

**Honey Brook Township Planning Commission
Regular Meeting Minutes**

January 23, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, January 23, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:05 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Alex Rahn and Greg Frederick; Michael Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present.

Absent: None

Guests: Honey Brook Borough Planning Commissioners, Honey Brook Borough engineer Christopher Falencki

Minutes

With no additions or corrections, a motion to approve the December 19, 2013, Planning Commission meeting minutes was made by Greg Frederick, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

**1. Landchester Properties - HB Community Church Expansion
Joint Discussion with Honey Brook Borough Planning Commission**

November 8, 2013 Sketch Plan Submission

December 24, 2013 - Preliminary Plan Submission

January 16, 2014 - HB Borough Review Letter #1

January 17, 2014 - TEI Review Letter #1

Randy Hoover, P.E., Team Ag and the applicant, John King, were present for this preliminary plan discussion. Christopher Falencki, P.E. referred to the Weiser Engineering Consultants letter dated January 16, 2014, and highlighted the following zoning issues:

- Question of whether zoning relief must be sought from Borough again because applicant has increased the square footage of the proposed new building from 9000 sf to 13,611 sf. Special exception was approved for 9000 sf building.

- Question of whether landscaping islands and plantings in the parking area required zoning relief as well. Mr. Hoover indicated that some landscaping islands were proposed. Mike Reinert suggested that since the majority of the parking for the project was within the Borough, that the applicant could follow Borough guidelines and request partial relief from the Township as it is a SALDO issue. Mr. McEwen agreed with the suggestion and the applicant will pursue this route.

There was some discussion around the ball fields. Joe Fenstermacher indicated that the Twin Valley Little League (TVLL) currently uses the fields and should be consulted about the proposed changes. Mr. King responded that they have been contacted and are aware of the construction affecting their field; and that the orientation of the field will change but still allow the 300 foot outfield. The previous owners had a recreational easement with the Township; Mr. Fenstermacher will check with Township administration to confirm this. The current applicant will need to redefine the easement as part of this project. It was recommended to confer with the TVLL to ensure they are satisfied with the proposed changes earlier rather than later in the process.

It was mentioned that the sidewalk apron on the Borough side needs work, and will the entrances to the residences be changed with regard to handicapped access? The Borough needs more clarification on the sidewalks and curbing existing and whether they require repair or modification.

There was discussion about the use of the buildings and Mr. King responded that they would have movable chairs to accommodate banquets or special events. They are anticipating one service on Sunday; no other days or times planning at this point. A fire drill has been done about a month ago.

In response to a question about lighting, Mr. Hoover responded that they are considering downward LED lighting, and street lighting that would be consistent with the Borough streetscape.

In response to the TEI review letter, Mr. Hoover mentioned that a phased plan may be used. Mike Reinert responded that any phased plan must be individually approved following preliminary plan and must be proposed to stand alone as its own project assuming future phases may not occur. All

improvements for the phase as well as financial security for the phase will be maintained until completion of that phase.

The stormwater plan has been reviewed and will be discussed further with DEP. A meeting is planned for next week between DEP and the applicant for an individual permit. Comments have been provided in advance of this meeting by the Township Engineer.

The applicant will address the review comments by both municipalities and resubmit a revised plan for review at a later meeting. No further action was taken.

2. Faulkner Tract

March 19, 2013 - Sketch Plan Submission

December 31, 2013 - Preliminary/Final Plan Submission

December 31, 2013 - Component 4A sewage planning module

January 17, 2014 - TEI Review Letter #1

Vic Kelly, Commonwealth Engineers, was present for the applicants. The proposed plan would subdivide 50 acres into four separate ten acre (approximately) lots. Three of the lots already have buyers with an agreement of sale with each considering single family dwelling construction and rural occupations for each property for woodworking and carpentry. No active farming is planned.

Mike Reinert referenced the TEI letter dated January 17, 2014. Several waivers are requested from the SALDO specifically from the installation of the private street improvement requirements. A request to proceed with a combined Preliminary and Final Plan submission has also been received. Deferral of a number of approvals, including NPDES permit, E&S control, stormwater management and individual lot improvements has also been requested.

Mike Reinert stated from the Township's standpoint, the installation of the private street is required in order to create the lots in the subdivision, and the additional impervious must be controlled with a stormwater management design. None of these improvements are proposed on the submitted plan and have been requested to be deferred to the lot owners at time of building permit application. Mr. Reinert expressed his concern with the requested procedure and recommended the design and improvements

for each are installed with this subdivision plan; not deferred to the future owners.

Mr. Kelly responded that escrow could be posted for the road and the stormwater plan would be associated with the improvements. However, the actual design and improvements would be done after the subdivision is approved. The owner prefers to record the subdivision, sell the lots and defer the improvements to the future lot owners. There is an agreement of sale in place for three of the lots with the owner.

Mr. Reinert reiterated his concern with deferring the common improvements of the installation of the private street and associated stormwater management for the street. A number of PC members shared the concern and it was suggested Mr. Kelly discuss this issue further with the owner before any further action is taken.

3. Cedar Craft - Benjamin Kauffman

December 16, 2013 - Copy of Land Development Plan submitted to West Caln Township received

December 30, 2013 - Letter from TEI to applicant regarding need for plan deferral request

January 13, 2014 - Land Development Waiver Request

January 16, 2014 - TEI Memo to PC re Waiver Request

Vic Kelly, Commonwealth Engineers, was present for the applicants. Mr. Kelly explained that this was a project located primarily in West Caln Township with a small portion of the tract within Honey Brook. The applicant is requesting a deferral of land development review to West Caln Township since all of the proposed project development is within West Caln Township. Mike Reinert referenced the TEI memo dated January 16, 2014, stating that the project site does drain into the Township, however with some additional recommendations would address his concerns. The recommendations are identified in the memo to ensure no impact to Honey Brook.

A motion to approve the request for deferral of land development review to West Caln Township provided the applicant complies with the recommendations in the TEI memo of January 16, 2014 was made by Gary McEwen, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

1. January 15, 2014 - Swampy Hollow Manufacturing New Variance Application

Vic Kelly, Commonwealth Engineers, was present for the applicant. The property is located on Maple Street, north of the Borough, in the agricultural district. The applicant is seeking relief from three sections of the Zoning Ordinance for total size of principal rural occupation building, total land area encompassed by the rural occupation, and parking in front of the rural occupation building.

Previous Zoning Hearing Board application was denied in 2013. There was discussion around the square footage increase, parking in front vs. behind the building, and screening buffer in front. Mike Reinert explained that the current plan has maxed out the current zoning requirements. He suggested if the Township viewed favorably on the application, a condition of submitting a land development plan should be considered. Mr. Kelly stated he would be agreeable to that suggestion.

