mr. Wright provided an update on the emergency access drive at the USTC property. Mr. Lucas noted the Township Solicitor had approved the form of the easement, but noted the Township and Applicant need reach agreement on the suitability of the access way, in specific whether existing conditions can accommodate emergency vehicle passage or if this corridor warrants further improvement. There was discussion on the methods that may be used to test existing conditions. In addition, Mr. Lucas noted the location of access way signage and other markings is to be confirmed.

Mr. Ryan inquired as to policing the emergency access way. Vic Abdala, Applicant, confirmed the towing company to be contracted by the HOA for the patrol of the community's private roads, as required by the conditional use order, would likewise remove vehicles along the access way as needed.

Mr. McClung inquired as to the status of mailboxes. Mr. Abdala noted the post office is yet to confirm if delivery will be made to individual units or a gang mailbox.

Mr. Abdala presented revised architectural drawings for Members' review.

Mr. Lucas commented on trail signage and the provision of a trail plan that denotes the trail's location, connection to existing trails at the USTC property, and easement for a future connection to Caln Township.

Ms. Davis inquired as to a natural spring. Mr. Wright provided an overview of the stormwater management system at this general location.

Discussion on this Application will be continued at the August 4 Planning Commission meeting.

Tattersall Phase II (LD 2015-02) – Keith Marshall, engineer for the Applicant, provided an overview of the 27 single-family detached home subdivision off Tattersall Way.

Mr. Cook reviewed site walk comments as prepared by John Merva. The comments included the removal of the building lot at the southeast intersection to Tattersall Way, the provision of additional berming and landscaping at this general location, permitted house sizes, and the issue of whether to require sidewalks along the proposed roadway.

Mr. Parker expressed concern with the home to be constructed at the building lot at the southwest intersection to Tattersall Way, and he recommended this lot be eliminated. Mr. Slouf concurred on this front.

Mr. Slouf commented on proposed landscaping, and he stated the Applicant must confirm that proposed satisfies the approved Master Plan. Mr. Slouf likewise noted the Applicant need provide for that required to allow the HOA to maintain all plantings that are not located on individual building lots.

There was discussion regarding the AT&T easement. Mr. Ryan noted the Township is responsible to restore the roadway in the event AT&T must cut into the roadway to make repairs and, as such, he recommended the line cross the proposed roadway in the shortest run possible. Mr. Marshall acknowledged this concern, and he noted AT&T would provide pull-boxes to service the line and minimize future excavation. The Township Engineer will review and comment on the proposed arrangement.

There was discussion regarding the trail network in the Tattersall community. Mr. Ryan noted that, before the next meeting, the Township will confirm the segments to be installed, the entity required to install the segments, the entity required to maintain the trail, and non-golf course patron access to the trail network.

Mr. Slouf stated he favors installation of sidewalks along both sides of the proposed road. Mr. Marshall stated the Applicant believes he is not required to install sidewalks, as sidewalks were waived at the time of Master Plan approval.

Mr. Slouf inquired as to the emergency access way, and Mr. Wright provided a brief overview of same.

Mr. Slouf inquired as to permitted impervious coverage. Mr. Wright confirmed the stormwater management system was designed to accommodate up to 6,300 sf of impervious coverage per lot. There was discussion regarding the ability of homeowners to install accessory structures, such as sheds and pools, in future years without zoning relief. Mr. Marshall noted an impervious table will be added to the plan, so to denote the impervious coverage per lot, based upon a template footprint of the dwelling unit and an approximate area for the driveway and walkway.

There was discussion on the proposed landscaping along the site's southern boundary. The Planning Commission made recommendations regarding the provision of additional materials, and the location of materials to be planted at steeper grade areas.

Mr. Ryan confirmed the Applicant need purchase 19 EDUs for this phase. Mr. Ryan noted the requirement to purchase these EDUs will be a condition of plan approval.

Mr. Marshall noted the Applicant's NPDES permit was valid until 2018.

Discussion on this Application will be continued at the August 4 Planning Commission meeting.

**BUSINESS (continued)**

Wireless Communication Facility Ordinance (Ordinance 15-01) – Mr. Ryan noted the Chester County Planning Commission review letter referenced prior Township Ordinance, so there was no outstanding issue on this front. Mr. Ryan noted Ordinance 15-01 will be considered at the August 11 Board Meeting.

There being no additional business, the Planning Commission adjourned at 10:25 p.m. The Planning Commission will next meet on Tuesday, August 4 at 8:00 p.m.

Respectfully submitted,

Mark Slouf  
Secretary

MS/kw