# WESTTOWN TOWNSHIP HISTORICAL COMMISSION MEETING AGENDA

Tuesday, October 10, 2023 7:00 pm

Stokes Assembly Hall – 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 administration@westtown.org.

## **Call to Order**

## **Adoption of Agenda**

## Approval of Minutes - September 12, 2023

### **Public Comment - Non-Agenda Items**

#### **New Business**

#### 1. East Bradford Historic Preservation Ordinance

Andrea Campisi, Director of Planning and Zoning at East Bradford Township, will provide an overview of the Township's historic preservation ordinance, its applicability to historic resources and administrative process.

## 2. East Bradford Design Guidelines for Historic Preservation

East Bradford Township has implemented the design guidelines to assist property owners, the Historical Commission and the Historic and Architectural Review Board (HARB) in the protection of the historical character of the Township. They can be considered to be used as a guide for the Westtown Township Historical Commission to provide recommendations on applications, which will be subject to review by the Commission as proposed by revised ordinance language.

## **Old Business**

#### 1. Ordinance Amendments - Historic Resources

Continued discussion on the revised draft of the historic preservation ordinance.

## 2. Community Engagement

### A. Westtown Day Recap

Recap of the Westtown Day event that occurred on October 8, 2023 at Oakbourne Park.

### **B.** History Lectures

Preparation activities for Camp Elder history lecture scheduled for November 4, 2023.

### 3. America250PA - Chester County

Continued discussion on potential initiatives in Westtown for the commemoration of the 250<sup>th</sup> anniversary of the founding of the United States.

### 4. Community Education

### A. Historic Markers

Continued discussion on potential marker commemorating Sarah W. Starkweather.

### **B.** Newsletter Articles

Preparation of the next article for the Westtown Gazette.

## **Public Comment - All Topics**

## **Announcements**

- 1. The ZHB application for 1131 S Chester Road for special exception for sole practitioner's medical office to occupy the lower level of the house has been approved.
- 2. Conditional Use Hearing for the Stokes Estate Flexible Development is scheduled for October 24, 2023 at 7pm.

# **Adjournment**

Next HC meeting: **November 14, 2023 @ 7:00 PM**HC Representative at next Board of Supervisors meeting:

- Monday November 6, 2023 @ 7:30 pm - Steven Wahrhaftig

## 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!

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