

**TINICUM TOWNSHIP PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 23, 2018**

Present: John Cole, MJ Frumin, Carl Ruthardt, David Upmalis, Joy von Glueck, Neil Sullivan  
Absent: Ted Leister

The meeting was called to order at 7:30 p.m.

**Meeting Minutes**

Motion to approve the Planning Commission Meeting Minutes of January 9, 2018 as written.  
Motion by Upmalis, seconded by Cole. Voted upon and approved 5 to 0 with Ruthardt abstaining.

**Old Business**

**1. Home Occupation Ordinance Discussion:**

Upmalis said that the Commission should make suggestions/recommendations and finalize their position on Home Occupation for ratification at the February 20<sup>th</sup> Board meeting. He said the goal is to be permissive yet not disruptive to the residential neighborhoods.

Ruthardt asked if they should first decide on proper categories. Frumin provided the following Home Occupation (HO) categories:

- 1) HO1-No Impact
- 2) HO2- Low Impact
- 3) HO3- Any Other Category

Cole said that the definitions of each grade were too detailed and needed to be more general.

Frumin said that they should make Home Office Business a “No Impact.” Cole said that “No Impact” and “Low Impact” should be acceptable.

Upmalis said they should combine HO1 (No Impact) and HO2 (Low Impact). *ALL BOARD MEMBERS AGREED.*

Upmalis suggested they permit “Low Impact” operations with 2 employees or less. He said that no permit would be required for “No Impact.”

Cole suggested they close the discussion on “No Impact” operations and focus on “Low Impact” operations. Sullivan discussed various points and square footage requirements for (permitted) “Low Impact” operations.

*The general consensus was that home occupation (permitted) should be 25% of the residence square footage (habitable structure) limited to 500 square feet. The garage would not be included in the calculations.*

Upmalis said that sounded reasonable and if those parameters were exceeded then a Variance would be necessary.

Sullivan said they needed to set parameters for Home Occupation such as the storage of equipment, materials, etc.

Frumin said there should be no on street parking, limits should be set on total parking spaces, and that there was sufficient parking for employees.

There was general discussion on business hours. Plumstead Township limits business hours from 7 am to 6 pm. Tincum Township set hours from 8 am to 9 pm. The commission reviewed other Township Ordinances.

Upmalis suggested that they table the discussion and do further research.

## 2. Accessory Structure Discussion:

Upmalis recommended the Commission table their discussion on Accessory Structures and review the regulations. Cole suggested they remain silent on Accessory Structures.

*All agreed to research and review for the next Commission meeting.*

Upmalis noted that the Township has received no requests for Home Occupation.

## 3. Ottsville Development Discussion

Sullivan said they needed to set a meeting with Ottsville residents. Frumin said that that was not the responsibility of the Planning Commission and they need to take directive from Supervisors. Cole agreed that the Commission needed to work with the Supervisors first. Sullivan said that they should not let the Supervisors dictate what the Planning Commission does.

## **Adjournment**

Motion to adjourn the meeting. Motion made by Upmalis, seconded by Von Glueck at 9:10 p.m.