



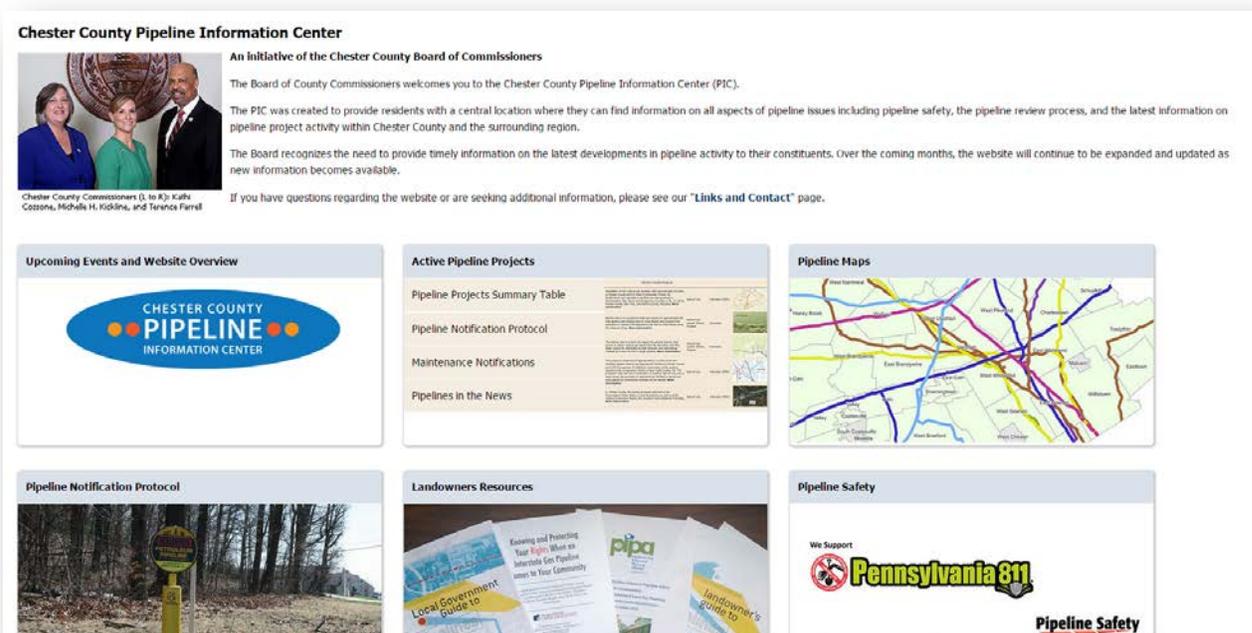
Contract Term: – September 30, 2015 to September 29, 2016

Article III Expected Program Outputs

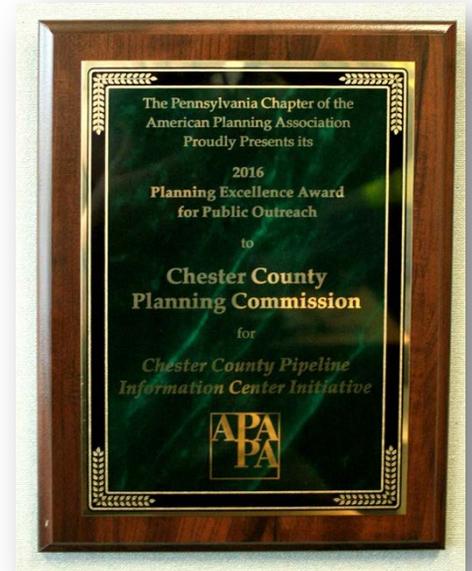
Based on Article III of the current TAG agreement, the following milestones were to be met under the grant. All of these outputs have been met and are documented below.

- 1.0 Incorporate pipeline safety awareness into planning and review processes of the county and local governments.
- 2.0 Ensure the information developed in conjunction with the Pipeline Information Center (PIC), including the notification protocol, is widely known and available to the public and all stakeholders.
- 3.0 Disseminate the above pipeline information through a number of social and new media outlets as well as through presentations at stakeholder meetings.
- 4.0 Address any gaps in the PIC that are identified during the course of the project, particularly information that would advance improved safety through outcome #1.

The Pipeline Information Center website and information referenced in this report may be viewed here: www.chesco.org/planning/pipelines. A screen shot of the website is presented below.



Program Success - The Pipeline Information Center and Point of Contact are used on a regular basis by the County Commissioners and their constituents. The Pipeline Information and its related initiatives are viewed as a highly successful county program. The website has been visited nearly 55,000 times in the past two years and has averaged 2,260 hits per month during the past year. The website is often cited as a model for the provision of objective pipeline information throughout the state. In October 2016, the Chester County Planning Commission and the Chester County Commissioners were recognized by the Pennsylvania Chapter of the American Planning Association with its Planning Excellence Award for Public Outreach for the Pipeline Information Center Initiative.



In addition to the TAG related tasks below, CCPC staff continues to update and expand the information provided on the Pipeline Information Center on a regular basis, respond to pipeline calls and email inquiries, attend pipeline project meetings, and coordinate with the pipeline operators and other agencies working in Chester County. The staff member designated as the point of contact has been regularly contacted by the Commissioners and others seeking pipeline information. These efforts and the level of pipeline information services provided by the county would not have been possible without the PHMSA Technical Assistance Grants.

