

**East Bradford Township
Historical Commission Minutes
June 18, 2019**

REGULAR BUSINESS MEETING: The June 2019 meeting of the Historical Commission of East Bradford Township, Chester County, Pennsylvania was held on Tuesday, June 18th, 2019, in the McCardle Meeting Room, Township Building, 666 Copeland School Road, West Chester, Chester County, Pennsylvania 19380-1822.

Commission Members present:

Mary Sue Boyle, Chair
Ann Armstrong
Beth Bertheaud
Craig Grear
John Marshall
Polly Robbins
Jean Renshaw

Commission Members not present: All present

Staff/professionals present: Township Codes Enforcement Officer, Melissa Needles

Supervisor in attendance: None

Attendance by Advisory Boards and Commissions: None

Others/ Citizens/ Residents in attendance: Jason Rice, and his mother Amy Rice.

Chair Boyle called the meeting to Order at 07:02 P.M.

PUBLIC COMMENT: Sunshine Law, Act 93, as amended, requires public comment prior to official action.

None

REPORTS/ ANNOUNCEMENTS/ CORRESPONDENCE/ PRESENTATIONS: There were no reports, announcements, correspondence, or presentations noted.

MINUTES: After some discussion began by Ann Armstrong regarding the Design Guidelines (details of which are below), the minutes of the Historical Commission's meeting of May 21, 2019 copies of which were previously circulated to Historical Commission members, on motion of Mary Sue Boyle and seconded by Ann Armstrong, were unanimously approved without revision. The minutes (and copies) are available for review at the Township Building or at www.eastbradford.org.

EXECUTIVE SESSION: No need to meet in executive session was noted or requested.

OLD BUSINESS:

National Registry Nomination for Jefferis Bridge: No updates

Consideration of Strode's Mill National Register District: No updates

Design Guidelines:

Ann Armstrong questioned whether or not we could adapt Design Guidelines established by other local townships for our use. Jean Renshaw wondered if we could combine resources with other townships that are also CLGs to have these crafted, and asked if one of these methods would be the more economical approach. Chair Boyle reminded the Commission that there are grants available to assist East Bradford financially in the development of these guidelines. Ann Armstrong asked why, if we have our Township Code, do we also need Design Guidelines? Chair Boyle responded that these are a requirement of the new CLG and current members, East

Bradford included, have four (4) years to implement. Beth Bertheaud suggested we consider these an educational tool for the Historic Commission and homeowners. Jean agreed that the Guidelines will provide consistency in our decision making process.

Chair Boyle reviewed the requirements of the new CLG program. These include:

- Design Guidelines – which are crafted specific to each township. Chair Boyle discussed the challenges of trying to work with other townships on these guidelines.
- Every 10 years a re-survey/update of our historic resources. Chair Boyle believes that we can do this in-house without contracting this out. Perhaps hiring a summer intern for the clerical portion if we have our current inventory on word format. If we do not, we need to request such from the original consultant.

The Commission then reviewed the Draft RFP, made some changes, and finalized this document for release, a copy of which is attached to these minutes. Melissa Needles conveyed to the Commission that the Supervisors are looking to the Commission for a budget number. Elizabeth Bertheaud suggested that we ask for \$10,000 in the budget for this project, with which the other members agreed. Melissa will advise the Supervisors of this request.

Craig Grear suggested that we develop a timeline to assist in our planning process to fulfill the new CLG requirements. These should include the Design Guidelines, National Register Nomination for Jefferis Bridge, Amendment to the Strode's Mill National Register District, and updating the historic resource survey. Chair Boyle suggested that we have a work session devoted to our ordinance review and these upcoming projects.

NEW BUSINESS:

SD 647 Colley (within 100 feet of HR# 40-- Class I): Chair Boyle advised that a new set of plans dated, 5/31/2019 had been submitted for this proposed lot subdivision. It was determined that the drawing #4 of this submission is the same as the plan map we reviewed at the May meeting, and therefore we do not need to change our recommendation.

La Forno Pizza Shop – Sign HR 179 Class I: This is a new design that is consistent with the other signs in this shopping center. Jean Renshaw made a motion, seconded by John Marshall, that we recommend approval of the sign design. Motion passed.

Before adjourning, Jean Renshaw mentioned a proposed B & B Events Ordinance mentioned in the minutes from the Board of Supervisors' June 6th work session. The intent of the B & B Estate Ordinance was to allow for adaptive reuse of historic properties, and thereby provide property owners with additional income to maintain these historic resources. Without this ordinance Jean fears for the future of many of our Township's historic resources. She recommended that Historical Commission members get involved with this process.

NEXT MEETING: The next scheduled Regular Meeting of the Historical Commission will be held on Tuesday, July 16th, 2019, 7:00 P.M.

Meeting Adjourned: 8:12 P.M.

Respectfully submitted,
Beth Bertheaud
Secretary of the Meeting