



# ORPC Oxford Region Planning Committee

Chair: Albert Jezyk Jr. Vice-Chair: Charles Fleischmann Treasurer: Robert Ketcham

## February 26, 2025 Meeting Report

**Date/Time:** Thursday, February 26, 2025 - 7:00 pm via Zoom

**Zoom Recording Link:** <https://youtu.be/nNUgXosuoAg> Video Length 1:33:10

**Meeting Recording:** Just a reminder that we have included a reference to the time in the meeting when topics were discussed (ie, **1:08**). Please click on the YouTube link above and scan to the meeting time to hear additional content/more details.

**← Homework:** This symbol identifies homework that has been assigned to a member of the ORPC, the secretary, or the entire membership.

**Reported By:** Mark Gallant (with help from David Ross)

**ORPC Representatives:** Al Jezyk, Jr. – Elk Township; Robert McMahon, Joel Brown – Lower Oxford Township; Kathryn Cloyd, Pauline Garcia-Allen – Oxford Borough; Charles Fleischmann, Scott Rugen – Upper Oxford; David Ross - West Nottingham Township. East Nottingham was not represented.

**Guests:** Robert Ketcham – Oxford Borough; Donna Crosson – West Nottingham Democratic Committee; Blair Fleischmann – Upper Oxford.

**Chester County Planning Commission (CCPC) Staff:** Mark Gallant

**February 6, 2025 Meeting Report** approved

**Chair's Report** Al thanked everyone for their confidence and support for voting him in as Chair for 2025. He also thanked everyone for their knowledge and expertise that help make him a better chair.

**Treasurers Report** **:43** All six municipalities submitted their 2<sup>nd</sup> and final payments for the Comp Plan update and the January invoice from the CCPC (which covers costs for the final quarter of 2024) was paid. The checking account balance is \$20,152.81.

**Municipal Updates and Related Announcements**

**Upper Oxford** has a new Engineer, Gilberts. Hydraterra (a Chester County civil engineering firm) made a proposal to the Board of Supervisors to report on septic



pumping and complete an application for an Act 537 Plan. Hydraterra said that they would be willing to make a presentation to the ORPC concerning possible regional options. Learn more about their proprietary software, reporting on septic pumping, and current practices of the Chester County Health Department, and a short discussion on current municipal practices by clicking on at **3:20**.

**Oxford Borough 9:30** John Lawrence hosted a meeting with the Borough and Townships a few weeks ago regarding the development of a regional policing study. Since that time elected officials from Penn, Upper and East Nottingham have agreed to participate and issued letters of intent. Lower Oxrod has declined. Elk and West are still pending. The Borough is also going to approach New London to see if they want to participate as a neighbor to the Region. To learn more about this **free** study and the discussion that followed please click on at **11:05**.

☐ **Moran Farm 14:18**

The applicant submitted their final plan application to the Borough and the planning commission expects to discuss it at their March meeting.

☐ **Herrs Farm 15:07**

The East Nottingham Board of Supervisors did not approve the preliminary plan for the Herr's Farm and the Township is working on an update to their I-1 District (where the warehouse development was proposed).

☐ **ORPC Subcommittees: *David and Blair***

**Regional Volunteer Environmental Advisory Committee (EAC) 16:32**

The Regional EAC has scheduled their next in a series of stakeholder meetings for March 31, 2025. It will be an in-person meeting with a hybrid option to be held (confirmed after the meeting) at Oxford Borough Hall. The meetings have been held every other year since 2019 and have traditionally been focused on water quality issues. This year the EAC will ask our environmental partners to share opportunities and challenges related to their efforts to promote resource protection and to share their priorities to inform the development of the Comprehensive Plan update. The Comp Plan is, after all, a menu or script to determine the highest priorities for the Region moving forward. Organizations to participate may include the Chester County Water Resources, the Octorara Watershed Association, the Chester County Conservation District, the Brandywine Conservancy, and many others. More details will follow.

**Historic Preservation Sub-Committee (H-Sub) 18:17**

The interpretive sign project is coming along. The CCPC graphics division will work with the H-Sub to develop the sign layouts from the sign templates so they will be

print ready for the sign manufacturer. The quality and accuracy of the mapping is of particular concern along with consistency with other interpretive signage around the County. Sign installation in the Fall should be possible with only a 6-week turn around by the sign manufacturer. The H-Sub has been discussing their involvement with the Comp Plan update and reaching out to adjacent municipalities and invited Sarah Beth Kohut (Franklin Township Historic Commission Secretary) to join them at their meeting on Tuesday, February 25th.

□ **2024 Annual Report and 2025 Annual Budget** *Mark Gallant*

The Intergovernmental Cooperative Implementation Agreement, signed by all participating municipalities after adoption of the Oxford Region Multimunicipal Comprehensive Plan, requires that the ORPC complete an annual report for the previous year and an annual budget for the coming year.

The **2024 Annual Report 22:04** includes an introduction describing the ORPC, the ORPC's schedule in 2024, and lists the ORPC officers and secretary for 2024. The Report is broken out into five parts including a summary of review letters and support letters, a list of speakers/guests and topics of discussion, an overview of the accomplishments of the Multimunicipal Comprehensive Plan work program, activities and achievements of the ORPC Sub-Committees, upcoming activities for 2025, and a list of the ORPC membership. **Homework →** A draft copy of the 2024 Annual Report will be distributed to the full ORPC membership for their review soon and then find a home on the ORPC website.



