

MINUTES OF THE
EAST COVENTRY TOWNSHIP PLANNING COMMISSION
MEETING HELD ON AUGUST 19, 2015
(Approved on September 16, 2015)

The Planning Commission held their monthly meeting on Wednesday, August 19, 2015. Present for the meeting were Walter Woessner, Kathryn Alexis and Lawrence Tietjen. Absent were Lance Parson and Jason McConnell. Also present for the meeting was Mark A Hosterman, Board of Supervisors Solicitor.

Also present was Mariea Geho, Vice Chair of the Board of Supervisors.

Mr. Woessner called the meeting to order at 7:00 p.m. and the pledge was recited.

MINUTES

Mrs. Alexis moved to approve the second draft of minutes of the July 15, 2015 monthly meeting minutes. Mr. Tietjen seconded the motion. The motion carried with a 3-0-0 vote.

CITIZEN COMMENTS

There were no citizen comments.

SUBDIVISION AND LAND DEVELOPMENT

There were no Subdivision and Land Development Plans to discuss.

ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE COMMISSION

Discussion of Wireless Communications Facilities Ordinance and Zoning Map Amendment

Mr. Mark Hosterman was present for the Planning Commission meeting for Ms. Brown to discuss the proposed Wireless Communication Facilities Ordinance and Zoning Map Amendment. Ms. Brown was the draft person of the ordinance. Mr. Hosterman met with Ms. Brown and is pleased with the direction of the Ordinance and Amendment. There is a little repetition in the document but cannot see any way around the repetition. Mr. Hosterman discussed the proposed document.

- Section 1 – Chapter 27, Part 2, Section 202 – Proposed change is to delete some terms.
- Section 2 – Chapter 27, Part 2, Section 202 – Proposed change is to delete and replace some text.
- Section 3 – Chapter 27, Part 2, Section 202 – Proposed change is to amend “Height” and delete language.
- Section 4 – Chapter 27, Part 2, Section 202 – Proposed change is to delete the “.” At the end of the definition of “Person” and add additional language.
- Section 5 – Chapter 27, Part 2, Section 202 – Proposed change is to delete a phrase and add new sentence.
- Section 6 – Chapter 27, Part 2, Section 202 – Proposed change is to amend to add new terms and definitions. Following definitions to be clarified/amended further:
 - Distributed Antenna Systems (DAS) – deals with Township owned property.
 - Emergency – Need to specify what section we are talking about – add “Wireless Communication after “is likely to cause”. Sentence to read “is likely to cause Wireless Communication facilities in the Rights-of-Way.....”
 - Right-of-Way – Need consistency throughout document. Wording should be “in a right-of-way” not “in **the** right-of-way”. Change “Montgomery County” to “Chester County”.
 - Tower-Based Wireless Communications Facility (Tower-Based WCF) – Reviewed definition and a discussion ensued with this definition and the definitions of Wireless

Communications Facility (WCF), Wireless Communications Facility Structure (WCF Structure), Wireless Support and Wireless Tower. Tower-Based WCF is a wireless facility on a tower. Wireless Tower is a tower without any gear.

- Section 7 – Chapter 27, Part 3, Section 303, Subsection 2, Paragraph C – Proposed change is to revise the language and the district boundaries.
- Section 8 – Chapter 27, Part 5, Section 502, Subsection 2 – Proposed change is to replace Subsection 2, Conditional Use. Subsection 2 B. should have the following language added “only on existing utility poles in residential areas.”
- Section 9 – Chapter 27, Part 9, Section 902, Subsection 2 – Proposed change is to delete existing paragraphs A and B and the following new paragraphs A and B:
 - Paragraph A – Wireless Communications Facilities Structures located on a property owned by an entity providing emergency services in the Township, such as police, fire and ambulance service, as depicted on the Zoning Map of East Coventry Township, subject to the standards for Wireless Communications Facilities set forth in §1405 of this Chapter.
 - Paragraph B – Wireless Communications Facilities Structures located in a public Right-of-Way where utilities are above ground. Mrs. Alexis asked why this section only applies to above ground and not underground. A discussion ensued. Proposal is to add the following language to end of sentence: “only on existing utility poles in residential areas.
- Section 10 – Chapter 27, Part 9, Section 902, Subsection 5 – Proposed change is to add new Paragraph B.
- Section 11 – Chapter 27, Part 14, Section 1405 – Proposed change is to delete the title and add new Section 1405 “Wireless Communications Facilities”.
 - Section 1405 1. – Purpose – No proposed changes from the Planning Commission.
 - Section 1405 2. – Applicability – No proposed changes from the Planning Commission.
 - Section 1405 3. – General Requirements:
 - A. Standard of Care – A discussion ensued on the standards or regulations in Section (1), Section (2) and Section (3). The Commission determined to leave these sections in as written.
 - B. Maintenance – Section (1), Section (2), Section (3) and Section (4) – No proposed changes from the Planning Commission.
 - C. Application Required – Section (1), Section (2), Section (3) and Section (4) – No proposed changes from the Planning Commission.
 - D. Conditional Use Approval; Permit Required – New WCF Structure – No proposed changes from the Planning Commission.
 - E. Permit Required – Modification or Co-location of WCF – No proposed changes from the Planning Commission.
 - F. Permit Fees – Remove this section. Fees are covered by the Township Fee Schedule.
 - G. Engineer Signature – No proposed changes from the Planning Commission.
 - H. Retention of Experts – No proposed changes from the Planning Commission.
 - I. Timing of Approval – New WCF Structure – Need clarification and rework language (Building Permit vs. Conditional Use).
 - J. Timing of Approval – Modification or Co-location of WCFs – Need further clarification and rework language (Building Permit vs. Conditional Use).
 - K. Public Safety Communications – No proposed changes from the Planning Commission.
 - L. Radio Frequency Emissions – No proposed changes from the Planning Commission.

