



BOROUGH OF CHESTER HEIGHTS
53 W Baltimore Pike 2nd floor
P. O. Box 658
Chester Heights, PA 19017
Planning Commission Meeting Minutes
March 27, 2025, at 7:00 p.m.

Call to Order: Thayer Schroeder called the meeting to order at 7 p.m.

Roll Call: Thayer Schroeder, Vice Chairman
Melinda Kerry Esq., Pro Tem
Marc Hanlan Ph.D., Member
Tim Searl, Member

Approval of Planning Commission Minutes from February 27, 2025

MOTION: Upon Motion, Planning Commission (Searl | Hanlan) voted and unanimously approved the February 27, 2025, minutes

Resignation of John Lesky

- John Lesky's resignation was noted from the March 17th General Meeting.

Appoint New Officials of the Planning Commission

- The Planning Commission will not appoint new Planning Commission officers at this time.

Review Revised Zoning Ordinance

- Feedback from the Delaware County Planning Commission was discussed
- Planning Commission reviewed the revised Zoning Ordinance related to outside dining. The Ordinance includes:
 - Parking requirements
 - Access Control (through the restaurant interior)
 - Prohibition of amplified music in the outdoor dining are
- The Planning Commission confirmed that all of the Delaware County recommendations were incorporated into the revised ordinance

MOTION: Upon Motion, Planning Commission (Schroeder | Hanlan) voted unanimously and approved to recommend the revised Zoning Ordinance to borough Council.



Discussion on Borough Issued Email Accounts and Data Storage

- Tim Searl discussed the borough providing email accounts for all Planning Commission members
- A concern was raised about personal emails being subpoenaed for borough business
- There was a discussion about data storage needs for Planning Commission related materials

MOTION: Upon Motion, Planning Commission (Searl | Hanlan) voted and unanimously approved to ask Council for borough issued email accounts and data storage for the Planning Commission.

Comprehensive Plan Task Force

- Chapter 26 of the borough code which outlines the duties of the Planning Commission was reviewed
- It was clarified that the Comprehensive Plan Task Force would gather the data for the Planning Commission
- There was discussion about the timeline for the completion of the Comprehensive Plan
- There was discussion on whether the data collected belongs to Chester Heights or Nancy Sarcinello

Public Comment: No report

Adjournment: Upon Motion, the Planning Commission (Searl | Hanlan) voted unanimously to adjourn the meeting at 7:20 pm

Respectfully submitted,

Christiana Barbour