A question about the definition of a rural occupation was raised, which was clarified as being accessory to an agricultural use. Dick Reeder asked whether the zoning could be changed to industrial to accommodate the size of the project. Mike Reinert responded that was possible if the Township decided to proceed in that fashion, however it would result in a more lengthy process than a zoning variance application. In addition, the concern of spot zoning may open the issue up for challenge in the future.

A motion to support the variance(s) requested to the Board of Supervisors with the condition that the applicant submits a land development plan for the project was made by Gary McEwen, seconded by Alex Rahn. 4 in favor, 1 opposed (Frederick). The motion carried.

Pending Ordinances

1) On-Lot Sewage Management Ordinance

Discussion continued around the draft ordinance development. A question was raised regarding the goal for the meeting on January 30 with

Department of Environmental Protection (DEP). There is still some clarification needed as to who will provide enforcement if the ordinance is adopted. Joe Fenstermacher suggested tabling further development of the draft until feedback from the meeting with DEP, and confirming the Township's jurisdiction and enforcement role. Mike Reinert explained that DEP has already outlined the minimum standards required in Act 537 and has reviewed our draft document with no further comment. In addition, the supervisor of the Chester County Health Department also reviewed the draft and provided comments. Mr. Reinert will forward the comments to the PC in the near future.

Further consideration of the On-Lot Sewage Management Ordinance will take place after the meeting with DEP on January 30, 2014 at 10:30 am at the Township building.

Other Business

None

Correspondence of Interest:

None

Future Meetings - All dates subject to change

February 12th - Regular Board of Supervisors Meeting (7:00 pm)

February 13th - Planning Commission Workshop (7:00 pm)

February 20th - Parks & Recreation Meeting (7:00 pm)

February 27th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn the meeting was made by Susan Lacy, seconded by Leslie Siebert. All in favor. None opposed. The motion carried. The meeting adjourned at 9:50 PM.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

Honey Brook Township Planning Commission
Regular Meeting Minutes
February 27, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, February 27, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:05 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, and Greg Frederick; Michael Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present.

Absent: Alex Rahn

Reorganization

As required by the MPC, the Planning Commission is required to reorganize annually to reestablish their official positions. A motion to elect Susan Lacy as Chairperson of the Planning Commission was made by Joe Fenstermacher, seconded by Greg Frederick. All in favor. None opposed. The motion carried.

A motion to elect Gary McEwen as Vice Chairperson of the Planning Commission was made by Greg Frederick, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried.

A motion to elect Leslie Siebert as Secretary of the Planning Commission was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Minutes

With no additions or corrections, a motion to approve the January 23, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Maureen Miller

December 3, 2013 - Final Plan Submission (lot line change)

December 12, 2013 - TEI Review Letter #1

February 4, 2014 - Final Plan Resubmission

February 19, 2014 - TEI Review Letter #2

February 24, 2014 - Extension Request to May 30, 2014

The applicants were not present. Mike Reinert explained that a request for time extension was received in order to correct and resubmit the Final Plan.

A motion to approve the extension request to May 30, 2014 was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

2. Pleasantview Welding:

January 15, 2013 - Sketch Plan Submission

August 9, 2013 - Minor Land Development Plan Submission

August 20, 2013 - TEI Review Letter #1
February 17, 2014 - Extension Request to June 30, 2014

The applicants were not present. Mike Reinert explained that a request for time extension was received to provide additional time to address the issues in the Minor Land Development Plan. A motion to approve the extension request to June 30, 2014 was made by Gary McEwen, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried.

3. Honey Brook Community Church:
Joint Discussion with Honey Brook Borough Planning Commission
February 17, 2014 - Extension Request to July 22, 2014

The applicants were not present. Mike Reinert explained that a request for time extension was received to provide additional time to address the issues with the Borough Zoning Hearing Board. A motion to approve the extension request to July 22, 2014 was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

4. Faulkner Tract

The applicants were not present. Mike Reinert explained that he completed the Component 4a for the sewage planning module for this subdivision, which is a consistency review typically performed by TEI on behalf of the Planning Commission. A motion to authorize the Chair to sign off on the Component 4a planning module was made by Gary McEwen, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

1) Stormwater Management Ordinance (County Wide Act 167) & Memo

Related Zoning Ordinance Amendments
Related SALDO Amendments
Related Stand-alone Prohibitions Ordinance

In reference to TEI's February 20, 2014 memo, the Township must take action on several amendments to the existing stormwater management ordinance to comply with the County-wide Act 167 plan recently adopted by the County and approved by PADEP. These amendments would bring the Townships' ordinances into compliance with the County-wide Act 167 plan and the PADEP mandate.

Discussion followed including questions and comments by Gary McEwen. Mike Reinert provided explanations on the process and noted he would research whether any other changes could be made based on the comments presented. Mike Reinert explained that these amendments have been hashed out for about five years in workshop meetings and through an advisory panel as part of a County-wide effort. Honey Brook Township was represented at these workshops.

A motion to recommend to the Board to approve the Chapter 20 amendments, Zoning

Ordinance Amendments, SALDO Amendments, & Stand-alone Prohibitions Ordinance was made by Joe Fenstermacher, seconded by Greg Frederick. All in favor. None opposed. The motion carried.

2) On-Lot Sewage Management Ordinance

Discussion continued around the draft ordinance development. A review of the meeting on January 30 with Department of Environmental Protection (DEP) was offered by those members who attended the meeting. Supervisor Joe Fenstermacher again suggested tabling further development of the draft ordinance given the input from the PADEP at the meeting. Mike Reinert agreed and stated that his understanding at the meeting was the Township merely needed to develop an educational program and provide information to the public. Options include information through the Township newsletter, mailers, website, Tri-County Record, and links to Penn State data. John McHugh offered that Toni and Kristy are responsible for content on the website. Based on the DEP meeting, the Township has a 3 - 5 year window before an ordinance would need to be adopted.

In summary, Mike Reinert stated that he would provide the informational content to Toni for the above communication portals, and further draft ordinance development will be tabled at this time until initiated again by the Supervisors.

3) Property Maintenance Ordinance

Action on this item had previously been tabled due to the action on #2. Discussion followed which included resurrecting this item to the PC workshop agenda or the PC meetings.

Members were asked to review the International Property Maintenance Code (IPMC) and the sample ordinances from similar Townships that TEI had previously provided. Mike will resend these items to those who request it, and to Supervisor Fenstermacher.

It was decided that rather than add this item to the workshop agendas, which are focusing on the Comp Plan Update, it will be added to the regular PC meeting agenda in March.