- M. Aviation Safety – No proposed changes from the Planning Commission.
- N. Related Equipment – Need to tweak the language. Proposed language, “All equipment shelters on the ground are not to exceed 200 sq ft with maximum height of 9 ft exterior.
- O. Historic Buildings or Districts – Section (1), Section (2) and Section (3) – No proposed changes from the Planning Commission.
- P. Wind – No proposed changes from the Planning Commission.
- Q. Lighting – No proposed changes from the Planning Commission.
- R. Noise – No proposed changes from the Planning Commission.
- S. Indemnification – No proposed changes from the Planning Commission.
- T. Financial Security – Proposed language change to first sentence to read – “Prior to issuance of any permits for the construction or placement of a WCF Structure, the applicant shall provide to the Township financial security sufficient to guarantee the removal of the WCF Structure.”
- U. Lot Size – No proposed changes from the Planning Commission.
- V. Franchises – No proposed changes from the Planning Commission.
- W. Measurement – No proposed changes from the Planning Commission.
- Section 1405 4. – General Requirements for All Tower-Based Wireless Communications Facilities:
 - A. Notice – Proposed change is to add language and remove last sentence. Section should read “Upon submission of a Conditional Use application for a Tower-Based WCF, the Applicant shall provide a list of addresses for all owners of every property within five hundred (500) feet of the proposed facility.
 - B. Gap in Coverage – No proposed changes from the Planning Commission.
 - C. Appearance Criteria; Visual or Land Use Impact – Section (1) (a), Section (1) (b) and Section (2) – No proposed changes from the Planning Commission.
 - D. Additional Antennae – No proposed changes from the Planning Commission.
 - E. Height – Proposed change is to change the height of the Related Equipment, including base stations and cabinets from “shall not exceed fifteen (15) feet” to “shall not exceed nine (9) feet”.
 - F. Signs – Need to rework the language. Need to check the Sign Ordinance for requirements. Proposed additional language for sign is “The total maximum area of the sign is six (6) square feet. The Sign must be place in a conspicuous location on the equipment door panel or on the fence gate”.
 - G. Protective Covering – A discussion ensued on this subject. At the conclusion of the discussion, the Commission proposed to delete this section.
 - H. Non-Conforming Uses – Proposed change is to delete this section.
 - I. Removal – Section (1), Section (2) and Section (3) – No proposed changes from the Planning Commission.
 - J. FCC License – No proposed changes from the Planning Commission.
 - K. Insurance – No proposed changes from the Planning Commission.
 - L. Bond – No proposed changes from the Planning Commission.
- Section 1405 5. Tower-Based Wireless Communications Facilities Located Outside the Rights-of-Way:
 - A. Development Regulations
 - (1) Application Required – No proposed changes from the Planning Commission.
 - (2) Location – Section (a), Section (b), Section (c) – No proposed changes from the Planning Commission.