Program Outcomes: The program outcomes have been achieved through the following activities consistent with the scope of work submitted with the TAG application.

Task A: Enhance Pipeline Comments in CCPC and Other Agency Plan Reviews	Timeframe & Percent Complete
<p>1. Determine which agency review processes are suitable for enhancement The following state mandated planning and development reviews conducted by the County were the focus of enhanced comments to address pipeline related issues:</p> <ul style="list-style-type: none"> a. <u>Act 247, Pennsylvania Municipalities Planning Code (MPC)</u> – Municipally proposed comprehensive plans, land use ordinances, and proposed subdivisions and land developments. b. <u>Act 537, Pennsylvania Sewage Facilities Act</u> – Development proposals that impact sewage facilities. c. <u>Other CCPC Reviews</u> – Other CCPC infrastructure related reviews where there could be an opportunity to address pipeline related issues such as those requiring NPDES permits. d. <u>Other Agency Reviews</u> – CCPC coordinated with other County agencies to understand how pipeline issues were addressed within their respective review processes and to ensure that pipeline issues and 	<p>January 2016 through June 2016 100% complete</p>

<p>reviews were undertaken in a coordinated manner between applicable departments and agencies.</p> <p>Meetings with the Chester County Water Resources Authority (CCWRA), the Chester County Health Dept. (CCHD), and the Chester County Conservation District (CCCD) took place as well as coordination with the Chester County Dept. of Emergency Services (CCDES) on the issue of HCA's (See Task A.3). CCPC now coordinates extensively with WRA and CCCD on reviews and comments on pipeline proposals. All relevant review information and comments are posted on the PIC, regardless of which department has issued the comments.</p> <p>Please see the Table of "Meetings and Other Public Outreach" for documentation of these meetings.</p>	
<p>NOTE: Tasks A.2 and A.4 through A.7 from the original scope of work have been combined below for continuity and to better reflect they final process.</p> <p>2. Develop initial pipeline comments for review letters</p> <p>CCPC drafted a series of pipeline comments for use in the official planning commission review letters relating to pipeline safety issues. These review comments are intended for use in the Act 247 (PA Municipalities Planning Code) reviews, the Act 537 (PA Sewage Facilities) reviews, and NPDES reviews conducted by CCPC and sent to municipal officials in the county's official review letters. These comments cover the following situations:</p> <ul style="list-style-type: none"> i. Need to address issues when a proposed development is in proximity to existing pipelines. ii. Potential for the inclusion of pipeline regulations within local ordinances; iii. Need to address pipeline planning in municipal comprehensive plans. <p>The basic review comments will be tailored by the author of the plan review letter as needed for each specific plan, ordinance, or development proposal.</p> <p>4. Review and finalize standard comments for review letters</p> <p>The draft comments to be incorporated into review letters were sent to municipal managers in seven municipalities with direct experience with active pipeline projects. Feedback was obtained from the managers or their engineers and the comments were</p>	<p>April 2016 – September 2016 100% complete</p>

further refined to best meet the needs of our municipal partners.

5-7 - Implement enhanced Chester County Planning Commission Reviews; Provide relevant information on the Pipeline Information Center

The Chester County expanded review comments are being implemented through the CCPC review letters completed within the Infrastructure and Plan Review Division of CCPC and coordination with other agencies is being undertaken as applicable. Our primary coordination is undertaken with the CC Water Resources Authority and the CC Conservation District, the primary county review agencies for pipeline proposals in addition to the CCPC.

In addition to the comments being incorporated into CCPC review letters, and coordination with other county agencies on pipeline input, model ordinances and planning information specifically developed for municipal use by Gaadt Perspectives LLC under a prior PHMSA grant are posted on the PIC with expanded explanations of their use. Those documents are located here:

<http://www.landscapes2.org/pipeline/Resources.cfm> and are referenced in our review letters when applicable.

Model Ordinances for Municipal Officials

Links to the model ordinance information noted above was distributed to all municipalities through a direct mailing as well as through the CCPC listserv and social media outlets. Municipal related pipeline planning information from other sources has also been provided on the Resources section of the website. This includes information provided on the CCATO website which was developed through a PHMSA TAG grant, located here:

<http://ccato.org/163/Pipeline-Guide-Inventory-of-Ordinances>

High Consequence Area Webpage

A section on High Consequence Areas was added to the PIC website and links to this information is provided in relevant plan reviews. After the addition of this section to the PIC website, a social media push was used to inform municipalities and others about the availability on the PIC. (See Task A.3 on page 6 for details on the HCA activity.)

Landowners Resource Guide

PIC information is updated on an on-going and frequent basis. A specific section for landowners with pipelines on or near their property was added to the PIC under the previous TAG grant, but was significantly enhanced with the addition of the Landowners Resource Guide for Easements and Rights-of-Way. This information also

helps residents understand the pipeline review process:

<http://www.landscapes2.org/pipeline/landowners.cfm>

Other Activities undertaken to Implement Pipeline Planning into the Municipal Review Process

The following activities were undertaken to ensure that other agencies and planners are aware of how pipeline safety can be incorporated into municipal and regional planning activities and into pipeline related planning reviews.