4) Draft Ordinance for Accessory Apartments in the A and RC Districts

Members were given a copy of a draft ordinance permitting accessory apartments in the A and RC districts and setting standards, drafted by Solicitor John Good. Joe Fenstermacher explained that this was initiated by the Supervisors in response to existing residences in the Township.

Discussion followed after a brief review, and a question raised as to the rationale for only targeting the A and RC districts, and not making it Township-wide. Members requested more time to review before making a recommendation on this item.

A motion to have Mike Reinert review the draft ordinance for accessory apartments in the A and RC districts and provide input from a planning perspective was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Other Business

New PC Members - Recommendations

Members were provided a short letter from Township resident Troy Stacey, Gooseberry Lane, requesting consideration for membership on the Planning Commission. The applicant was not present.

Additionally, Township resident Ryan Olsen was present for consideration of membership on the Planning Commission and provided a brief overview of his qualifications.

Supervisor and Member Joe Fenstermacher requested that Mr. Olsen provide a copy of his resume and written qualifications to the Board for consideration at the next Board of Supervisors meeting on March 12, 2014.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

March 12th - Regular Board of Supervisors Meeting (7:00 pm)

March 13th - Planning Commission Workshop (7:00 pm)

March 18th - Land Preservation Committee (6:30 pm)

March 20th - Parks & Recreation Meeting (7:00 pm)

March 27th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn the meeting was made by Joe Fenstermacher, seconded by Greg Frederick. All in favor. None opposed. The motion carried. The meeting adjourned at 9:00 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

Honey Brook Township Planning Commission
Regular Meeting Minutes
March 27, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, March 27, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:05 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Greg Frederick, Alex Rahn, Troy Stacy; Michael Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present.

The Planning Commission is joined by new member Troy Stacy, who was appointed by the Supervisors at the March regular meeting.

Minutes

With no additions or corrections, a motion to approve the February 27, 2014, Planning Commission meeting minutes was made by Alex Rahn, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Poplar Realty (Tabas Tract)

March 4, 2014 - Preliminary Plan Resubmission

March 20, 2014 - TEI Review Letter #3

Jon Tressler, P.E. of Boucher James was present on behalf of the applicant, Poplar Realty, whose principals were present as well. Mr. Tressler referenced previous discussions with the Township and provided a brief overview for everyone based on the turnover of the PC since the project began.

Mr. Tresslar wished to discuss the TEI review letter dated March 20, 2014. Some discussion occurred regarding the Class 1 woodlands along the northern boundary and western part of the site. Mr. Tressler explained that they have consulted with TEI and the Brandywine Conservancy, who have

walked the site and marked trees. There is a proposal to prepare a timber harvest and reforestation plan.

Mr. Fenstermacher asked whether transferable development rights (TDR's) apply for this project, which was affirmed by Mike Reinert to achieve the density proposed. Mr. Tressler confirmed that there is a contract in place purchasing the TDR's.

Referring to item 3a on page 4 regarding wetlands; Mr. Tressler stated that the site was surveyed in 2000. The applicants are asking for a waiver since they are not disturbing wetlands; the only disturbance is in the area of the sanitary line crossing, which requires a general permit from PADEP. Mike Reinert reminded members that the zoning ordinance requires a buffer around wetlands. Mr. Tressler agreed to provide the previous wetland study to TEI for review as an alternative.

Referring to item 3b on page 4 regarding trees; a waiver is requested for identifying each tree. Susan Lacy asked whether infestation has been considered and risks in replanting the same species. Mr. Tressler responded that they have consulted with a landscape architect, not a forester, and would be able to provide the report and recommendations to Susan Lacy for review.

The applicants are requesting a waiver from the requirement of road widening and curbing along the fronting roadways of the subject tract. Mike Reinert noted that the traffic consultant and Township Roadmaster recommended that Grieson Road be widened with drainage improvements and shoulder improvements be made on Chestnut Tree Road. He would agree with the traffic engineer's recommendations per their letter of November 21, 2013.

Mr. Tressler referred to the trail improvements and open space suggestions by the Brandywine Conservancy. The trail would be open to Township residents, with the idea that the Township would take it over at some point for maintenance. The athletic fields and tot lot/playground would not, they would remain the homeowners responsibility via an association, which would be phased in by the builders.

Mr. Tressler is requesting a waiver for level bottoms in the infiltration beds. Mike Reinert stated that the proposal would be consistent with the

proposed amendments to the Township's stormwater ordinance.

After considerable discussion regarding the pros and cons of the modification requests, the following recommendations were made:

A motion to recommend approval of the partial Request for Modification SALDO Section 22-502.D(1)(b)(3) provided the applicant forwards a copy of the previous wetland delineation to the Township Engineer was made by Gary McEwen, seconded by Alex Rahn. All in favor. None opposed. The motion carried.

A motion to recommend approval of the partial Request for Modification SALDO Section 22-502.D(1)(d) provided the applicant forwards the reports from the professional landscape architect to the Township and implements any associated recommendations from the Brandywine Conservancy was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

A motion to recommend approval of the partial Request for Modification SALDO Section 22-607.1 & 22-607.2 to follow the recommendations noted in the Rettew letter from John Schick dated November 21, 2013 for road improvements along Grieson & Chestnut Tree Roads with no improvements required along Cupola Road was made by Joe Fenstermacher, seconded by Alex Rahn. Six in favor, one opposed (Siebert). The motion carried.

A motion to recommend approval of the Request for Modification SALDO Section 22-619 was made by Gary McEwen, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried.

A motion to recommend approval of the Request for Modification SALDO Section 22-625.5 and follow the recommendations of the Brandywine Conservancy pertaining to open space and recreational facilities was made by Joe Fenstermacher, seconded by Alex Rahn. All in favor. None opposed. The motion carried.

A motion to recommend approval of the Request for Modification SALDO Section 22-627.7.A(1) was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

A motion to recommend conditional preliminary plan approval based on the applicant receiving approval of the modifications requested and compliance with the comments in the Township Engineer's review letter dated March 20, 2014 was made by Gary McEwen, seconded by Joe Fenstermacher, all in favor, motion carried.

2. Ricmar Land Development Sketch Plan

March 11, 2014 - Sketch Plan (Review Requested) Submission

March 25, 2013 - TEI Zoning Review Letter

Allan Zimmerman, P.E. of Commonwealth Engineers, was present for the applicant. Richard Hoover of Hoover Building Specialists, LLC presented a history of the project and their desires for this project. Honey Brook Hardware approached them about a new building on lot #1 of their recent subdivision plan, which is zoned Industrial. The proposal consists of a demolition of the existing office and shop building and construction of a new facility. The building will be combination of retail shopping, storage and warehouse space. The proposal will further address parking, access/circulation, stormwater, sanitary sewer and public water.

Mike Reinert explained that the applicant needs a conditional use approval for the proposed plan since it exceeds 25,000 square feet of retail use. There was discussion around the planned parking areas for 195 spaces. Mr. Fenstermacher stated that he would like to see covered parking space for the horse and buggy transportation. Mike Reinert offered that it is not in the current ordinance that horse parking is required, but agreed it was a valid planning comment. Members responded they would also like to see this and the applicant was in agreement with this recommendation.

Mr. Zimmerman explained that there would be a setback requirement from the residential area to the east, which would provide a buffer between the two uses. There is a pond, wetland and floodplain on the adjacent lot (lot #2).

Mike Reinert stated that this sketch plan was informal discussion only and no action was required at this time. The applicant had requested a zoning review from the Township Engineer to determine any necessary relief from the proposed plan prior to proceeding with formal applications.

3. Zook Welding Land Development

March 13, 2014 – Non-Building Declaration & Planning Waiver

There was no one present for the applicant. Mike Reinert explained that the action needed at this time was authorization for the PC Chair to sign the planning waiver and non-building declaration to address sewage planning for the land development plan. This plan was conditionally approved by the Township previously.

A motion to have the Planning Commission Chair sign the planning waiver was made by Gary McEwen, seconded by Alex Rahn. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

Cambridge Mennonite Church - Conditional Use (TEI Letter 2/28/14)

Chris Della Penna, P.E., Della Penna Engineering, Inc., was present for the applicant. The applicant is requesting to build an addition to an existing church building for classrooms. Representatives for the church were also present and indicated that there were no further plans to expand the church, only Sunday School rooms and area for vacation bible school.

Referring to the February 28, 2014 TEI letter, the Conditional Use hearing is scheduled for April 9, 2014 with the Township Board of Supervisors. Mike Reinert stated that this is a lot consolidation plan however falls about 1/3 of an acre short of the 2 acre minimum by ordinance. He also noted that this proposal will need to obtain land development approval from the Township. As for the zoning portion of the plan, the PC had no further issues for discussion at this time.

A motion to recommend conditional use approval to the Board of Supervisors was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Pending Ordinances

1) Property Maintenance Ordinance

Action on this item had previously been tabled due to the commencement of the Comprehensive Plan Update. Members were asked to review the International Property Maintenance Code (IPMC) and the sample ordinances from similar Townships that Mike Reinert had previously provided. Mr. Reinert further explained that under the current ordinance, TEI has been conducting annual inspections of mobile home parks in the Township for over ten years. Due to limitations in the ordinance, some of the violations observed during the inspections cannot be cited, therefore it was recommended the Township should consider additional regulations to address those shortfalls. Last month it was decided that this item would be added to the March PC meeting agenda.

Mr. Fenstermacher requested that this item be taken off the agenda as he is waiting supplemental information from the Township Solicitor as to whether the ordinance could apply exclusively to rental properties and mobile home parks. He also proposed that the Township have a joint meeting with the Borough to discuss this topic since there is some overlap.

Susan Lacy will contact Brandywine Conservancy to see if the comp plan discussion can be delayed in order to discuss this topic at the May workshop meeting.

2) Draft Ordinance for Accessory Apartments

Mr. Fenstermacher stated that in light of the other issues on the agenda, this item can be tabled for now and revisit at a later time.

3) Rural Occupation Draft Ordinance Amendments

Mr. Fenstermacher stated that in light of the other issues on the agenda, this item can be tabled for now and revisit at a later time.

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

April 9th - Regular Board of Supervisors Meeting (7:00 pm)

April 10th - Planning Commission Workshop (7:00 pm)

April 17th - Parks & Recreation Meeting (7:00 pm)

April 24th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn the meeting was made by Gary McEwen, seconded by Alex Rahn. All in favor. None opposed. The motion carried. The meeting adjourned at 9:42 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Approved Minutes**

April 24, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, April 24, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:05 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Greg Frederick, Troy Stacy. Alex Rahn was absent. Michael Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present.

Minutes

With no additions or corrections, a motion to approve the March 27, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Faulkner Tract

March 4, 2014 - Preliminary Plan Resubmission

March 20, 2014 - TEI Review Letter #3

Victor Kelly, Jr., P.E., Commonwealth Engineers, was present for the applicant. Mr. Kelly referred to the Township Engineer's review letter dated April 11, 2014. He also referred to the revised consideration of Waiver Requests letter dated April 24, 2014, mostly related to the private street construction.

Mr. Kelly requested input from the Commissioners on the presence of sidewalks. With ten acre lots, there are no neighborhoods planned. There was a general consensus of the PC that sidewalks would not be required.

There was discussion on landscaping. A waiver is requested for minor subdivision, and landscaping is discretionary if the waiver is granted. The intent of the development is to maintain the existing trees to satisfy the landscaping requirements.

Mr. Reinert explained that most of the review letter refers to the waiver requests. There was limited discussion on most of the waiver requests listed in the letter, except for 22-613.6.A. Relief was requested for the construction of a gravel private street, instead of paving. Lot #1 will maintain ownership and maintenance of the roadway. The pros and cons of paving vs. gravel were discussed, including Mr. Reinert's explanation that the paving standard for private streets is the same as public streets under the current ordinance. Mr. Reinert recommended paving of the private street to assist in the stability of the roadway, maintaining the integrity of the stormwater management facilities and reducing the potential of erosion and sediment damage. Noting that this is a private street, for use by the families and a rural occupation, several options were suggested, including types and depths of gravel and less stringent paving cross sections such as airport mix. The owner representative reminded members that the traffic is primarily horse traffic and a major delivery truck may enter once a month.

Mr. Kelly said that a 6 inch base of 3-A modified stone, with 4 inch top of smaller stone or airport mix would be acceptable.

With further discussion on paving aside, a motion to recommend granting the waiver requests as listed in the April 11, 2014 TEI memo, EXCEPT for the paving request under Section 613, was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Discussion on paving continued and Mr. Fenstermacher questioned whether the Township has ever previously granted a waiver on the private street paving standards. Mr. Reinert responded that in other municipalities he serves, they have allowed a lesser paving standard on private streets. This is the first private street proposed since the Knob Hill streets were dedicated. Under that development, the initial plan approval was for private streets, then a subsequent Board decided to take dedication of the street system, which used a lesser paving standard than what was required for a public street. An amendment was passed in 2010 addressing this situation by requiring the same cross section for both public and private streets.

With no further discussion, a motion to recommend granting a partial waiver request from 22-613.6.A for the applicant to use a private street cross section of 6 inch (minimum) 3-A modified stone base with a 2-1/2 inch (minimum) compacted thickness of ID-3 paving (airport mix) was made by Joe Fenstermacher, seconded by Greg Frederick. All in favor. None opposed. The motion carried.

A motion to recommend to the Board of Supervisors that conditional approval of this final plan based on satisfying the Technicon review letter of April 11, 2014 and approval of the waivers as recommended was made by Gary McEwen, seconded by Greg Frederick. All in favor. None opposed. The motion carried.

2. Stolfzus MFG-IP LLC (176 Westbrook Drive, King's Table Expansion)

March 31, 2014 - Final Minor Land Development Plan Submission

April 15, 2014 - TEI Review letter #1

Vic Kelly, Commonwealth Engineers, was present for the applicant. He referred to the TEI letter dated April 15, 2014. The applicants are expecting to comply with the comments in the letter and submit a revised plan for review at a future meeting.

Mr. McEwen asked about storm water. Mr. Kelly responded that there are issues with infiltration but they are working these out with the Chester County Conservation District with a submitted plan and are awaiting their comments. Mr. McEwen stated that the landscaping plantings will need to comply with NPDES and Township ordinances. Mr. Kelly said the lot has wetlands and woodlands already and additional plantings will be proposed in the stormwater areas.

Mr. Reinert suggested some additional screening along the northern property boundary. The applicant will revise and update the submission and revisit at a later time.

3. Maureen Miller

April 17, 2014 - Extension Request

There was no one present for the applicant. Mr. Reinert referred to an extension of time request from Mesko Engineering Associates, Inc. dated April 17, 2014 for the review of this plan under the MPC.

A motion to recommend to the Board of Supervisors to approve the extension of time request for the review and action of the Maureen Miller plan to June 30, 2014, was made by Gary McEwen, seconded by Greg Frederick. All in favor, one abstain (Mr. Fenstermacher). The motion carried.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

1) Property Maintenance Ordinance

A draft of this ordinance is forthcoming based on conversations held at the workshop meeting on April 10th. John Good, Township Solicitor, is working on the draft of the ordinance with Mr. Reinert's office. It should be prepared for review and discussion at next month's meeting. The matter was tabled until that time.

2) Inspection and Certification of Sanitary Sewer Line Ordinance

A copy of this draft ordinance was provided from the Sewer Authority Solicitor for review and comment by the Township. Mr. McEwen had several questions in reference to the draft document.

Upon closer review, it was noted by several members that there were some sections missing from the document. Mr. Fenstermacher attempted to contact Toni Antonini during the meeting to clarify the omissions.

A motion to table this document review until the complete draft document is made available was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

3) Recycling Ordinance

Mr. Reinert explained that Toni Antonini has been working with the Department of Environmental Protection (DEP) on this ordinance draft, which is mandated by DEP. Members were asked to review and comment. Mr. Fenstermacher suggested that West Brandywine's Ordinance be utilized as a model, and he offered to rewrite Honey Brook Township's draft using it as a guideline for the next meeting.

There was consensus on this suggestion and members will await an update on the document.

Other Business

None

Correspondence of Interest:

Mr. Fenstermacher asked whether there were any volunteers who could attend the April 29, 2014 Brandywine Creek Greenway Draft Strategic Action Plan workshop at the Downingtown

Country Club. Please let Toni know.

Upcoming Meetings - All dates subject to change

May 8th - Planning Commission Workshop (7:00 pm)

May 14th - Regular Board of Supervisors Meeting (7:00 pm)

May 15th - Parks & Recreation Meeting (7:00 pm)

May 20th - Land Preservation Committee Meeting (6:30 pm)

May 22th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn the meeting was made by Gary McEwen, seconded by Greg Frederick . All in favor. None opposed. The motion carried. The meeting adjourned at 8:48 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

Honey Brook Township Planning Commission
Regular Meeting Minutes
May 22, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, May 22, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:05 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Troy Stacy; Michael Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present as was Township Administrator Toni Antonini.

Absent: Greg Frederick, Alex Rahn

Minutes

With no additions or corrections, a motion to approve the April 24, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Pleasantview Welding

August 9, 2013 - Minor Land Development Plan Submission

August 20, 2013 - TEI Review Letter #1

February 17, 2014 - Extension Request to June 30, 2014

May 15, 2014 - Extension Request to August 31, 2014

A motion to recommend approval of the extension request for Pleasantview Welding to August 31, 2014, was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

Ricmar Real Estate/Leon King - Lot 2 Ricmar Subdivision, Use Variance for Single Family Dwelling

Mr. Reinert explained that the applicant wishes to develop an existing vacant lot in the Industrial zoning district with a residential use. This use is not permitted in the Industrial district and requires a variance. Mr. Reinert also noted that there is a setback requirement for a residential use from an industrial use. The proposed land development on the property to the west would encroach within this setback. There are a number of environmental constraints on this property. Vic Kelly of Commonwealth Engineers is working on the plan however was not present for this meeting. The owner, Leon King was present and explained his intentions to build a house and barn on the property.

A motion to recommend support of the variance for Ricmar Real Estate was made by Joe Fenstermacher, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

Pending Ordinances

1) Property Maintenance Ordinance/Rental Unit Ordinance/Mobile Home Park Ordinance Amendment

This topic was discussed at the workshop meeting in May 2014. Action on this item had been tabled until Mr. Reinert and Mr. Good, the Township Solicitor, discussed and resubmitted a draft Property Maintenance Ordinance pertaining to mobile home parks and rental units exclusively for review by the Planning Commission. In addition, Mr. Reinert provided a draft ordinance amendment to the existing mobile home park ordinance and a draft rental unit ordinance for review and discussion.

Mr. Reinert provided an overview of the documents, noting that per the workshop discussion, the property maintenance ordinance was drafted in the mindset of only addressing life, safety and welfare components. Regarding the mobile home park ordinance, Mr. Good inserted language to reference inclusion of the property maintenance ordinance and to address infiltration issues as a result of a request from the Sewer Authority. Finally, a draft rental unit ordinance was presented that reflects similar requirements utilized in another municipality served by the Township Engineer. It is based on an annual inspection of rental properties consistent with the Property Maintenance Code. Mr. Reinert stated he was open to any suggestions or comments regarding any of the documents.

Mr. Fenstermacher brought up that the term “mobile home” has not existed in any code since 2006, based on a week’s training that he attended in Harrisburg. It is now called “manufactured housing, industrial housing, or work force housing.” Mr. Fenstermacher recommends removing this term from the draft ordinance.

