

**WEST VINCENT TOWNSHIP PLANNING COMMISSION
TOWNSHIP BUILDING
729 SAINT MATTHEWS ROAD, CHESTER SPRINGS, PA
THURSDAY, MARCH 20, 2025, 7:00PM**

CALL TO ORDER by Chair Martin at 7:00pm.

ATTENDANCE

George Martin, Chair	[X]
Steve Bazil	[]
Jeff Butler	[X]
Frank Frederick	[X]
Jesse Miller	[X]
Barb Mueller	[X]
Ted Otteni	[X]

ACTION ITEMS

meeting minutes – Mr. Miller made a motion to approve the February 20, 2025 Meeting minutes, as presented. The motion was seconded by Mr. Frederick.

There was no public comment.

By unanimous vote the motion was approved.

Pothouse-Kimberton LLC Conditional Use Application – Mr. Butler commented on self-storage locker facility data and on various use considerations. There was general discussion regarding the Planning Commission's scope of review.

Jim Haigney, Representative for the Applicant, provided architectural renderings for the proposed structure. There was general discussion regarding the renderings, and the Planning Commission identified two preferred renderings.

Mr. Otteni made a motion to recommend the Board of Supervisors approve the Conditional Use Application for Pothouse-Kimberton LLC, conditioned on (1) determination of the structure façade prior to land development approval, (2) establishment of operation regulations in accordance with Township Code and as may otherwise be required by the Board of Supervisors, and (3) other conditions of approval deemed required by the Board of Supervisors. The motion was seconded by Chair Martin.

There was no public comment.

The motion was approved 5-1, with Mr. Butler voting no.

1414 Birchrun – This Application will be considered at a future Planning Commission meeting.

digital sign ordinance – There was general discussion regarding a proposed amendment to the Township Code to regulate illuminated and digital signs.

Chair Martin made a motion for the Board of Supervisors to have prepared an ordinance to regulate illuminated and digital signs, employing standards utilized in the West Grove ordinance, and including recommendations made by the Planning Commission and Environmental Advisory Council. The motion was seconded by Mr. Otteni.

There was no public comment.

By unanimous vote the motion was approved.

NEW BUSINESS

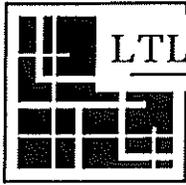
- There was general discussion regarding the Upper Uwchlan Township Comprehensive Plan Update.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:53pm.

Respectfully Submitted:

Tommy Ryan
Township Manager



LTL CONSULTANTS, LTD. • ENGINEERS & CODE OFFICIALS

ONE TOWN CENTRE DRIVE
PO BOX 241 • OLEY, PA 19547
610.987.9290 • 1.888.987.8886

April 9, 2025

Mr. Tommy Ryan, Township Manager
West Vincent Township
729 St. Matthews Road
Chester Springs, PA 19425

RE: 1414 Birchrun LLC Minor Subdivision
1414 & 1420 Birchrun Road
2nd LTL Review Letter

Dear Board of Supervisors:

As requested by the Township, LTL Consultants has reviewed the minor subdivision for the above-referenced project. The Applicant proposes building a new residential dwelling on a 13.94 acre property (UPI No. 25-3-101.1) with an existing residential dwelling, garage, inground pool, and driveway. Additionally, the applicant intends to annex 7.40 acres from an adjoining 38.87 acre property (UPI No. 25-3-101.1B) to construct the new dwelling. This property is currently vacant. The property was created as part of the William Seltzer Subdivision in 1986.

UPI No. 25-3-101.1 has frontage on Jaine Lane, but takes access through an adjoining parcel, UPI No. 25-3-101.1A, to the east. No changes are being proposed to this parcel. All three previously mentioned parcels are under the same ownership, 1414 Birchrun, LLC.

The purpose of this letter is to provide comments regarding Township regulations such as the Zoning Ordinance requirements, the Subdivision and Land Development Ordinance (SALDO) requirements, and other Township Ordinance requirements applicable to the project.

The following information was submitted for review:

- Preliminary Minor Subdivision Plan, consisting of 12 sheets, revised 3/28/25, prepared by Howell Engineering;
- Stormwater Report, revised 3/28/25, prepared by Howell Engineering; and
- Response Letter dated 3/28/25.

The following comments are offered for your consideration:

ZONING ORDINANCE COMMENTS – The Township Zoning Officer will make any final determinations on all Zoning issues.

1. Section 390-24 – Provide the calculations for the excluded areas in the "Net" lot areas, as shown in the zoning chart on sheet C01.1, ensuring consistency with the definition of Lot Area/ Size, Net, as outlined in Section 390-8. Provide the net lot area calculations for both proposed lots. Currently, only the net lot area calculations have been provided for proposed lot 101.1. The Net Lot Area table shows an area of 726,354 sf, while the Zoning Data Tabulation table lists the net lot area as 929,718 sf. Please revise this inconsistency and update the lot coverage percentage accordingly.