- a. **A training session was held on August 3, 2016** with the CCPC community planners who directly assist municipalities in writing comprehensive plans and land use ordinances. This meeting focused on how the planners can incorporate pipeline policies and land use standards directly into the documents they drafting for municipalities or incorporate the comments into the review of proposed documents submitted through the county review process

- b. **At the 2016 PA Chapter of the American Planning Association**, a session was held on promoting pipeline safety and planning at the county and at municipal level. Carol Stauffer, the CCPC Point of Contact, developed the session in conjunction with John Gaadt of Gaadt Perspectives LLC (a past PHMSA TAG recipient). The session was well received and attended by 25 professional planners from around the state. (Note that while the session was held in October 2016, planning for and development of the presentation was done within the grant contract term in April through September.)



The full PA-APA Program can be viewed here – the session description is on page 33:
<http://planningpa.org/wp-content/uploads/2016-APA-PA-Conference-Announcement-2.pdf>

(F6) Under Pressure - Pipelines and People: How to Get the Information You Need to Understand and Manage Pipelines

CM | 1.50

Major pipeline projects resulting from the boom in shale gas extraction have had a significant impact on communities in their path. The need for a central information clearinghouse between pipeline operators, residents, and local municipalities became clear as these projects were proposed in Chester County. The Chester County Pipeline Information Center (PIC) was created to address pipeline communication and project concerns. Municipalities can also address pipeline safety at the local level through best planning practices and ordinance regulations. This session will address both enhancing pipeline communication between stakeholders and provide specific tools for pipeline planning at the local level.

JOHN GAADT, AICP, Gaadt Perspectives, LLC.

CAROL STAUFFER, AICP, Chester County Planning Commission



3. Address information gaps on the PIC – “High Consequence Areas” (Note: This was listed as Task A.3 in the original TAG scope of work.)

The concept of “high consequence areas” had not previously been addressed in depth on the Pipeline Information Center. Under this task, CCPC examined the issue more closely. We determined what would be the most appropriate and helpful information to include on the PIC, and developed a new webpage on HCA’s for the PIC. Our goal was to determine the most useful HCA information to include on the website and how to best present it. CCPC also invited outside review and input on the site.

This information was useful in refining plan review comments for municipalities. It also provided a resource of information for residents who are confused or concerned about the concept of High Consequence Areas.

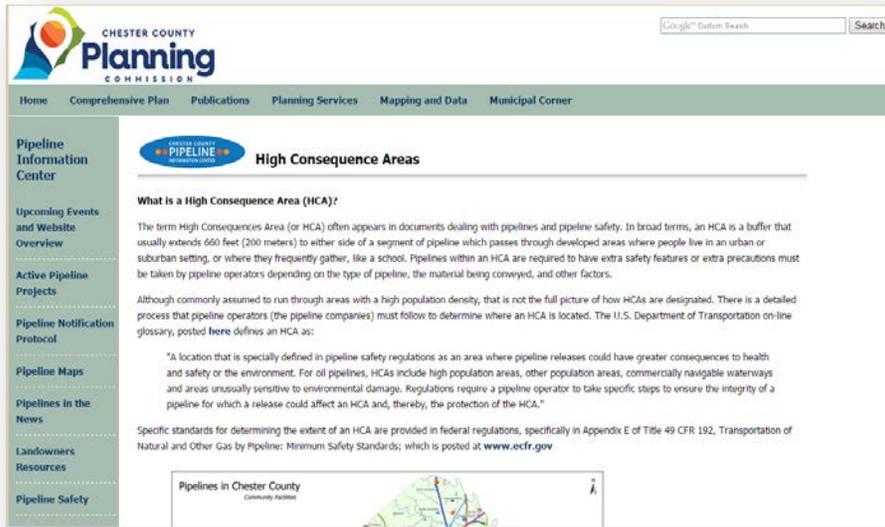
Research was completed in early to mid- 2016

HCA information was added to website August 2016

100% of the HCA website work is complete.

The HCA webpage can be viewed here:

<http://www.landscapes2.org/pipeline/HCA.cfm>



Task B: Develop promotional materials to increase public awareness of the Pipeline Information Center

Timeframe/Percent Complete

Under this task, CCPC developed materials to be used for public outreach to direct potential users to the PIC website as well as to provide basic pipeline related information.

1. Develop promotional materials (in coordination with Task D)

A full array of PIC promotional information was developed with recognizable branding unique to Chester County’s pipeline efforts. This includes brochures, business cards, posters, magnets, and a display board for meetings and other events. The brochures and posters shown below are located here:

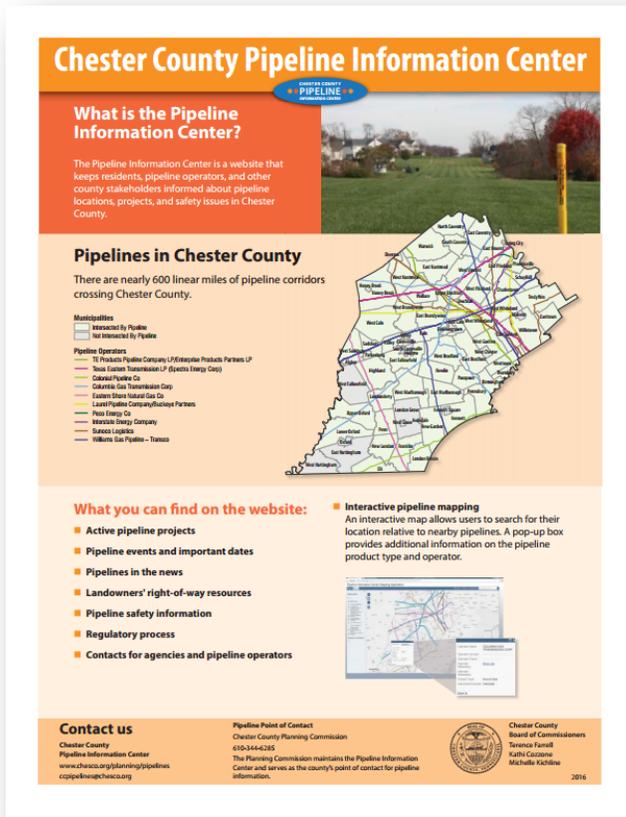
<http://www.landscapes2.org/pipeline/Resources.cfm>

January - March 2016
100% complete

Pipeline Information Center Brochure:



Pipeline Information Center Wall Poster:



CCPC Services Brochure with Pipeline Information Services page:

The CCPC services brochure was developed over the last year and has been widely distributed throughout the county (See Task B.4).



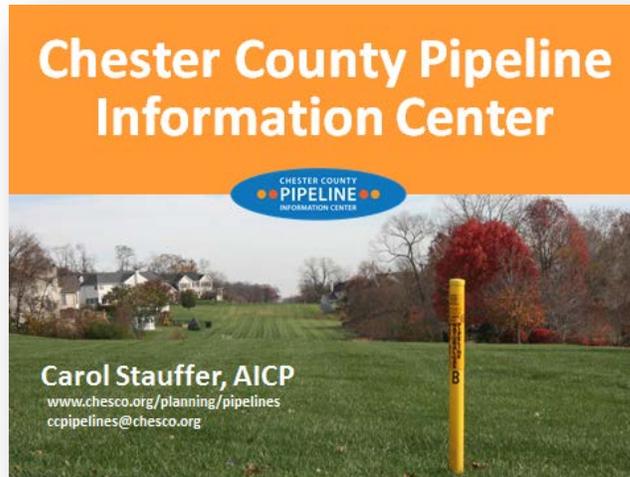
<http://www.chesco.org/DocumentCenter/View/32618>

<p>2. Establish distribution sites/audience – Distribution sites for PIC brochures and other information were established. These sites included county departments, 73 municipal buildings, county libraries, elected officials field offices, and locations at the numerous meetings and presentations described in Task C. (See Task B.4 below for distribution list.)</p>	<p>March 2016 through September 2016 100% complete and on-going.</p>
<p>3. Print (or Purchase) promotional materials – The promotional materials were printed in batches throughout the course of the grant based upon the number of distribution sites and meetings. Additional PIC and CCPC service brochures (featuring a PIC page) were printed at the end of the grant period to cover future needs.</p> <p>The following promotion items were printed for distribution or use at meetings on an on-going basis. \$2,000 was budgeted for printing/promotional materials:</p> <ul style="list-style-type: none"> • Pipeline Information Center Brochure – 4,000 (\$644.50) • PIC Business Cards – 1,150 (\$184.00) • Pipeline Map Posters (8.5x11) – 100 (CCPC covered) • Pipeline Map Posters (11x17) – 50 (CCPC covered) • Large Table Display Poster (mounted) – 1 (\$68.00) • PIC Display Vinyl Banner – 1 (\$47.73) • PIC Magnets and Notepads - 500 (\$205) & 250 (\$161) • Pipeline Landowners Guide - 225 (\$277.50) • CCPC Service Brochures (with PIC) – 300 (\$116.64) • Display Size Pipeline Maps – printed and mounted – 4 (\$103.75) • Miscellaneous (card holders/ table cloth for display) – CCPC covered <p style="text-align: center;">TOTAL: \$1,808.12</p> <p>In addition to providing printed copies directly to municipalities and other groups, PDFs of promotional materials are provided through the PIC website along with the offer to provide additional printed copies if requested.</p>	<p>March/April 2016 and through end of contract 100% complete</p>
<p>4. Distribute promotional materials – The promotional materials were distributed at the venues described in sub-task 2 as well as other sites and meetings throughout the course of the year.</p>	<p>March 2016 through September 2016 100% complete</p>