Mr. McEwen had some concerns about the scope of the ordinance, whether it applied to the whole Township or just mobile homes and rentals. Mr. Reinert clarified that the proposed draft ordinance he produced is for mobile home parks and rentals, specifically based off of feedback at the last workshop meeting in May.

There was ongoing discussion regarding the Property Maintenance Ordinance and its target group - whether it applies to rentals and/or property owners. In summary, Mr. Reinert will research the “mobile home” park draft ordinance and if necessary amend it to be in compliance with current terminology. He will also review and revise the Property Maintenance Ordinance in reference to manufactured housing only.

2) Recycling Ordinance

Mr. Reinert explained that Toni Antonini has been working with the Department of Environmental Protection (DEP) on this item, which is mandated by DEP for all Pennsylvania municipalities. Kate Ferry from the DEP was present to answer any questions from the group. She drafted the ordinance that we have before us.

Ms. Ferry explained that Act 101 is State law and we must adopt an ordinance to address the minimum requirements of the law. According to Ms. Antonini, the ordinance adoption deadline has passed, so we must proceed with the review and approval process. The draft ordinance was reviewed by the Township Solicitor and was prepared to meet the minimum requirements.

Susan Lacy asked about the definition of leaf waste: if weeds and leaves can go into trash. Toni provided members with a copy of the definitions.

Mr. Stacy asked what would happen if the Township didn't adopt a recycling ordinance at all? Ms. Ferry responded that it affects the Township's ability to obtain grants. It is economically beneficial to the Township down the road to comply.

A motion to recommend approval of the draft recycling ordinance and advance to the Board of Supervisors was made by Joe Fenstermacher, seconded by Gary McEwen, All in favor. None opposed. The motion carried.

3) Inspection and Certification of Sanitary Sewer Line Ordinance

Toni Antonini stated that the Township is no longer required to adopt an ordinance related to I & I per her conversation with the Sewer Authority Solicitor. As such, there will be no further action on this item.

4) Accessory Apartment Ordinance

Upon review, Mr. McEwen was in favor of permitting accessory apartments in the Ag and RC districts only.

Discussion ensued related to the frequency of inspections. Mr. Fenstermacher suggested every 3 years or to base it on change of tenancy. The proposed draft requires an annual inspection. Mr. Reinert stated they could choose to reduce the frequency to every 2 or 3 years. The problem with proposing a change of tenancy notification to the Township only is typically property owners do not voluntarily notify the Township on their own. There are ways through the fee schedule to provide incentives to property owners for voluntary compliance if the Board chooses.

A motion to recommend approval of the Accessory Apartment Ordinance to the Board of Supervisors with an inspection schedule of every 3 years or a change of tenancy whichever occurs first was made by Gary McEwen, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried.

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

- June 11th - Regular Board of Supervisors Meeting (7:00 pm)
- June 12th - Planning Commission Workshop - Comp Plan Update (7:00 pm)
- June 19th - Parks & Recreation Meeting (7:00 pm)
- June 26th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn the meeting was made by Gary McEwen, seconded by Joe Fenstermacher. All in favor. None opposed. The motion carried. The meeting adjourned at 8:41 PM.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

Honey Brook Township Planning Commission
Regular Meeting Minutes
June 26, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, June 26, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:03 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Troy Stacy, Greg Frederick; Jennifer Mc Connell, Technicon Enterprises, Inc. (TEI), Township Engineer, was present.

Guests: Toni Antonini, Township Administrator

Absent: Alex Rahn

Minutes

A question was raised from the audience regarding the sanitary line ordinance discussed in the minutes and it being no longer necessary. It was explained that this was related to an ordinance to allow the Sewer Authority to inspect sewer lines for I&I (inflow and infiltration) but the Sewer Authority was able to address the issue through a resolution by its own Board. This differs from the on-lot sewer management ordinance that would require pumping and maintenance of systems on a regular basis. That Ordinance is still required by DEP but its adoption has been put on hold while further public education continues as allowed by DEP. With no additions or corrections, a motion to approve the May 22, 2014, Planning Commission meeting minutes was made by Gary McEwen, seconded by Greg Frederick. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Hoover Building Specialists (Ricmar) Land Development Plan

March 11, 2014 Sketch Plan (Review Requested) Submission

March 25, 2014 TEI Zoning Review Letter

May 14, 2014 - Preliminary Plan Submission

June 20, 2014 - TEI Review Letter #1

There was no one present for the discussion. Jennifer McConnell, TEI, explained that the NPDES and PennDOT permit applications are in the process of being completed. The applicant is expected to comply with the parking recommendations. The applicant will submit a conditional use application to the township and expects to return to Planning Commission in July. On behalf of TEI, Jennifer indicated that there were no other major concerns in terms of Ordinance compliance with the project .

2. Maureen Miller

February 4, 2014 - Final Plan Resubmission

February 19, 2014 - TEI Review Letter #2

June 5, 2014 - Final Plan Resubmission

June 20, 2014 - TEI Review Letter #3

The applicant was not present for the discussion.

Referring to the TEI Review letter dated June 20, 2014, Jennifer McConnell explained this is a proposal for a lot line adjustment - Parcel A represents a 2 acre piece taken off of existing Lot 2, which will be added to Lot 1. The lot line adjustment is needed in order to satisfy Act 319 requirements due to an ownership change. There is no violation of Natural Lands Trust conservation easement. There are no proposed improvements on the property. The only outstanding review letter comments are monumentation, showing the existing septic on Lot 1 and access road width/material, and approval of the non-building declaration for Lot 2.

Per the undated Mesko Engineer letter, received 6/25/14, there is one waiver request for monumentation, due to heavily wooded site.

Joe Fenstermacher inquired why the applicant was not present. Toni Antonini responded that applicants don't always attend Planning Commission meetings but are recommended to attend the Board of Supervisors meeting in which the discussion of their application will occur.

A motion to recommend to the BOS that they grant the waiver from monumentation was made by Troy Stacy, seconded by Leslie Siebert. All in favor. None opposed. The motion carried.

A motion to recommend conditional final plan approval based upon compliance with Technicon's June 20, 2014 letter to the Board of Supervisors was made by Gary McEwen, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

3. Pleasantview Welding

January 15, 2013 - Sketch Plan Submission

August 9, 2013 - Minor Land Development Plan Submission

August 20, 2013 - TEI Review Letter #1

June 10, 2014 - Minor Land Devel Plan Resubmission

June 20, 2014 - TEI Review Letter #2

James Haigney, project manager, was present with the applicant, Jake King, who is requesting approval of a plan for expansion of the existing Pleasantview Welding site, with a building expansion and a new pole barn along with additional paving, stormwater facilities and revised parking/loading areas. An extension request for Pleasantview Welding to August 31, 2014, was made in last month's meeting.

