



MEMORANDUM

TO: Borough Council
Mayor Uzman

FROM: Carroll E. Sinquett, III, Planning Commission Chairman
Corinne J. Badman, Planning Commission Acting Secretary

DATE: March 28, 2024

RE: Malvern Planning Commission Annual Report for 2023

This report will provide a summary of the activity of the Malvern Planning Commission during the 2022 calendar year. Members of the Planning Commission during 2023 were as follows:

- David Knies, Ph.D.
- Chris Mongeau
- Geoff Rubino
- Carroll Sinquett III, Chairman
- Zoe Warner, Ph.D., Vice-Chairwoman
- Scott Oswald
- Brian Hamilton
- Lynne Frederick, Alternate Member

As always, the Planning Commission commends the Borough Council for providing high-quality, professional support to us during the year. This has included:

- **MPC Solicitor:** Kenneth Kynett, Esq.
- **Borough Engineer:** Dan Daley, P.E.
- **Borough Management:** Tiffany M. Loomis and Corinne J. Badman

Conditional Use Applications

During the course of 2023, the Planning Commission received two conditional use applications:

1. **434 Highland Avenue** - The owners of the property were seeking approval for their lot coverage of 20% by right be increased to 25% by conditional use.
2. **160 Quaker Lane** - Rockhill Real Estate came before the Planning Commission to propose the use of the property for a car wrapping business.

Ordinance and Community Planning

During the course of 2023, the Planning Commission conducted reviews of the following planning documents and ordinances.

1. The Planning Commission, as a majority, recommended the adoption of the proposed items to Borough Council:
 - **Zoning & Subdivision and Land Development Revision Project**– The MPC reviewed the RFP's which were submitted and recommended Thomas Comitta and Associates to Council to conduct our review and revise our Zoning and SALDO Ordinances.
 - **Review of Willistown Comprehensive Plan**- The MPC reviewed Willistown's Comprehensive Plan and had no comment on the plan.
 - **Dark Skies Initiative**- The Malvern Planning Commission had several meetings largely devoted to learning about the effects of over-lighting in residential and commercial areas. We also met with a regional association that promotes initiatives designed to assist communities in developing effective plans and systems to change and monitor lighting.
 - **Kimberton Whole Foods Permit Review**- Willistown Township asked the Planning Commission to review a permit plan for an expansion of the business and a new loading dock location. All of the proposed plans were located in Willistown Township and the Planning Commission saw no issues with the plan.
2. The Planning Commission engaged in discussion of the following general topics, in order or priority, during Year 2023:
 - **Understanding the Current Zoning for the Institutional and Limited Industrial Zoning Districts**
 - **Stormwater Management Master Plan**
 - **Members Brian Hamilton and Scott Oswald attended Pennsylvania Municipal Planning Education Institute's Course in Community Planning**
 - **Sidewalk Planning and Prioritization**
 - **Review Action Items from 2022 Comprehensive Plan**
 - **Wayfinding Signs Project**
 - **SALDO Ordinance Review**
 - **Official Map**

Subdivision and Land Development Applications

1. Malvern Prep- Tolentine Building

The plan proposed the addition of a multi-story building and covered walkway to be constructed on the existing 99.63-acre lot. The Applicant had demolished Good Counsel Hall and will construct a building addition to Tolentine Hall of approximately 5,573 square feet (footprint), along with a covered walkway connecting the Tolentine Hall addition to Stewart Hall. The Applicant has also outlined various asphalt and concrete walkway improvements around the building addition. After two review and revision cycles, a recommendation was made unanimously to Borough Council to approve the plan.

2. Malvern Prep- Athletic Fields

The Plan proposes converting two grass athletic fields to synthetic turf, new bleachers and dugouts, a new parking facility, new walkways, and two underground stormwater basins. After two review and revision cycles, a recommendation was made unanimously to Borough Council to approve the plan.

3. Valley Creek Church Sketch Plan Review

The new owners of Malvern Baptist Church, Valley Creek Church, presented the Malvern Planning Commission with their plans for improvements of the property both inside and outside the property. Several architectural were made.

4. Malvern Prep- Student Life Center

The plan proposes a new building on the athletic fields to house a locker room and weight training area on the first floor and a second floor to house a teaching kitchen and observation area for viewing of games. After two review and revision cycles a recommendation was made unanimously to Borough Council to approve the plan.

Zoning Hearing Board Applications

During the course of 2023, there were no Zoning Hearing Board applications.