

## **East Bradford Township Comprehensive Plan Task Force Meeting Minutes May 6, 2015**

The May meeting of the East Bradford Township Comprehensive Plan Task Force was held on May 6, 2015 in the East Bradford Township Building, 666 Copeland School Road, West Chester, County of Chester, PA 19380-1822.

**Task Force members present:**

Vince Pompo, Chairman, Board of Supervisors  
John Snook, Member, Board of Supervisors  
Mark Bedwell  
Kathy Bergmann  
Tony Biacchi  
Ken Cavanaugh  
Kathryn Deaville  
Sheila Fleming  
Harry Hatzipavlidis  
John Johnson  
John Spangler  
Andrew Schaum  
Jo Anne Yarnall

**Task Force members absent:**

Tom Egan, Vice Chair, Board of Supervisors  
Scott Bohn  
Fred Rothman

**Staff/Professionals present:**

Thomas Comitta, Thomas Comitta Associates  
Jennifer Leister Reitz, Thomas Comitta Associates  
Jeannine Speirs, Chester County Planning Commission  
Mandie Cantlin, Planning Administrator/Secretary/Assistant Manager

**Staff/Professionals absent:**

Dianne Herrin, Practical Energy Solutions  
Natasha Manbeck, McMahon Associates, Inc.

Others in attendance: No guests were present

**CALL TO ORDER:** The meeting was called to order at 6:00 pm.

**PUBLIC COMMENT:** None

**MINUTES:** This was the first meeting of the Comprehensive Plan Task Force. Therefore, there were no minutes to approve.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. Introductions – Everyone in attendance introduced themselves and shared any prior comprehensive planning experience. Ms. Reitz reviewed the four goal themes of this comprehensive planning effort:
  - a. Route 322/Downingtown Pike corridor between West Chester Borough and the Timber Top Farm trailhead.
  - b. Bradford Avenue/Lenape Road between Route 322/Downingtown Pike and Birmingham Road.
  - c. Bicycle and pedestrian connectivity and circulation.
  - d. Means to coordinate land use planning and regulation with West Chester Borough for the mutual benefit of both municipalities.

2. Chester County Planning Commission: VPP Review – The Task Force was in receipt of the Vision Partnership Program (VPP) contract. Ms. Speirs reviewed important aspects of the contract with the Task Force.
3. Schedule and Logistics – The Task Force was in receipt of the project scope and schedule. The tentative schedule envisions that the comprehensive plan update process will be complete in April 2016. Ms. Reitz noted that the next steps of the process will focus on gathering information and data. She will be distributing a link to an online scheduling tool in order to coordinate the bus tour for some time in June/July. Ms. Reitz will be distributing meeting information one week before each meeting.
4. Online Presence and Survey – The Task Force was in receipt of a sample survey. The approved scope envisions that an online survey will be used to gauge Township residents, business owners, and other stakeholders regarding their general vision for the Township, their thoughts on the four goal themes, and any concerns and issues regarding the functional elements. There was general agreement among task force members that they Township should try to reach as many stakeholders as possible. A variety of distribution methods were discussed, including Facebook, the Township website, a laptop in the Township office, park kiosks, mailed post cards, HOAs, a paper survey option, and email lists. Members are to review the survey and provide feedback by May 15. Ms. Reitz also discussed two other methods of online interaction: Mindmixer and Survey Monkey.
5. Draft CP Outline and Formats – The Task Force was in receipt of four comprehensive plans from other communities: Altoona, Ephrata, Heidelberg-Carnegie, and Willistown. The Task Force generally favored the formats of the Altoona and Ephrata plans.
6. West Chester Borough Coordination – There was general discussion about the potential areas of cooperation and a desire to aim to present information to West Chester in September.
7. Mapping Exercise – Mr. Comitta distributed an aerial of the Township and asked the members to draw hearts on those areas of the Township that they love and boxes around the areas they would like to see improve. Discussion followed.
8. Next Steps – Members should send comments on the draft survey to Ms. Reitz by May 15.

**MISCELLANEOUS BUSINESS:** None

**PUBLIC COMMENT:** None

**NEXT MEETING:** The next meeting of the Comprehensive Plan Task Force is scheduled for June 3, 2015 at 6:00 pm.

**ADJOURNMENT / CONTINUANCE:** At approximately 8:15 pm, the Task Force unanimously agreed to adjourn the meeting.

Mandie Cantlin  
Planning Commission Secretary