WESTTOWN TOWNSHIP HISTORICAL COMMISSION MEETING AGENDA Tuesday, September 12, 2023 7:00 pm

Conference Room – Township Administration Building 1039 Wilmington Pike, West Chester

For general inquiries or questions about any of the items on this agenda, please contact the Township office either by phone (610) 692-1930 or via e-mail at <u>administration@westtown.org</u>.

Call to Order

Adoption of Agenda

Approval of Minutes – August 8, 2023

Public Comment - Non-Agenda Items

Old Business

1. Ordinance Amendments - Historic Resources Amendments to the existing ordinance language pertaining to the preservation of historic resources.

2. Community Engagement

A. Westtown Day

Assistance in preparation of activities for Westtown Day scheduled for October 8 at Oakbourne Park.

B. Good Steward Awards Decision on the nomination for a good steward reward.

C. History Lectures

Discussion on organizing the first lecture on Westtown history for the public.

D. Messaging Guide for Local Preservation Programs

Feedback on a public outreach guide created by the National Alliance for Preservation Commissions (NAPC) to assist communities with their efforts in historic preservation initiatives.

3. America250PA - Chester County

Update on the Historical Commission's participation in the Chester County America250PA Committee to coordinate the commemoration of the 250th anniversary of the founding of the United States.

New Business

1. Community Education

A. Historic Markers

Discussion on potential marker commemorating Sarah W. Starkweather.

B. Newsletter Articles Suggestions for future articles to be included in the Westtown Gazette.

Public Comment - All Topics

Announcements

- 1. The ZHB application for Crebilly Lot #4 to convert the existing barn into the accessory dwelling unit has been approved with conditions.
- 2. The Planning Commission issued its recommendations on the Conditional Use Application for the Stokes Estate Flexible Development.

Adjournment Next HC meeting: October 10, 2023 @ 7:00 PM HC Representative at next Board of Supervisors meeting:

- Monday October 2, 2023 @ 7:30 pm – Patrick McDonough

How to Engage in the Public Comment Sections of a Township Meeting

Public Comment is heard at three (3) different points during the meeting:

- 1. BEFORE OLD BUSINESS The public is permitted to make public comment on any matter not on the agenda. This comment period is subject to the time constraint in (d) below
- 2. PRIOR TO any action on a motion on an Agenda item. Public Comment at this stage is limited to the item under discussion (e.g. it is not appropriate to initiate a discussion on police services if the body is acting upon a sewer issue).
- 3. AFTER NEW BUSINESS. Public Comment is open to any legitimate item of business which can be considered by that Township Board/Commission (e.g. Planning Commission can discuss issues having to do with plan reviews, but cannot discuss why the Township does not plow your street sooner. Supervisors can discuss nearly every issue).

How to make a comment to any Township Board/Commission:

- a. The Chair will announce that the Board/Commission will now hear public comment, either on a specific issue or generally.
- b. You must then obtain recognition from the Chair prior to speaking.
- c. Once you have the floor, state your name and address for the record.
- d. You may then make your comment or ask your question. You will have three (3) minutes to make your statement, unless the Chair has announced otherwise, so please come prepared!

NOTES: