

**West Sadsbury Township  
Planning Commission Meeting  
March 24, 2026**

**PC BOARD ATTENDANCE:**

Ed Haas (Chairman)	George Stoltzfus
Chuck Eggen (Vice-Chairman)	John Stoltzfus
Deidre Hosier	Aaron Zook
Elmer Kauffman	

**OTHERS IN ATTENDANCE:**

Frank Haas	Amos Stoltzfus
Trudy Haas	Robert Hosier
Additional individual not on sign-in sheet	

**OPENING:**

Chairman Ed Haas opened the meeting at 7:00 p.m. with the Pledge of Allegiance

**PUBLIC COMMENT ON AGENDA:**

None

**PAST MEETING MINUTE APPROVAL:**

Ed Haas made a motion to approve the February 24 PC Meeting Minutes. Chuck Eggen seconded the motion. Motion carried 7-0.

**REGIONAL PLANNING COMMISSION REPORT**

None

**NEW BUSINESS**

- Discussion regarding moving Planning Commission meetings to Wednesday nights.
  - Discussion regarding the potential of moving the meetings to Wednesday nights due to the township engineer's inability to appear for Tuesday nights in consideration of accepted commitments in other municipalities. The topic was raised during the March Supervisors' meeting and is raised in consideration of the township engineer.
  - Due to prior commitments by the Planning Commission members on other evenings, there is no declared interest from the members of the Planning Commission to move the meetings from the fourth Tuesday of the month. Chairman Haas asked if any member wished to move the meetings with no intent expressed by an individual on the seven-member board.
  - Meetings will remain on Tuesday evenings for the remainder of 2026 with the topic revisited in December 2026 for potential consideration in 2027 or upon the request of a member from the Planning Commission.

**OLD BUSINESS**

## **ECHO Housing Discussion**

- Chairman Haas presented copies of the model Accessory Dwelling Unit ordinance prepared by the Chester County Planning Commission following the organization's appearance at the February 2026 West Sadsbury Township Planning Commission meeting.
- Topics included:
  - Should ADU & Echo housing ordinances be separated? It was discussed if the ADU and ECHO ordinances should be separated, but it was considered appropriate to keep the topics combined due to the similarities.
  - A reminder was noted that the Chester County Planning Commission reviewed the ordinance in comparison to ordinances, policies and procedures from primarily Chester County municipalities and in comparison to existing Commonwealth laws/codes.
  - If a separate structure, an ADU/ECHO structure shall be subordinate to the primary residence on the property and shall be constructed in accordance with all township and Commonwealth building codes, including setbacks from property lines and all details of section §1209 unless noted otherwise.
  - The Planning Commission asked to reinforce that no Accessory Dwelling Unit/ECHO unit can be used as a rental unit (not short term or for any term) and the occupancy of the unit is limited to individuals per the proposed ordinance to those related to an occupant/owner of the principal dwelling on the property.
  - Chairman Haas noted that township's Agricultural Setback Requirement (§1203.3) for future consideration and in light of its applicability that states, "On any separate non-farm parcel, no shrub shall be planted and no accessory structure residential structure or fence shall be placed within ten (10) feet of any land used for agricultural purposes. No tree shall be planted within thirty (30) feet of any land used for agricultural purposes."
  - The Planning Commission discussed the removal time period for an ECHO residence. Per discussion, the removal time period shall be six months from the date the individual qualified to reside in an/the ECHO dwelling no longer occupies the residence.
  - It was noted by Haas that the township has additional restrictions under §1209 upon accessory structures that include:
    - Maximum height: Twelve (12) feet from the floor to the peak or highest point of the structure.
    - Minimum distance between buildings and/or structures: Ten feet (10').
    - No permanent or temporary structure shall be located in any front yard.
  - The fees for permits (temporary use, occupancy, etc.) are established by the Board of Supervisors on an annual basis. The ordinance should not define a cost as that topic is within the purview of the powers bestowed upon the Board of Supervisors by Commonwealth law.
  - The topic of having both an ADU and an ECHO residence was discussed pertaining to the concept being permitted on properties with 10+ net acres of under the auspices of a Conditional Use hearing – a change from the previously proposed Special Exception by the Zoning Hearing Board.
  - Maximum size of ADU of no more than 50% of the gross habitable above-

grade area of the principal dwelling prior to the creation of the Accessory Dwelling unit was deemed adequate. Maximum size of an ECHO dwelling unit at no more than 1,250 square feet was deemed adequate.

- Off-street parking regulations (2 spaces per ADU / one space for ECHO dwelling) were deemed adequate
- The Planning Commission will review an updated proposed ordinance at the April meeting to consider additional adjustments to the ADU/ECHO ordinance.

### **ZONING HEARING BOARD UPDATES**

None

### **ANNOUNCEMENTS**

The next PC Meeting is April 28, 2026, at 7:00 p.m. in the West Sadsbury Township municipal building.

### **ADJOURNMENT:**

A Motion to adjourn the meeting at 8:45 p.m. was made by Deidre Hosier and seconded by Elmer Kauffman. Motion carried 7-0.

Respectfully submitted,

*Ed Haas*, Chairman, West Sadsbury Township Planning Commission