2. Section 390-144.E – Please revise the plans to ensure that the accessory dwelling being proposed will meet the requirements of this section of the ordinance.
3. Article XXIV – Water Resources Protection – The ordinance contains provisions relating to each identified resource. The plan identifies a stream and a pond. Each of these resources contain standards for a buffer distance to be provided and then define the limitations of disturbance allowable within these distances;
 - a. Section 390-180.C – Hydric soils and the National Wetlands Inventory maps shall be used in determining the presence and location of wetlands, unless, as required by the Board of Supervisors and upon recommendation of the Planning Commission or by Chapter 315, Subdivision and Land Development, of the Township's Code, wetlands boundaries shall be delineated through an on-site assessment. Show any wetlands that are located on the parcels and verify that the requirements of Section 390-180 are being met. If there are no wetlands on the properties, provide a note on the plan regarding the absence of wetlands.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

1. Section 315-23 – The Township should consider review comments from the following agencies and commissions:
 - Chester County Planning Commission
 - Township Environmental Advisory Council
 - Township Open Space Review Board
 - Township Parks & Recreation Commission
2. Section 315.14.B – Provide all soils information on the Existing Resources and Site Analysis plan per Section 315-13.D(5).
3. Section 315.14.D.1 – The final plan shall show all information required in Section 315-13G.
 - a. Section 315-13G.2(d) - Show any zoning boundaries that traverse or are within 200 feet of the tract. The zoning boundaries cannot be found on sheet C02.2.
 - b. Section 315-13G.2(i) – Show paving widths on the plan.
 - c. Section 315-13G.2(l)(3) – Show the location of all percolation tests and test pits. The location of the primary and reserve disposal beds approved by the Chester County Health Department shall be indicated on each proposed lot.
4. Section 315.14.D.3 – The gross tract acreage and adjusted tract area shall be shown. For each lot created, including areas to be dedicated to public use, the gross and net lot area shall be indicated to the nearest 0.001 of an acre. It appears as if portions of the right-of-way along Jaine Lane shall be offered for dedication. Provide bearings and distances on the proposed right-of-way so that this area can be described and offered for dedication.
5. Section 315.14.D.4 – The house number, as assigned by the Township, shall be shown on the plan.

6. Section 315.14.E.9 – Where individual on-lot sewage systems are to be provided, the location described in metes and bounds of the primary and secondary absorption areas and a statement indicating that such description shall be recorded with the deed for any and all affected lots.
7. Section 315.14.E.11 – Provide a sewage planning module approved by the Pennsylvania Department of Environmental Protection and/ or the Chester County Health Department.
8. Section 315-14.K(6) – The land surveyor and engineer certifications shall be signed and sealed.
9. Section 315-14.J & 315-25 – The landowner shall execute a subdivision and land development agreement in accordance with Section 315-25.
10. Section 315-26 – Where applicable, the landowner shall execute an escrow agreement or other performance guarantee in accordance with Section 315-26. This would include the monuments/ markers, erosion control facilities during construction and the stormwater management facilities shown on the plan, among other items. (Section 315-22.E(2)). In lieu of creating an escrow agreement for all features listed above, if the monumentation is installed, a note can be added to the plan stating “Prior to the issuance of a Building Permit for Lot 1, a Grading Permit shall be obtained which includes financial security to be posted with the Township to guarantee the timely and compliant construction of the site improvements of the new dwelling.”
11. Section 315-27 – The Subdivision plan shall be recorded within 90 days of final approval by the Supervisors.
12. Section 315-35.A.4(b)&(c) – Revise the plan to provide concrete monument symbols at all changes in direction of street lines and at all points of curvature and tangency. It appears that several monuments will be required.
13. Section 315-38.J – Clear sight triangles shall be provided at all driveway entrances and must be shown on plans. Within such triangles, no object greater than 3.5 feet in height and no other object that would obscure the vision of a motorist shall be permitted. The legs of such triangles shall be a minimum length in both directions as established in Section 390-136B of Chapter 390, Zoning, of the Township's Code, measured from a point 10 feet back from the edge of the cartway of the intersecting street. Provide the clear sight triangles on the plan and ensure the required safe stopping sight distance can be achieved without necessary clearing.
14. Section 315-39 – This subdivision will require the Applicant to submit to PADEP the Sewage Planning Mailer form to obtain the Sewage Planning requirements for this subdivision.
15. Section 315-44.C(1) – Concrete or paved sidewalks or walking paths shall be required along all streets. The Applicant has indicated that this issue was discussed at the January Planning Commission meeting, and that sidewalks would not be required for this project. The applicant will need to obtain a waiver from the requirements of this section.
16. Section 315-47 – The Supervisors may require a subdivision to set aside land for parks or open space. Applications for new residential developments shall set aside 5,000 sf of land for each new dwelling unit. In the alternative, the Applicant may offer to pay to the Township a fee-in-lieu of land. The Applicant shall discuss this issue with the Township.