*We included photos in the annual report from the Public Kick-off Meeting held at Herr's Visitor's Center in February 2024*

The **2025 Annual Budget 28:34** is a basic overview of the anticipated revenue and expenditures for 2025. While I did provide an abbreviated overview of the draft 2025 Budget, he was waiting for a few numbers to fill in the blanks and did so after the meeting. Therefore, a complete copy of the 2025 Budget is now available to the ORPC membership and upon their review and approval will be available on the ORPC website. **← Homework**

□ **Multimunicipal Comprehensive Plan Update** *Mark Gallant*

Please note that I recommend those members of the ORPC that were not able to attend the February 26, meeting click on the recording at **32:22** to hear the full Comp Plan presentation by the CCPC Team.

Two homework assignments were sent out to the ORPC membership for their review and comment in preparation for the February 26 meeting:

## Homework Assignment #1 - Review of Current Goals and Objectives

I started the discussion with a few clarifications based on comments provided by the ORPC members. David Ross shared that the “vast majority of objectives from the 2012 plan have no clear path to implementation.” I explained that the Goals and Objectives are broader statements of policy, the 25,000 and 10,000 foot views, respectively. The policy hierarchy is:

### Goals

Long-term broad vision statements that are not precisely measurable, but provide general direction for preferred future conditions.

### Objectives

Shorter-term targets which, when accomplished, aid in achieving the associated goal. Objectives are more specific than goals and are measurable achievements.

### Recommendations/Actions

Strategies for Implementation, aka, where the rubber hits the road!

An example of this “policy hierarchy” from the 2012 Comp Plan is:

**Housing Goal:** Encourage a variety of housing options, at densities appropriate for the growth areas of the Region, which address the needs of a diverse and growing population.

**Objective:** Support the development of a mix of housing types, with increased opportunity for multi-family housing, in proximity to job centers and public transit within designated growth areas.

**Action 6-2** Consider the adoption of ordinance provisions that permit appropriate residential densities and more diverse housing choices in designated growth areas.

**Action 6-3** Consider using innovative smart growth tools which may include Traditional Neighborhood Design (TND) and Transfer of Development Rights (TDR) programs.

In his comments, David went on to say, “I want this current draft to give the Region a clear set of tasks that can feasibly do over the next decade” (the plan horizon). I agreed and reminded the group that is why the Plan update will be designed as an “Implementable Plan.” The conversation that followed with comments from David and Pauline is important to the Comp Plan development and I highly recommend clicking onto the Zoom recording at [34:50](#)

Another ORPC member commented that they would let another representative provide comments on the goals and objectives, this inspired another clarification:

OPRC members should not assume that someone else will comment. This is how ideas are lost or never shared with the ORPC at large.

**46:27** I walked the group through the comments provided by ORPC members including David Ross, Kathryn Cloyd, and Pauline Garcia-Allen. Rather than try to capture all of those comments here, I will email a copy of the results of Homework Assignment #1 to the ORPC membership for their review and consideration. In some cases, the comments took the form of questions and Mark attempted to answer those questions and the meeting participants shared their thoughts. That discussion is difficult to capture in a meeting report and I recommend listening to the discussion on the Zoom recording.

The results are also available to anyone reviewing this meeting report. Just email Mark at [mgallant@chesco.org](mailto:mgallant@chesco.org) and request a copy. It should be noted that I received additional comments after the meeting and they are included on the results memo.

### **Homework Assignment #2 – Ideas for a Public Survey “Deeper Dive”**

I received a great deal of feedback from the ORPC membership concerning a deeper dive on the survey results. I did hear the following from the ORPC membership: Colin Kraukunas thought the survey results were confusing and would be better illustrated by a bar graph. Colin thought it was confusing to list Spanish language responses as individual numbers while English language responses were generalized, and thought all numbers should be percentages of the total, regardless of language. Blair suggested that we look at the raw data as well as the percentages. The group did not comment on Colin and Blair’s suggestions. I said the CCPC Team would look into the comments while considering the “digestibility” of the results for people outside of the ORPC membership.

Existing Conditions and moving forward – The meeting closed with an update on existing conditions and the work schedule moving forward. Please click on the Zoom recording at **120:50** to listen in. I will update the schedule and present it to the ORPC membership at the ORPC meeting on March 26<sup>th</sup>. **← Homework**

#### **☐ Public Comment**

Charlie wished Mark a good vacation.

**Next ORPC Meeting:** March 26, 2025 via Zoom.

Good afternoon all –

The next meeting of the ORPC will be held on Wednesday, March 26, 2025 at 7:00 pm via Zoom (I will forward the Zoom link next week). I have attached a draft agenda for your review. Please let me know if there is anything else you would like to add to the draft agenda.

I have attached a copy of the draft meeting report for our last meeting, February 26, 2025. Please let me know if you have any revisions.

Finally, I have attached three draft documents that were presented at the February 26<sup>th</sup> meeting: 2024 Annual Report, 2025 Annual Budget, and results from Homework Assignment #1.

**2024 Annual Report** – Please review the report and let me know if you have any questions or comments.

**2025 Annual Budget** – I was able to finalize the numbers on the 2025 Budget. Based on the anticipated 2025 End of Year Balance, I made the assumption that the ORPC would keep the Annual Regional Contribution on hold for 2025. Please review the draft 2025 Budget and let me know if you have any questions or comments.

**Homework Assignment #1: Results** – We walked through the results of Homework Assignment #1 at the February 26<sup>th</sup> meeting. This involved comments from ORPC members on the existing (2012) Comp Plan Goals and Objectives that will inform the revised Goals and Objectives for the Comp Plan update. The comments discussed at the meeting were from David Ross, Kathryn Cloyd, and Pauline Garcia-Allen. Since the meeting occurred, we have received comments from Charles Fleischmann, Candie Miller, and the Regional EAC members. Comments from all six contributors are included in the attached copy.

The last thing I have to announce is the departure of Elise Davis from the CCPC Team. Elise has decided to move on...

Please let me know if you have any questions or comments.

Thank you,  
Mark

