WESTTOWN TOWNSHIP HISTORICAL COMMISSION MEETING AGENDA

Tuesday, December 12, 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 - November 14, 2023

Public Comment - Non-Agenda Items

New Business

1. Land Development Applications

Discussion on the Township manager's recommendations on how the Historical Commission engages during the land development process involving historic resources.

2. Priorities for 2024

Development of the main goals for the next year.

3. Wreath Across America

Potential for a wreath-placing program for historic sites in Westtown.

4. Chester County Heritage Tourism Marketing Campaign

Recap of the presentation on November 16, 2023 on findings and recommendations by SWELL, marketing agency, which was hired to develop messaging for the Chester County Heritage Tourism Plan.

Old Business

1. Community Education

A. Historic Markers

Update on the potential placement of the historic marker commemorating Sarah Starkweather at the Sarah Starkweather elementary school.

Public Comment - All Topics

<u>Announcements</u>

Adjournment

Next HC meeting: January 9, 2024 @ 7:00 PM

HC Representative at next Board of Supervisors meeting:

- Tuesday January 2, 2024 @ 7:30 pm - TBD

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

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

- 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:				