WESTTOWN TOWNSHIP HISTORICAL COMMISSION MEETING AGENDA

Tuesday, December 10, 2024 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 12, 2024

Public Comment - Non-Agenda Items

Old Business

1. America250 in Westtown - Next Steps

Discussion on the next steps to move forward with establishment of the Task Force.

2. Huey Ruins Artifacts

Collaboration with the West Chester University on curation and display of artifacts.

3. Oral History Project - Update

Next steps in the oral history project.

New Business

1. Darlington Inn - Future Use Proposal

Develop a proposal to present to the Board for the long-term use of the building.

2. Westtown History Book Update Process

Establish process for updating the history book by the end of 2025 for reprint in time for America 250th celebration.

3. Annual Report

Preparation of annual report for 2024.

4. Chester County Adaptive Reuse Guide

Discussion on the County's recently released guide that provides guidance to facilitate the preservation of historic resources through reuse.

5. ZHB Application – 301 E Pleasant Grove Road

The applicant, Robert Spencer, is seeking a variance relief to construct detached garage within two front yards of his property. The 1.5 acre parcel is located at the corner of E Pleasant Grove Road and Westwood Drive in the R-1 Residential Zoning District, and is improved with a single-family detached dwelling, detached garage and two driveways. The property is listed on the Westtown Township's Historic Resources Map as Class 2 – resource of local historic value. The Zoning Hearing Board hearing date is December 23, 2024.

Public Comment - All Topics

Announcements

Adjournment
Next HC meeting: January 14, 2024 @ 7:00 PM
HC Representative at next Board of Supervisors meeting:
- Monday January 6, 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:

- 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:			