17. Section 315-48 – The Applicant shall discuss any existing or proposed trails that involve this property with the Township. Offering trail easements may be credited by the Township towards the open space requirement of Section 315-47.
18. Section 315-54.B(5) – Add a note on the Erosion and Sediment (E&S) Control Plan stating that no topsoil shall be removed from the site per Section 315-54.B(5)(a).

STORMWATER MANAGEMENT ORDINANCE COMMENTS – The stormwater management design has been reviewed as a complete design, with the assumption that the design will not change during the Building Permit Application.

1. Section 302-21.C – Provide appropriate time of concentration (T_c) calculations. It should not just be assumed to be 5 minutes.
2. Section 302-21.F – Runoff coefficients (C) for both predevelopment and proposed (post-construction) conditions for use in the Rational Method shall be obtained from Table C-2 in Appendix C of this chapter. If the values aren't listed, as in certain A and B soil groups, the designer shall specify an applicable C value based on an interpolation of other C values. Revise the C values accordingly:
 - a. Lawn – B Soil – 0.25
 - b. Meadow – B Soil – shall be less than 0.25
 - c. Woodlands – B Soil – shall be less than Meadow (B-soil)
 - d. Meadow – A Soil – shall be less than Meadow (B-soil)
 - e. Woodlands – A Soil – shall be less than Meadow (A-soil)
3. Section 302-23.A.3 – Please show the discharge pipe on the Subsurface Infiltration Bed detail. Also, provide a detail for the riprap apron. Provide the calculations for the apron as well.
4. Section 302-25.A.2 – No regulated activity within the Municipality shall commence until an erosion and sediment control plan has been approved by the Municipality. E&S comments include the following:
 - a. Section 302-15.D(4)(a) – Construction sequence:
 - i. Add that a pre-construction meeting must occur at least 7 days prior to the start of construction. This shall be noted at the beginning of the construction sequence.
 - ii. At the end of the sequence, provide the standard PADEP definition of permanent stabilization, and denote permanent stabilization must be achieved prior to the removal of any E&S Controls.
 - iii. Revise the construction sequence to state how the infiltration bed will remain sealed until site stabilization is achieved.

- b. Section 302-15.D(4)(b) – If runoff from a project discharges to a stream that is classified as Special Protection (High Quality or Exceptional Value) as designated by 25 Pa. Code Chapter 93 Water Quality Standards as amended, more stringent criteria shall be used to design best management practices for that site in accordance with the Erosion and Sediment Pollution Control Program Manual. All graded surfaces shall be stabilized immediately upon completion of an earth disturbance activity, or any stage or phase of an activity, and, shall be watered, tended, and maintained as necessary until growth is well established. This criteria shall be noted on the plan.
- c. Section 302-15.D(8) - Provide information and a standard detail for the silt fence or compost filter sock. Show the size of the fence/sock and the required sizing calculations.
- d. Section 302-15.D(18) - Show a temporary construction entrance on the plan and provide the standard detail.
- e. Section 302-15.D(18) - Provide a Pumped Water Filter Bag Detail on sheet C03.3. Denote that any pumped groundwater and any pumped surface water shall be filtered via the Filter Bag prior to discharge.

GENERAL COMMENTS

- 1. Provide a comprehensive legend that shows all hatching and linetypes found on the plan view:
 - a. Hatching has been added to the proposed structure and what appears to be concrete pads. This hatching shall be designated in the legend. Portions of the proposed structure are not hatched, please clarify.
 - b. A thick, short-dashed line is shown at certain locations along the edge of the proposed structure. The line type shall be called out in the legend. It appears that the lines may be roof leaders, but the lines terminate without showing connection to the stormwater facility. If they are roof leaders, show direct connections to the stormwater facility.

Sincerely,



Norman A. Ulrich III, P.E.
LTL Consultants, Ltd.
Principal/ Municipal Engineer

cc: Jason Barron, Township Permit Administrator (via email only)
Christina Casey, Township Secretary (via email only)
Bobby White, Applicant (via email only)
1414 Birchrun LLC, owner (via email only)



April 9, 2025

Tommy Ryan, Township Manager
West Vincent Township
729 Saint Matthews Road
Chester Springs, PA 19425
Via email: manager@westvincenttwp.org

RE: 1414 Birchrun Road Minor Subdivision
Zoning Compliance Review – RESUBMISSION REQUIRED
West Vincent Township
0234-25-0068

