



# UPPER DARBY TOWNSHIP

## DEPARTMENT OF LICENSES & INSPECTIONS

100 Garrett Road. Upper Darby, PA 19082 Phone: (610)734-7613

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January 10, 2023

### UPPER DARBY TOWNSHIP PLANNING COMMISSION MINUTES

#### Attendance

Planning Committee Members Present:

- Debbie Nifong
- Steve Bertil
- James Mullen
- Jeffrey Roken

Planning Commission Members Absent:

- Cassandra Hayes

Township Staff Present:

- Asst. Director of L&I for Planning & Zoning-Joshua Chast
- Assistant Planner – Leah Daniels

A motion was made by Jeffrey Roken to amend the agenda to nominate officers. The motion was seconded by Steve Bertil. All members voted in favor.

#### Minutes

A motion was made by Jeffrey Roken to approve the December Planning Commission Minutes. The motion was seconded by Steve Bertil. All members voted in favor.

#### Officer Nominations for 2023

- Nominations were opened for Chair
  1. Jeffrey Roken nominated Debbie Nifong for the position of Planning Commission Chair
  2. Steve Bertil seconded the nomination
  3. No other nominations
  4. Unanimous Approval
- Nominations were opened for Vice Chair
  1. Steve Bertil nominated Jeffrey Roken for the position of Planning Commission Vice Chair
  2. Debbie Nifong seconded the nomination
  3. No other nominations
  4. Unanimous Approval
- Nominations were opened for Secretary
  1. Jeffrey Roken nominated Steve Bertil for the position of Planning Commission Secretary
  2. Debbie Nifong seconded the motion
  3. No other nominations



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### 4. Unanimous Approval

#### **Old Business**

##### **1. Comprehensive Plan Timeline**

2023/2024 – Start research for funding and resources

2025 – Hiring a consultant and starting outreach/data collection

2026/2027 – Finalizing the Plan

2028 – Submitting the Plan to Council for approval and adoption

Debbie Nifong will research funding opportunities and return to the PC with additional information.

#### **New Business**

##### **1. Shade Tree Ordinance**

Joshua Chast introduced Shade Tree Ordinance. STC decided to revise the STC Ordinance because the previous ordinance was out-of-date. The goal of the ordinance is to better establish regulation of Township right of way. Joshua Chast will invite STC members to attend next Planning Commission meeting to review ordinance and answer questions.

##### **2. Developing UDT SALDO**

Joshua Chast explained that UDT has to use the Delaware County SALDO in the land development process because the township has not developed its own SALDO. As a result we are unable to modify the SALDO to fit the specific needs of our township, such as: storm water management, redevelopment standards, and solar planning. PC discussed a timeline of UDT SALDO development. Joshua C. suggested having a draft completed by end of 2023.

##### **3. Smoke Shop Ordinance Discussion**

Leah D. presented information on smoke shops regulation in similarly situated municipalities such as Abington, Scranton and Norristown. The zoning team found that other municipalities did not have an established smoke shop ordinance, and instead zoned them into commercial areas much like other retail businesses. The zoning team will continue to research ways the Township can strengthen the smoke shop ordinance.

#### **Adjournment**

A motion to adjourn was made by Debbie Nifong. The motion was seconded by Jeffrey Roken.



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