- (3) Site Requirements – No proposed changes from the Planning Commission.
- (4) Prohibited as a Sole Use on a Lot – Proposed change is to delete this section.
- (5) Combined with Another Use:
 - (a) Existing Use – No proposed changes from the Planning Commission.
 - (b) Minimum Lot Area – No proposed changes from the Planning Commission.
 - (c) Minimum Setbacks – Proposed change is to the second sentence. The second sentence should read “The minimum setback for front, rear and both side yards shall be a distance that is at least equal to one and one tenth (1.1) times the height of the tower.
 - (d) Height – Proposed change is to revise the language to read “The maximum height of a Tower-Based WCF shall be no more than one hundred ninety (190) feet above ground.
- B. Location and Siting – No proposed change from the Planning Commission.
- C. Design Regulations:
 - (1) Proposed change is to change is to modify the first sentence from “The WCF Structure shall employ the most current Stealth Technology available in an effort to appropriately blend into the surrounding environment and minimize aesthetic impact.” to read “The WCF Structure shall employ Stealth Technology in an effort to appropriately blend into the surrounding environment and minimize aesthetic impact.”
 - (2) No proposed changes from the Planning Commission.
 - (3) No proposed changes from the Planning Commission.
- D. Surrounding Environs – Section (1) and Section (2) – No proposed changes from the Planning Commission.
- E. Fence/Screen:
 - (1) Proposed change is to remove “a maximum”.
 - (2) No proposed changes from the Planning Commission.
- F. Related Equipment – Section (1) and Section (2) – No proposed changes from the Planning Commission.
- G. Access Road – No proposed changes from the Planning Commission.
- H. Parking – Proposed change is to add the number of parking spaces allowed – Two (2) spaces for first carrier and one (1) space for each additional carrier (Maximum of four (4) spaces).
- I. Inspection – No proposed changes from the Planning Commission.
- Section 1405 6. – Tower-Based Facilities in the Rights-of-Way:
 - A. Development Regulations – Section (1) – No proposed changes from the Planning Commission.
 - B. Location and Siting – Proposed change is to use five (5) mile radius.
 - C. Design Regulations:
 - (1) – Proposed change is to revise sentence 1 from “The WCF Structure shall employ the most current Stealth Technology available in an effort to appropriately blend into the surrounding environment and minimize aesthetic impact” to “The WCF Structure shall employ Stealth Technology in an effort to appropriately blend into the surrounding environment and minimize aesthetic impact”.

- (2) – Proposed change is to revise sentence from “Tower-Based WCFs in the ROW may be less than thirty-five (35) feet in height and shall not exceed forty-five (45) feet in height” to “Tower-Based WCFs in the ROW shall not exceed forty-five (45) feet in height.
- (3) A discussion ensued pertaining to the 10%.
- (4) No proposed changes from the Planning Commission.
- D Time, Place and Manner – No proposed changes from the Planning Commission
- E. Related Equipment:
 - (1) – Proposed change is to revise sentence from “In no case shall ground-mounted equipment, walls, or landscaping be located less than two (2) feet behind the curb face or less than four (4) feet behind the road shoulder” to “In no case shall ground-mounted equipment be located less than two (2) feet behind the curb face or less than four (4) feet behind the edge of cart way”.

After a brief discussion from the Commission, Mr. Hosterman asked if the Commission would like him to review the remainder of the Ordinance and come back in September with a new proposal starting with Section 1045 6. E. through the remainder of the document. The Commission agreed with Mr. Hosterman’s suggestion.

Discussion of Lower Pottsgrove Township Land Use Assumptions Report

Mr. Woessner asked if anyone had any comments for the report. No one had any comments to add to the proposed Lower Pottsgrove Township Land Use Assumptions Report.

Discussion of the Park, Recreation and Conservation Committee proposed site plan

Mr. Woessner stated Mrs. Imes copied the new Park, Recreation and Conservation Committee proposed site plan for discussion. Mr. Woessner stated Mr. Ben Goldthorp will be returning to the Parks, Recreation and Conservation Committee meeting on Tuesday, August 25, 2015 to discuss the proposed plan. Mr. Woessner will be attending the meeting.

Mr. Woessner would like comments from the Commission on the proposed plan. A discussion ensued on the proposed Multipurpose Field, Tennis/Pickleball Court, Pavilion and Gaga Ball locations. After much discussion, Mr. Tietjen suggested the Applicant do away with the Multipurpose Field and move the Tennis/Pickleball Court, Pavilion and Gaga Ball to the Multipurpose Field location. Mrs. Alexis agreed with the suggestion.

Meeting Updates

Northern Federation Update

Mrs. Alexis stated there was no meeting in August.

Historical Commission Update

Mr. Tietjen asked if the Township received a return receipt for the Cultural Resource Notice. Mrs. Imes will have to check to see if we received the return receipt.

Pottstown Metropolitan Regional Planning Committee Update

Mr. Woessner stated there were no meetings in July and August.

ADJOURNMENT

Mr. Tietjen moved to adjourn the monthly meeting at 10:16 p.m. Mrs. Alexis seconded the motion. The motion carried with a 3-0-0 vote.

Respectfully submitted,

Cheryl A Imes
Secretary