

YARDLEY BOROUGH PLANNING COMMISSION
Thursday, May 11, 2023, 7:30 PM Borough Hall
MEETING MINUTES



- I. **CALL TO ORDER** Richard Hodge, Chair
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
Present: Richard Hodge (RH), Chuck Dolan (CD), Susan Taylor (ST), Bob Bushar (BB), Zach Bark (ZB), Matt Sinberg (MS), Melissa Dawson (MD)
- IV. **COMMUNITY ANNOUNCEMENTS**
A. Video recordings of all Council Meetings available on Yardley Borough Website and Facebook page.
- V. **PUBLIC COMMENTS**
A. No public comment
- VI. **APPLICANTS FOR THIS MONTH**
A. No applicant
- VII. **MINUTES APPROVAL**
A. Approval of Minutes dated 13 April 2023
A motion was made by Robert Bushar to approve minutes dated 13 April 2023 as submitted, which is seconded by Mr. Dolan. A vote was held, and the motion passes 5-0. Matt Sinberg and Susan Taylor abstained due to their absence from the April meeting.
- VIII. **COUNCIL UPDATES**
A. ST noted that Borough Council has not progressed with an Anti-Graffiti ordinance. She further explained that a municipality needs that to participate in the Tag program that provides removal. ST motioned that council proceed with an Anti-Graffiti ordinance to facilitate participation in the Tag program. The PC voted & approved 7-0.
- IX. **ITEMS FOR REVIEW THIS MONTH**
A. 2024 Yardley Borough Comprehensive Plan Update – see memo/resources attached. Discussion of how to move forward with the 2024 Yardley Borough Comprehensive Plan Update was the focus of discussion this meeting.
B. RH mentioned that at the end of last month's meeting the discussion of the comprehensive plan was brought up. Rich compiled a list of references for the comprehensive plan that would be useful for the planning commission to review in preparation of developing the

2024 Comprehensive Plan. He thinks it would be useful to review the goals and objectives of the Comprehensive Plan since we have new members. RH's next step will be to solicit input from Council.

C. ST/MS/BB mentioned that in past years, outside professional help has been solicited and the consultant took the lead on the CP development. ST noted, as an example, that Doylestown Borough is hosting an open house to get public input on their Comprehensive Plan update. They have solicited input on main categories: Economic Vitality & Parking, Historic Preservation, Arts & Culture + Parks and Recreation, Housing and Development, Sustainability and Conservation. It might be good to look into what other Municipalities have done for their comprehensive plan updates. In the past when the PC has solicited public input, they held meetings in the Community Center or in the Borough Hall to receive input.

D. RH reviewed the Goals and Objectives from the 2001 Yardley Borough Comprehensive Plan handout as an example for what we need to move forward. The first step is to get input from Borough Council to understand what their expectations from the PC are for the Comprehensive Plan. It will also be good to ask and investigate what Grants and Resources are available to hire a consultant to develop the plan.

E. ST noted that at this point we should use the previous CP (2014) as a base and make additions to determine what new things should be added.

F. RH noted that there are other organizations in the Borough that will have interest in what is included in the Comprehensive Plan. The PC should define a way to approach this. Moving forward we can take on one section as a time. The Planning Commission members can review each topic ahead of time and at each meeting offer edits/input on the 2014 plans and objectives previously defined. Simultaneously, Rich will reach out to Caroline Thompson to discuss the process of updating the Comprehensive Plan to open the conversation of what expectations Council has.

G. ZB asked if the edits the Council has worked on previously in the past are saved in one location. CD responded that he has a working word document that has changes tracked. Bob also has handwritten notes on the current Comprehensive Plan. It was discussed that all inputs/edits should be compiled to one central location and possibly shared with everyone.

H. ST suggested that the PC develop a written Work Plan. Rich responded that he can develop a Work Plan and distribute it to all for input from the rest of the Planning Commission.

I. RH stated that we need to decide on a section of the Comprehensive Plan to review prior to the next meeting that we will go over as a group at the next meeting. For the next meeting we will review Chapter 11: Heart of Yardley as a group and he asked that everyone review and prepare comments for discussion prior to the June meeting.

X. **ADJOURNMENT at 8:57 PM**
Reconvene 08 June 2023

What is the basis in PA Code for Comprehensive Plans?

[PA MUNICIPALITIES PLANNING CODE \(MPC\) February 2022](#)

See PP. 17-18 for fundamental

[THE PLANNING COMMISSION IN PENNSYLVANIA PLANNING SERIES #2 Twelfth Edition](#)

[September 2017](#)

This publication specifically addresses the planning commission form of a planning agency authorized by the MPC. To that end, this publication is designed and intended for the following purposes:

- To address the statutory authority and composition of the planning commission in Pennsylvania and the specific powers and duties of the planning commission;
- To specify the reasons for and roles of the planning commission in municipal land use decisions;
- To guide municipal planning commission members on their specific roles and responsibilities as authorized by the MPC and as may be further stipulated in a planning commission's bylaws, rules, and regulations governing its procedures consistent with the ordinances of the municipality and the laws of the commonwealth;
- To review the common roles of planning commission members, particularly in terms of hiring planning consultants to assist with various technical planning activities; and
- To provide supporting technical guidance through a series of appendices that include a model ordinance and procedures for the establishment of a planning commission, model bylaws, and the adoption of a community's comprehensive plan.

[THE COMPREHENSIVE PLAN IN PENNSYLVANIA](#)

[PLANNING SERIES #3 Eighth Edition | September 2020](#)

Not Just a Document: Comprehensive Planning is a Process

To summarize, the planning process consists of making surveys, data collection, analysis and projections; problem identification; setting goals and objectives; formulating options; choosing an alternative; implementing decisions; experiencing the results; evaluating the outcomes and updating the goals or methods of implementation. This systematic process represents a means of dealing with change. If a community is growing, change will occur more quickly than in a stable community. Even a placid community will change over time. The makeup of the population will alter; the economy will fluctuate; the housing stock will age and its condition change; the environment will continue to be threatened and the needs of the citizens will not be the same today as in the future. A municipality is not required to regulate land use, but if it decides to implement zoning, it must have a well-articulated statement of community development objectives. Objectives should be supported by sufficient analysis and documentation to defend the zoning or other land use ordinances of the community against legal challenges. Preparing a comprehensive plan provides the most effective basis for the development of land use ordinances.

Is funding available to assist municipalities with Comp Plan update?

[Municipal Assistance Program \(MAP\)](#)

Are there comparable plans available?

[Bucks County Municipal Comprehensive Plans](#)

What is Bucks County doing?

[Bucks 2040](#)