<p>Brochures were provided to all 73 Chester County municipalities, all federal and state elected officials' offices with constituents in Chester County, the main Chester County library, and 17 branch libraries.</p> <p>Brochures and other promotional materials continue to be provided at meetings as we attend them. These materials are also available at the following public office sites: the CCPC reception area, CC Dept. of Community Development, Western Chester County Chamber of Commerce, CC Government Services Center Lobby, CC Open Space Preservation, CC Veterans' Affairs, Penn State Extension Office, CC Water Resources Authority, CC Municipal Secretary Association, and the PA APA Planning Conference.</p>	
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Task C: Develop a stakeholder and public outreach promotional campaign	Timeframe/Per cent Complete
<p>Under this task, CCPC attended a series of stakeholder meetings and events to provide an overview of pipeline related issues relevant to Chester County, and to provide an overview of the Pipeline Information Center to familiarize users with its features.</p> <p>1. Determine stakeholder groups – A wide range of groups and events were identified for presentations and table displays. Several groups contacted CCPC requesting presentations, and CCPC accommodated all of those requests. A full listing of these groups and events is listed below under Task C.4 and the table at the end of this report. We anticipate continuing with these presentations after the grant is concluded.</p>	<p>February to April 2016 100% complete</p>
<p>2. Develop presentations and displays – A high quality PowerPoint presentation was created for use at the stakeholder meetings. This presentation was further tailored for each presentation to make it as relevant as possible to the audience. Where Wifi was available, after the PowerPoint presentation, a demonstration of the live PIC site was presented. Where wifi was not available, select webpages screenshots were incorporated into the PowerPoint so they could be used in the presentation. A PDF of the base PowerPoint presentation was also made available on the PIC resources page: http://www.landscapes2.org/pipeline/Resources.cfm</p>	<p>February to April 2016 100% complete</p>

PowerPoint Intro Slide:



A table top presentation board and banner were designed and created for meeting displays and select large pipeline maps were printed and professionally mounted. The promotional materials described in Task B were made available at the meetings and at display tables. All PIC promotional materials and the PowerPoint had consistent branding developed by the CCPC Graphics section.

Pipeline Map Used for Display Board:

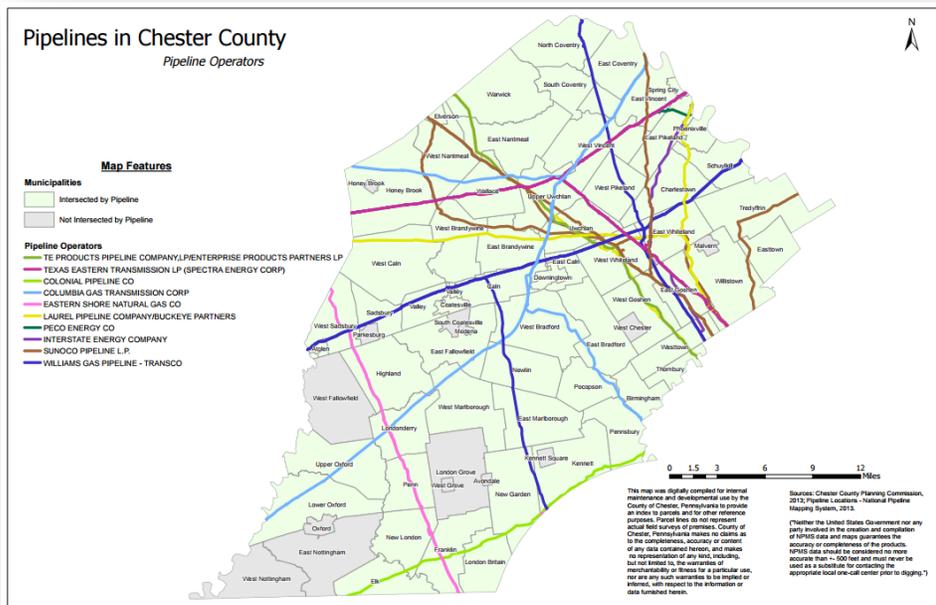
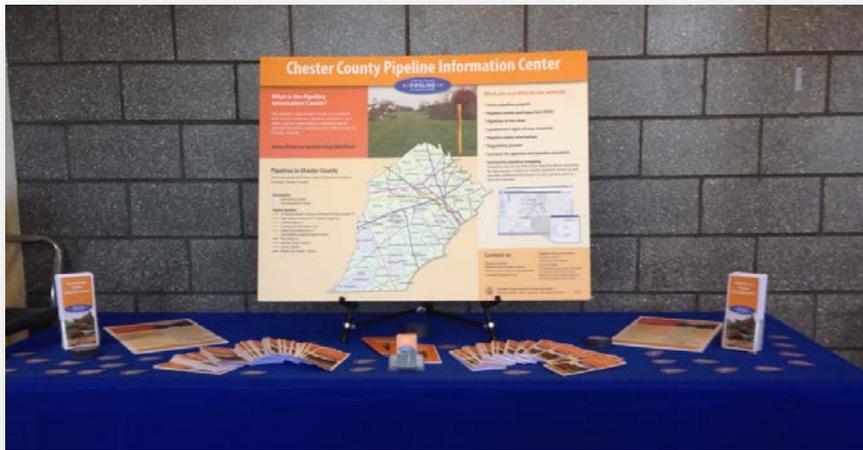


Table Display in Government Services Center Lobby



3. Plan and schedule meetings – A meeting schedule was established early in the year to ensure that CCPC attended the minimum number of proposed regional planning and stakeholder meetings. The schedule was updated during the course of the grant as additional meetings were requested. Please see attached table for a full listing of the meetings attended during the course of the grant.

February - March 2016 and then on-going throughout the grant period.
100% complete

4. Attend meetings – CCPC staff attended numerous meetings, presented the materials, answered questions, and received stakeholder feedback.

March – September 2016
100% complete



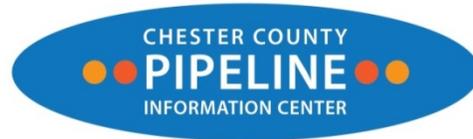
It was anticipated that we would attend a minimum of **six to eight meetings** and other meetings as invited. At final count, CCPC had attended or staffed a display table at least **18 meetings and events**. A full list of meetings attended is provided

<p>at the end of this report. While some meetings did not include formal presentations, the PIC was discussed as well as the County’s role as point of contact and questions answered regarding the numerous pipeline projects in Chester County.</p> <p>Not included in this count are the many calls and emails answered on a regular basis that come through the CCPC in its role as the County’s pipeline point of contact.</p>	
<p>5. Document meeting results – Attendance, input, information provided, and questions at each meeting was documented. The PIC website was used to both advertise meetings and to address issues raised at these meetings. Information gathered from the meetings was used to address gaps in the PIC website or to improve its utility.</p> <p>The following is a sample of typical issues or questions we covered at our meetings and other events:</p> <ul style="list-style-type: none"> • Overview of how to use the website and the type of information provided. • How to find a property on the interactive map (multiple options are available). • Types of pipelines shown and what they mean (transmission, not distribution or gathering) and types of products in the pipelines. • How to find operator contact information and how can I get a response from them on a specific question (we would frequently serve as intermediaries). • Status of various pipeline projects in Chester County. • How the regulatory review process works for various types of pipelines. • How the public input process works. • What the role of the county is in pipeline process. • Which other county agencies are involved in the pipeline review process. • Proposed projects and existing pipelines within a specific region. • What is an HCA and how are they established and what does it mean if my property is located in one? • What activities are permitted in a pipeline right-of-way? Is landscaping permitted? (This was a frequent question from people considering purchasing property with a pipeline easement.) <p>We were able answer these questions as well as direct the person to specific pages on the PIC website for more detailed information. The High Consequence Area information addressed gaps regarding what an HCA is and what it means which had not been previously available.</p>	<p>March – September 2016 100% complete</p>

Task D: Social and New Media	Timeframe/Percent Complete
<p>The purpose of this task was to determine how to best reach potential user groups through a variety of social media outlets. In late 2015, CCPC had begun been working on developing better methods to market its information to the public through social media. We built upon this on-going effort to reach the widest possible audience.</p> <p>1. Identify audiences and the media preferences of user groups – CCPC developed a communications plan early in 2016 which covered major departmental projects including the Pipeline Technical Assistance Grant. The plan identifies four primary audiences (municipal, implementer, policymaker, and general public) and describes key overall messaging, audience outreach, and messaging for each audience. This plan provided a blueprint and specific guidance for our numerous pipeline outreach efforts.</p>	<p>February – March 2016</p> <p>100% complete - adjustments were made as needed during the course of the grant term.</p>
<p>2. Determine the platforms to be used (Facebook, Twitter, etc.) – Based on the identified audiences, CCPC determined the best social media platform to use to reach them. Our primary platforms for social media messaging are Facebook, the CCPC listserve “e-newsletter”, Twitter, LinkedIn, CCPC’s extensive email group lists, and the website. Information is provided through these platforms by CCPC on a weekly or monthly basis, depending on the method (e.g, e-newsletter is monthly, Facebook and Twitter or weekly).</p> <div data-bbox="418 1167 1065 1570" data-label="Image"> </div> <p>At each Monday morning management meeting, a schedule for social media is discussed and current pipeline related items are included on a regular basis. LinkedIn was determined to be the best platform for reaching planning professionals while Facebook reached a wider public audience. Under this task, we also explored the creation of a smartphone app for the PIC but it was determined that the website already functioned well on desk top computers,</p>	<p>March – May 2016 100% complete</p>

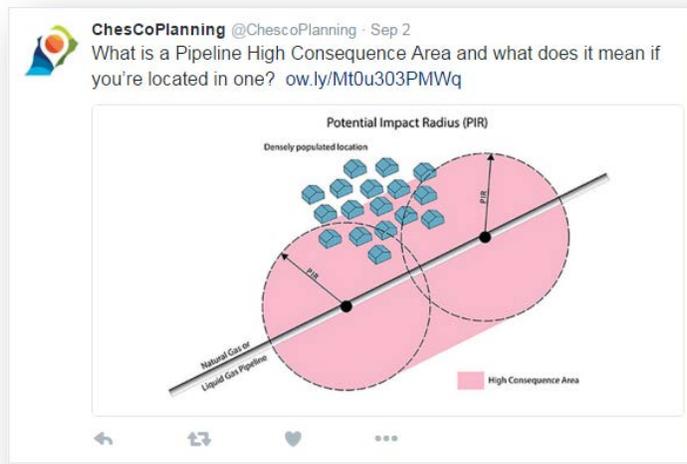
laptops, tablets, and smart phones.

3. **Develop style and content** – The style and content of the PIC message was developed based on the message and the audience to be reached. However, the underlying themes of pipeline safety and information sharing were consistent for all audiences. As part of the development of promotional materials, branding for the pipeline website and related materials was established with a logo and color theme. This theme was used for all pipeline related promotional materials.



March - May 2016
100% complete

4. **Disseminate content** – As noted above, CCPC has established a weekly social media schedule and pipeline related articles are posted on a regular basis. The Facebook messages are typically reformatted and provided on Twitter and LinkedIn if appropriate. The social media posts provide links that take the reader to the relevant section of the PIC website for more information. Facebook and Twitter are also used to announce any pipeline related public meetings. The monthly CCPC eNewsletter also frequently includes a pipeline article or update. Email blasts to specific groups (such municipalities and legislators) are used on an as needed basis.



March – September
2016
100% complete
(this will be an on-
going effort beyond
the contract term)



5. Measure/evaluate resulting outreach – Based on data provided by our webmaster, the social media posts have helped to maintain interest and connection to the Pipeline Information Center website. The greatest number of views on social media generally corresponds to announcements about specific projects, such as the Sunoco Logistics Mariner East 2 project. This translates to a higher number of hits on the PIC website for that time period.

March – September 2016
On-going



The Pipeline Information Center is regularly found to be the most visited webpage on the CCPC website. Therefore, we are confident that our public outreach efforts are working. The Pipeline Information Center section of the website has averaged over 2,260 hits per month over the past year and nearly 55,000 hits over the two year period of the PHMSA grants. In August and September 2016, the last two months of the 2015/2016 grant, the average number of hits on the PIC website was over 3,800 per month.

6. Adjust content and dissemination process – Our plan is to continue providing pipeline information and updates through social media on a regular basis. CCPC’s regular schedule of posts on Facebook, Twitter, and LinkedIn, has increased followers on all social media platforms and given the Pipeline Information Center a wider audience.

June – September 2016
On-going through grant period and beyond.

Based on the success of the website noted above in #5, we believe that, while there is always room for improvement, our overall public outreach strategy is working. We will continue following that path and anticipate maintaining the PIC webpage indefinitely assuming there is a continuing demand for pipeline information.

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Task E: Grant Administration	Timeframe/Percent Complete
<p>This task addresses grant administration requirements under the TAG agreement including:</p> <ul style="list-style-type: none"> • Grant budget tracking • Invoicing • Mid-term Report • Final Report • Financial Reports 	<p>100% complete On-going through contract term (Budget Tracking)</p> <p>April 2016 (Midterm Report, Invoicing)</p> <p>December 2016 (Final Report, Invoicing)</p>

Task F: TAG Agreement - Article IV - Deliverables	Timeframe/Percent Complete
<p>The Recipient must submit the following reports as described in Article X, Reports.</p> <ul style="list-style-type: none"> • Progress Report / Midterm Report; • Federal Financial Status Report; • Final Report; and • Final Financial Report. 	<p>100% complete</p> <p>Submitted April 2016 (Midterm Report)</p> <p>100% complete Submitted December 2016 (Final Reports)</p>
<p>The following deliverables were identified in the scope of work:</p> <ol style="list-style-type: none"> 1. Enhanced Development Review Comments – As described in Task A 2. Promotional Materials – As described in Task B.1 3. Meeting materials, displays, and presentations – As described in Tasks C.2 and C.4 4. Social and New Media Content – As described in Task D 5. Enhancements to PIC – Address information gaps if identified in Task A.3 and in Task C.5, if applicable 	<p>100% complete As indicated per specific task.</p>

Meetings, Events, and Other Public Outreach

	Date	Group	Approximate # of Attendees	Notes
1	2/23/16	Commissioner Kathi Cozzone presented PIC website at Environmental Law Forum in April 2016	30	Digital copies of brochure were provided for distribution at meeting. Copies provided by Commissioners office.
2	2/16/16	Chester County Municipal Managers Consortium	15 (representing municipalities throughout Chester County)	The Director included PIC as part of CCPC presentation. Brochures were distributed. (Weather reduced attendance.)
3	2/17/16	State Senator Andrew Dinniman – Meeting with Constituents regarding Sunoco Mariner East 2 project	100	CCPC staff was introduced by Senator Dinniman who noted the PIC website and Point of Contact availability. PIC Brochures were distributed at meeting and additional brochures were requested by Senator’s office the next day.
4	2/19/16	Chester County Chamber of Business & Industry’s Energy Opportunities Conference	60	Discussed county pipeline issues and activities as part of panel discussion on energy. Brochures were distributed to attendees.
5	2/23/16	East Goshen Supervisors Meeting for Sunoco Mariner East 2 Project	75 to 100	CCPC PIC staff was introduced at meeting. Staff described PIC website and CCPC role in pipelines.
6	2/24/16	Oxford Region Planning Committee	15 (representing 5 municipalities)	Presented PIC PowerPoint and the website at meeting; answered numerous questions. Brochures were distributed.
7	3/10/16	Chester County Association of Township Officials Spring Conference (Reaches a wide audience of municipal officials throughout the county.)	220	Director presented at the opening session and included the PIC in the CCPC presentation. CCPC staffed a large display table with all of PIC promotional items and distributed numerous brochures and landowner guides. The display included a laptop to demonstrate website.
8	3/10/16	Southeastern PA Sierra Club	35	An informal presentation described the PIC website and CCPC role. Brochures were distributed to all attendees and extras left with the Club.
9	3/18/16	Staff members of Chester County Planning Commission, Water Resources Authority, and Dept. of Open Space Preservation	22	Presented the PIC PowerPoint and website to the combined group, answered questions, and distributed brochures.
10	3/22/16	Chester County Municipal Managers and Secretaries email list	73 Chester County municipalities	Digital copies of brochure were distributed to 73 contacts via email with message indicating printed copies are available upon request
11	3/23/16	Chester County Water Resources Authority and Chester County Health Dept	Staff from CCWRA, CCHD, and CCPC	Work session to discuss issues and concerns regarding Sunoco ME2 HD drilling and impacts on wells and septic systems.

