



Minutes

The Open Space Advisory Committee of West Vincent Township
Regular Meeting on May 27, 2025
Meeting at 7:00 P.M.

Attendees: Jeff Butler, Pam Brown, Donna Delany, Dawn Fryer

Administrative:

1. Call the Meeting to Order: Jeff Butler called the meeting to order at 7:05 PM.
2. Approve the minutes of the meeting of March 25, 2025. The minutes were approved 3-0 with Pam Brown abstaining since she was not in attendance for the March 2025 meeting.
3. Official welcome to the fifth member of the Open Space Review Board, Pam Brown. Pam previously chaired the Open Space Review Board.

Old Business:

1. Update on properties previously discussed.
 - a. 2127 Flowing Springs Rd (Nakota Horse Preserve) - corner of Flowings Springs and Beaver Hill Rds
 - i. Jim Wendelgass shared that a TDR study was performed by LTL consultants and determined that there were 0 TDRs remaining on the property as it was part of dedicated open space for the Addis sub-division

New Business:

1. Review and alignment on
 - a. Scoring Criteria
 - i. Consideration of ROE study from October 2019 was taken into account. There is much historical reasoning for the existing criteria and weights but it is not well documented.
 - b. Operating Procedures
 - i. Committee should put together a handbook of operation procedures to establish best practices and a strong foundation to pass down to future committee members.
 - ii. This work needs to start with establishing committee goals.
 - c. Budget
 - i. We currently have a budget of approximately \$5,000 for 2025 per township financials but it has not been used since 2022.
 - d. Coordination requirements with other committees

- i. PC and EAC committees have official liaisons.
 - ii. Strong alignment with historical committee due to committee members familiarity.
 - iii. Trail committee should have representation and Jeff can attend meetings for now.
 - iv. No future action at this time.
2. Documentation of TDR process and costs
 - a. Current process is unclear and who is responsible for each step.
 - b. Significant blocker at the moment is the need for a subordination agreement for any property that has a mortgage per new town solicitor requirements for title insurance.
 - c. Jeff to reach out to Audrey West at Admiral Search & Abstract Corp who French and Pickering uses to determine if there are other options for title insurance.
3. Discussion on proposal for direct support of conservation easements
 - a. The West Vincent Township Open Space Review Board passed the following motion by a unanimous vote (4-0; Yes: Jeff Butler, Pam Brown, Donna Delany, Dawn Fryer. Not Present: Nick Rotoli)

Motion: The Open Space Review Board recommends to the West Vincent Township Board of Supervisors that the Township covers the all costs for conservation and trail easements on properties deemed beneficial to the Township and its residents, including but not limited to:

- Appraisal
- Easement preparation fees
- Survey, if necessary
- Phase I Environmental Assessment, if necessary
- Title insurance
- Closing costs
- Stewardship fund contributions

This recommendation reflects the Open Space Review Board's position that full cost coverage for these items is essential to facilitating high-quality conservation and trail easements that align with the Township's long-term open space, recreational, and environmental goals. Township committees will present properties to the Board for approval including a committee's criteria ranking scores, when applicable.



Comments from the Public:

- Several parts of the TDR ordinance does not match the TDR official agreements that the residents get, this should be reviewed by the committee.
- It's unclear how interested parties should contact the township / open space review board.

Adjourn: The meeting was adjourned at 8:53 pm.

The next meeting is scheduled to be held on Tuesday, June 24, 2025

