



**Chadds Ford Township  
10 Ring Road, Chadds Ford, Delaware County, PA  
Planning Commission Regular Meeting  
February 8, 2023**

**MINUTES**

A meeting of the Chadds Ford Township Planning Commission was called to order at 7:30 PM, by Chair Huffman. In attendance for the Planning Commission were Chair Craig Huffman; Vice Chair Valerie Hoxter; Commissioners Timotha Trigg, Kathleen Goodier, and Tom Bradley; Tom Comitta, Land Planner; Michael Maddren, Planning Solicitor; Matt Baumann, Township Manager; Emily Pisano, Assistant Township Manager, and Supervisor Liaison Chair Samantha Reiner. Not in attendance was Planning Engineer, Mike Schneider. There were zero (0) members of the public in attendance. The Pledge of Allegiance was recited.

**ANNOUNCEMENTS**

**REORGANIZATION**

Chair Huffman called the reorganization meeting to order at 7:32PM.

*Chair Huffman made a motion to appoint Mr. Baumann to act as the Planning Commission Secretary for reorganization purposes. Commissioner Trigg seconded the motion and it passed 5-0.*

*Vice Chair Hoxter nominated Mr. Huffman for Planning Commission Chair. Commissioner Goodier seconded the motion and it passed 5-0.*

*Chair Huffman nominated Ms. Hoxter as Planning Commission Vice Chair. Commissioner Trigg seconded the motion and it passed 5-0.*

*Chair Huffman nominated Ms. Pisano as the Planning Commission Secretary. Commissioner Goodier seconded the motion and it passed 5-0.*

*Chair Huffman made a motion to nominate Mr. Maddren for Planning Commission Solicitor. Commissioner Trigg seconded the motion and it passed 5-0.*

*Chair Huffman made a motion to nominate Mr. Schneider of Pennoni Engineering as the Planning Commission Engineer. Commissioner Goodier seconded the motion and it passed 5-0.*

*Chair Huffman made a motion to approve Mr. Comitta of TCA as Planning Commission Planner. Vice Chair Hoxter seconded the motion and it passed 5-0.*

*Chair Huffman made a motion to nominate Commissioner Trigg to continue in her role as the Planning Commission's representative on HARB. Commissioner Goodier seconded the motion and it passed 5-0.*

*Chair Huffman made a motion to close the reorganization meeting. Commissioner Goodier seconded the motion and it passed 5-0.*

**PUBLIC COMMENT (Non-Agenda Items)**

None.

**APPROVAL OF MINUTES**

The minutes for the December 14, 2022 Planning Commission meeting were reviewed for approval.

*Chair Huffman made a motion to approve the minutes from the December 14, 2022 Planning Commission meeting. Vice Chair Hoxter seconded the motion and it passed 5-0.*

**NEW BUSINESS**

- A. Motion to Recommend Annual Planning Activities Report as Required by the MPC (Section 207) to the Board of Supervisors

*Chair Huffman made a motion to send the 2022 Annual Planning Activities Report to the Board of Supervisors as amended. Commissioner Goodier seconded the motion and it passed 5-0.*

- B. Planning Commission – Motion to Approve Sewer Module Component 4a (from the Joint Planning Commission and Board of Supervisors Meeting on February 8, 2023)

Vice Chair Hoxter stated that Chair Huffman would abstain from comments and voting on this matter to avoid any perceived conflict of interest as Mr. Huffman stated he has had legal dealings with the Dambros. Mr. Schneider provided a summary of sewer module component 4a which applies to the Dambro subdivision at 280 Ridge Road. The Dambro subdivision is a nine (9)-lot development. The Department of Environmental Protection requires a Sewage Facilities Planning Module, which requires approval by the Planning Commission, particularly component 4a. Vice Chair Hoxter made a motion to approve sewer module component 4a for the Dambro subdivision, 280 Ridge Road, Chadds Ford PA. Commissioner Bradley seconded the motion and it passed 4-0 with 1 abstention.

**OLD BUSINESS**

- A. Motion for Potential Recommendation of Zoning Ordinance Draft Amendments to the Board of Supervisors

*Chair Huffman made a motion to approve the items discussed in the February 8, 2023 joint workshop session with the caveat that the Planning Commission receives the final draft for quality control review. Commissioner Trigg seconded the motion and it passed 5-0.*

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

*There being no further business or public comment the meeting was adjourned by Chair Huffman at 7:43PM.*

Respectfully submitted,

Matthew Baumann  
Township Manager