James Haigney explained that three waivers were being requested for raised islands for parking bays, stormwater basin side slopes and the diameter/material of the basin outlet pipe. Jennifer McConnell indicated that previous land development plans for the site received waivers from the raised islands due to the truck traffic on site. In addition, Jennifer McConnell reminded members that the new Stormwater Ordinance adopted in May contained revised basin design criteria – and that the proposed outlet pipe size and basin slopes would be permitted under the new Ordinance, however the plans are governed under the prior Ordinance criteria. On behalf of TEI, Jennifer expressed no opposition to the 3 waiver requests.

Gary McEwen asked whether the turning radius has been looked at? The response was they have done this and the turning diagram was shown on Sheet 1.

In response to Joe Fenstermacher's question for clarification of the abbreviations, James Haigney explained about each of the abbreviations, included CCCD (Chester County Conservation District), E&S (Erosion & Sediment Control), USACE (US Army Corps of Engineers) and

confirmed that approvals are being sought from the agencies and require coordination due to impacts to wetlands for the proposed construction.

A motion to recommend to the Board of Supervisors approval of (3) waivers for SALDO Section 22-617.3B (Raised islands for parking bays), 22-627.A.(1) (maximum 4:1 side slopes for detention basins), and 22-627.7.C (minimum sized basin pipe of 18", required material to be reinforced concrete pipe) was made by Gary McEwen, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

This applicant will be back in July with updates and to seek final plan approval.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

1) Property Maintenance/Mobile Home Park Amendment

Susan Lacy stated that this item is tabled to August due to the engineer's (Mike Reinert's) absence

2) Rental Unit Ordinance

Susan Lacy stated that this item is tabled until August due to the engineer's (Mike Reinert's) absence

Other Business

None

Correspondence of Interest:

Susan Lacy referred to the email from Alex Rahn noting his resignation from his position on the Planning Commission. Susan and Toni Antonini asked whether any member has a suggestion for a replacement. A suggestion was made to inquire about a representative from the Amish community to see if anyone is interested and willing to serve. Toni will inquire of Gideon Stoltzfus to see if he is willing to serve again, or knows of anyone who might.

Upcoming Meetings - All dates subject to change

July 9th - Regular Board of Supervisors Meeting (7:00 pm)

July 15th - Land Preservation Committee Meeting (7:00 pm)

July 16th - Planning Commission Workshop - Comp Plan Update (7:00 pm)*

July 17th - Parks & Recreation Meeting (7:00 pm)

July 24th - Planning Commission Regular Meeting (7:00 pm)

*PC workshops are now the 3rd Wednesday of the month

Adjournment

June 26, 2014

With no further business, a motion to adjourn the meeting was made by Gary McEwen, seconded by Leslie Siebert. All in favor. None opposed. The motion carried. The meeting adjourned at 7:41 PM.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Minutes**

July 24, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, July 24, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:06 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Troy Stacy; Jennifer Mc Connell, Technicon Enterprises, Inc. (TEI), township engineer, was present.

Guests: Toni Antonini, Township Administrator

Absent: Greg Frederick

Minutes

With no additions or corrections, a motion to approve the June 26, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Gideon E. Stoltzfus Jr. Subdivision

June 17, 2014 - Final Minor Subdivision Plan

July 10, 2014 - TEI Review Letter #1

July 25, 2014 - Sewage Planning Module - Authorize PC Chair to sign upon receipt of a complete Component I

John Pogue, of Lake Roeder Hillard & Associates, and Gideon E. Stoltzfus Jr., applicant, were present. The applicant has a 98 acre site extending on both sides of Todd Road and wants to subdivide off a lot to build a house for himself and his family. The site is entirely cultivated and the proposed lot is next to the Mennonite School.

Jennifer McConnell, TEI engineer, and Mr. Pogue have discussed the items in the July 10, 2014, review letter and TEI has confidence they can comply with the requirements and revise plans in accordance with the review letter. The presentation tonight is primarily for guidance on landscaping.

The applicant's plan would propose a residence on the subdivided lot in the northeastern corner of the property, along Welsh Road. The rear of the proposed lot and the residual tract will remain in cultivation. A landscaping sketch was distributed to the PC members as a basis for discussion; the applicant is working with a landscape designer for the overall plan to include shade trees, and street trees that are complementary to the house and the neighborhood with some buffering toward the school. The landscaping proposed was suitable to the Planning Commission.

Two waiver requests were noted in conjunction with the plan, Section 22-503.D for formal Wetlands Identification, since there is no development planned in this area – wetlands mapping based upon the National Wetlands Inventory is acceptable; and Section 20-311.C.5 for Swale Freeboard for 6” instead of 12”, in a small drainage area. On behalf of TEI, Jennifer McConnell had no objections with these requests. A motion to recommend that the BOS grant the two noted waivers was made by Gary McEwen, and seconded by Troy Stacy. All in favor. None opposed. The motion carried.

A motion to recommend conditional final plan approval provided the requirements of the July 10, 2014

TEI review letter are met and the landscaping as per the sketch presented at the meeting is shown on the final plan was made by Joe Fenstermacher, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

A motion to authorize the Planning Commission Chair to sign the Component 1 Sewage Planning Module, once approved by the Chester County SEO, was made by Gary McEwen, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

2. Stoltzfus MFG - IP LLC (176 Westbrook Drive, Kings Table Expansion)

November 13, 2013 - Sketch Plan Submission

March 31, 2014 - Final Minor Land Development Plan Submission

June 24, 2014 - Final Minor Land Development Plan Resubmission

July 11, 2014 - TEI Review Letter #2

Allan Zimmerman, Commonwealth Engineers was present for the applicants. Mr. Zimmerman reviewed the project with the Planning Commission which includes an expansion of the existing King's Table building and additional parking. The original stormwater basin to the rear of the property was oversized during the original land development to allow for additional impervious cover on the site in the future, however the sizing only addressed peak runoff rates. Since the original land development approval, there are now requirements for groundwater recharge and water quality that the applicant is required to meet.

Jennifer McConnell, TEI, explained that the applicants are requesting a waiver from Sections 22-627.4.B and 627.8.D, to utilize volume credits from the use of amended soils to address the groundwater recharge requirements and promote infiltration/evapotranspiration to the greatest extent practicable on the site for which there was a 0.0 in/hr field-tested infiltration rate. The applicant is proposing a rain garden with amended soils in the bottom and an overexcavation of the existing basin to install amended soils. These measures are in line with NPDES requirements as well as the Township's new stormwater ordinance (adopted May 14, 2014) and the applicant is required to obtain an NPDES permit which will require professional oversight of the amended soil installation. TEI has no objection to the requested waivers.