Dear Mr. Ryan,

As requested, Cedarville Engineering Group, LLC (CEG) has completed a Zoning Ordinance Compliance Review of the Final Minor Subdivision Plan of 1414 Birchrun Road (1414 Birchrun, LLC). The site (UPI#25-3-101.1, and UPI#25-3-101.1B) is comprised of a total of roughly 52.81 acres, is located west of Jaine Lane on Birchrun Road in the R-3 Residential District of West Vincent Township, Chester County. The project is the conveyance of 7.40 acres from UPI#25-3-101.1B to UPI#25-3-101.1 and includes the construction of a single-family dwelling, associated driveway extension, required septic system, as well as an infiltration BMP to manage the increase in stormwater runoff. The proposed single-family dwelling will then be the primary residence on the property and the existing residence on the property will become the accessory dwelling on the property.

The following information was received by the Township on April 3, 2025, via email:

- A. Full size plan titled “Final Minor Subdivision Plan of 1414 Birchrun Road” consisting of Sheets 1-12 of 12, prepared by Howell Engineering, dated August 19, 2024 and last revised March 28, 2025.
- B. Stormwater Management Report for 1414 Birchrun Road dated August 19, 2024 and last revised March 28, 2025.
- C. Printout of email from myself to Ed Nespoli (project engineer) and Michael Lockyer (property owner) received by Ed Nespoli on March 19, 2025.
- D. Response letter dated March 28, 2025, by Howell Engineering to Cedarville Engineering Group, LLC review letter reissued on March 3, 2025.



Cedarville Engineering Group, LLC

159 E High St., Suite 500, Pottstown, PA 19464 | P: (610) 705-4500 CedarvilleEng.com



- E. Response letter dated March 28, 2025, by Howell Engineering to LTL review letter dated January 16, 2025.

The documents have been reviewed for compliance with **Chapter 390 - West Vincent Township Zoning Ordinance**. I offer the following comments:

1. This comment was rescinded. No action required.
2. The property has been found to qualify for Appendix F since its inception predates January 2, 1999. No further action is required.
3. **Section 390-144.A.(2)(b)** *Accessory buildings and structures shall be screened according to § 390-139B of this chapter.*

Section 390-144.A.(4) *An accessory dwelling unit may be located in the front yard only when the accessory dwelling unit is situated within an existing building (existing as of the date of the enactment of this chapter) that is being converted into an accessory dwelling unit or where the accessory dwelling unit will be set back a minimum of 350 feet from the front property line of the parcel. Otherwise, accessory dwelling units must be located in the side yards, at least 15 feet behind the front facade of the primary dwelling unit, or located in the rear yard.*

Previous comment: After the proposed house is constructed, the converted barn will be located in the front yard of the proposed single-family dwelling. This is allowed because the barn predates the adoption of the ordinance. Additionally, the accessory dwelling unit has the benefit of more than 400 feet of natural screening of the woods lying between the accessory dwelling and the road on the property. A note shall be added to the plan that a vegetative buffer consistent with Section 390-139B shall always remain along the front property line adjacent to Birchrun Road.

Current comment: A note has been added to the zoning data table on sheet C01.1, but it refers to the wrong ordinance section and should be more prominent and more comprehensive. To that end, the plans shall be revised in the following manner:

- a. **The following note shall be placed on sheet C01.1 as General Note #14:**

In the event that the accessory dwelling unit of UPI # 25-3-101.1 shall ever become visible from Birchrun Road, then the owner of the parcel UPI #25-3-101.1 shall be responsible, both financially and physically, for installing vegetative screening pursuant to Section 390-139.B of the West Vincent Township Zoning Ordinance of 2010.

- b. **The note at the bottom of the zoning table shall be revised to refer to Section 390-139B.**
- c. **The following note or label shall be added to sheet C01.2 in a prominent location near the accessory dwelling unit:**

In the event that the accessory dwelling unit of UPI # 25-3-101.1 shall ever become visible from Birchrun Road, then the owner of the parcel UPI #25-3-101.1 shall be responsible, both financially and physically, for installing vegetative screening pursuant to Section 390-139.B of the West Vincent Township Zoning Ordinance of 2010.



1414 Birchrun Road Minor Subdivision
Zoning Compliance Review - RESUBMISSION REQUIRED
0234-25-0068



Subsequent submissions can garner additional comments when new submission materials are provided. Please do not hesitate to contact me with any questions you may have.

Best Regards,
Cedarville Engineering Group, LLC

Tracey Franey
Township Zoning Officer

cc: Kristina Casey, Township Secretary - ccasey@westvincenttwp.org
Bobby White, Applicant - Bobby@studio-ard.com
Justin Brewer, Design Engineer - jbrewer@knowhowell.com
Norm Ulrich, PE, Township Engineer - NUlrich@LTLConsultants.com
Ryan Tower, Janiczek Homes, ryan@janiczekhomes.com