12	April 2016	Chester County Library System branches located throughout the County.	Main County Library and 18 branches	Provided brochures to each county library for distribution to patrons (625 total brochures).
13	April 2016	Chester County State and Federal Legislators located throughout County.	18 Legislative Offices	Provided brochures to all legislative offices for distribution to constituents (500 total brochures).
14	4/6/16	Western Chester County Chamber of Commerce's Regional Planning Group	15 attendees representing eight municipalities	Presented PIC PowerPoint and website to the group. Answered questions, and distributed brochures.
15	5/13/16	Williams Transco New York Bay Expansion Meeting	Meeting with six Williams Transco representatives	Transco reps met with CCPC PIC staff to provide updates on the most recent projects. They provided information to share on the PIC website.
16	5/18/16	Chester County Water Resources Authority Board Meeting (www.chesco.org/water)	Nine CCWRA board members plus CCWRA staff	Presented PIC PowerPoint and website and gave an overview of pipeline issues in Chester County. Brochures were distributed to the group.
17	5/24/16	Chester County Municipal Secretaries Association Meeting	23 attendees representing 18 municipalities	Described role of CCPC in pipelines and the Pipeline Information Center. Brochures were distributed.
18	4/18/16	Chester County Water Resources Authority, Health Dept., and Planning Commission meeting with Sunoco Logistics representatives	Nine total including CCWRA, CCHD, and CCPC staff and Sunoco reps.	Follow-up meeting to 3/23/16 discussion was held with Sunoco Logistics, including the project engineer to further discuss WRA and CCHD concerns with potential groundwater contamination.
19	May 2016	County Department Brochure Distribution	Additional brochures distributed to County Depts.	Included: Emergency Services, Health Department, Penn State Extension Office, and Chester County Conservation District.
20	5/25/16	Phoenixville Regional Planning Committee	12 attendees representing five municipalities	Presented PIC PowerPoint and website and gave an overview of pipeline issues in Chester County. Brochures were distributed.
21	6/8/16	East Whiteland Township Supervisors Meeting including Board of Supervisors, Manager, Solicitor, and township residents	Approximately 25 attendees.	Williams Transco attended to provide update on latest projects. CCPC POC introduced by the township manager; PIC website described by POC to residents.
22	7/22/16	Eastern Shore Natural Gas Company Open House	Open House	POC attended open house, provided brochures at FERC table, and discussed project with pipeline operators.
23	8/3/16	CCPC Community Planners Internal Meeting	14 planners attended the session	PIC staff met with all CCPC planners to familiarize them with pipeline related ordinance language and explain how pipeline safety can be addressed in municipal planning documents.
24	8/10/16	Pa DEP Public Hearing for Sunoco Mariner East 2 Project	200+ in attendance	CCPC PIC staff attended meeting to hear public comments on the ME2 project.
25	9/22/16	Chester County Department of Emergency Services Meeting with CCPC	2 DES staff (Deputy Director and Hazmat Coordinator) and 3 CCPC staff	Meeting to enhance coordination between CCPC and DES. CCPC shared information about the PIC and CCPC's involvement with pipeline issues and DES described their role in pipeline emergencies.

26	10/18/16	Pennsylvania Chapter of the American Planning Association (APA-PA) Annual Statewide Conference for planning professionals See page 5 for a complete description of this activity.	385 planners attended conference and 26 planners attended pipeline session.	Presentation was entitled "Under Pressure – Pipelines and People: How to get the information you need to understand and manage pipelines." Attendees showed great interest in the website and numerous questions were answered by the presenters. PIC brochures were distributed to attendees.
27	10/18/16	Pennsylvania Chapter of the American Planning Association (APA-PA) Awards Luncheon	200-250 attended the awards luncheon.	CCPC received the Planning Excellence Award for Public Outreach for the Pipeline Information Center Initiative. The award was accepted by County Commissioner Cozzone and POC staff.
28	Monthly	Chester County Planning Commission Board meetings	9 board members plus CCPC staff and any public attendees	POC presents monthly pipeline updates at CCPC Monthly Board meetings.
29	On-Going	APA PA Shale Energy Committee meetings and conference calls	33 members representing 6 regional sections of APA-PA.	CCPC Pipeline POC is a member of this state-wide committee of planning professionals. In this role, POC provides input on shale energy and related pipeline issues.
30	On-going	Sunoco Update Meetings/Phone updates	Sunoco Logistics Community Relations Rep.	Coordinate on as needed basis to receive updates on Mariner East 2 project.
31	On-going	Chester County Planning Commission Office Reception Area and front lobby of County Government Services Center building	Approximately 10 to 15 visitors per week to CCPC	Brochures and other pipeline information are available at the front desk and in the reception area and in the GSC lobby.
32	On-going	Digital Copies of all promotional Materials are available on the PIC website		http://www.landscapes2.org/pipeline/Resources.cfm