A motion to support the waiver requests for Sections 22-627.4.B. to allow volume credits for amended soil installation consistent with NPDES design and 627.8.D. to allow for infiltration facilities with a field-tested 0.0 In/Hr Perk Rate, was made by Gary McEwen, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

A motion to grant conditional final approval subject to compliance requirements in the TEI review letter dated July 11, 2014 was made by Joe Fenstermacher, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

3. Hoover Building Specialists (Ricmar) Land Development Plan

March 11, 2014 Sketch Plan (Review Requested) Submission

May 14, 2014 - Preliminary Plan Submission

July 8, 2014 - Preliminary Plan Resubmission

July 18, 2014 TEI Review Letter #2

Allan Zimmerman, Commonwealth Engineers, was present, along with Richard Hoover (applicant) and other employees of Hoover Building Specialists.

Jennifer McConnell explained that this is the site of the existing Hoover Building Specialists building. A recent subdivision plan consolidated seven existing parcels and resubdivided them into two lots, one for the proposed development including a new Hoover Building Specialists office/warehouse and retail space including Honey Brook Hardware. The other lot created, to the east of the subject lot, is owned by

the owner of Honey Brook Hardware and recently obtained a zoning variance to have a single-family dwelling on it. The proposed retail space on the subject lot exceeds 25,000 SF in area and requires Conditional Use Approval. A hearing for the Conditional Use is scheduled for the August 13th Board of Supervisors meeting.

Mr. Zimmerman addressed the issues in the TEI review letter dated July 18, 2014. The first discussion was over the 20 proposed "reserve" parking spaces behind the Hoover Warehouse building. A total of 256 spaces are required for the project based upon the parking requirements in the Zoning Ordinance, but the applicant feels that the actual number of spaces is substantially less. Jennifer McConnell noted that the Ordinance allows the applicant, with BOS approval and documentation that the required parking exceeds the actual parking need by 125%, it is possible to designate up to 50% of the required spaces as "reserved parking". Reserved parking is parking which is planned for in terms of layout, landscaping, and stormwater management, but does not have to be installed at the initial time of construction. The Ordinance requires a financial security to be posted for the reserved parking spaces for a period of 5 years from the installation of the initially constructed spaces. The Planning Commission indicated that they concur that the proposed amount of parking is excessive and would recommend that the applicant place additional parking beyond the 20 spaces currently shown in "reserve" and would also like to see them consider more tree islands for shade coverage. It was asked whether there were alternatives for posting security for 5 years since the actual time of construction of the retail spaces, other than Honey Brook Hardware is unknown. TEI indicated that they would follow-up with the Solicitor.

Jennifer McConnell stated that curbs and sidewalks are generally required in the Commercial-Industrial districts unless deemed unnecessary by the BOS and are also a conditional use requirement for Retail Uses over 25,000 SF. Planning Commission members were in agreement that sidewalk was not necessary in this area at this point and curbing along Horseshoe Pike was not necessary, but noted that the applicant does intend to curb the driveway radii. Fire hydrant locations were also discussed and a hydrant shall be installed on the southern side of Horseshoe Pike for the proposed development.

Jennifer McConnell asked whether there were any other conditions outside of the requirements of the land development that the Planning Commission wanted the BOS to consider in the Conditional Use hearing for the retail space. There were no other comments raised by members.

Regarding the SALDO ordinance, Mr. Zimmerman reviewed the expected waiver requests to determine if there were any objections or considerations. The below waivers were discussed and while no formal action was taken, the Planning Commission had no objections.

- §22-615.3.A.(1) - proposed access point within 200 feet of existing access drives; based on lot frontage and existing access drives, there is no means of meeting this requirement
- §22-615.3.C to allow a driveway entrance exceeding 36 feet with a painted median instead of raised curbing due to truck traffic
- §22-627.4.C.(2) with regard to water quality to allow only ~5% of the site impervious to be drained to non-structural BMPs versus the ~13% required; requirement would be met under new stormwater ordinance regulations.
- §22-627.7.A.(1) to allow a flat bottom basin for infiltration
- §22-627.7.B to allow inverts of incoming pipes to the basin to be at bottom of basin elevation and not 6" above due to limited slope across the site
- §22-627.7.C to allow a basin outlet pipe slope of 0.63% instead of 1% due to limited slope across the site.
- §22-627.7.H to allow basin discharge point on adjacent property, provided permanent stormwater easement/agreement is obtained from owner and provided to the Township

The proposed Landscaping Plan would require waivers for the requirements not being met since this is a major Land Development plan. It was noted that the required street trees and stormwater plantings

have been provided in full per Ordinance requirements. The proposed landscaping plan requires the following waivers:

- §22-629.5.E - Partial waiver to allow a screening buffer on side lot lines and a portion of the rear lot line, at 50% of what is required by ordinance. The rationale is the plantings are too dense, and would not be viable in the long term. Discussion ensued about the options and the Planning Commission noted that the Ordinance required plantings may be excessive but would like to see a section view of what the proposed landscaping would look like at the time of installation and after a few years of growth.
- §22-629.6.B.(1) Partial waiver to not require parking islands every 15 contiguous parking spaces and at the end of parking rows for parking behind the warehouses and for the row of parking in front of the retail. Gary McEwen offered that he did not see a problem with 1-2 islands up front. The applicant would rather put more trees around the perimeter than take up space in front. They are willing to revisit this with options at a later time. The Planning Commission would like to see additional shade trees in parking areas and relook at the landscaping and layout after the reserve parking areas discussed earlier are revised.
- §22-629.6.B.(4) for a non-residential parking lots being 112 spaces instead of the 100 space maximum. As noted earlier, the Planning Commission is in favor of additional spaces being placed in reserve. This waiver request will be looked at further once the parking lot layout is revisited by the applicant.
- §22-629.6.C.(1) regarding a partial waiver for perimeter filtering buffer for parking, proposing 70% of the required deciduous trees and 1/3 of the required evergreens along Horseshoe Pike.
- §22-629.7.A for not planting the required additional plantings for non-residential structures due to the extensive other landscaping required as noted above and site layout configuration.

Mr. Zimmerman indicated that they are not looking for formal recommendations on the waivers or plan tonight as they await feedback from PennDOT on the driveway entrance, PADEP on the Post-Construction Stormwater Management Controls for their NPDES permit, and US Fish & Wildlife on the potential bog turtle habitat. Joe Fenstermacher asked the applicant whether he could talk to Mr. Kemper, across 322, about what is being done with regard to the driveway entrance, as a courtesy.

Jennifer McConnell indicated that action was needed on the extension request letter dated July 24, 2014. A motion to recommend granting the one year extension to receive approval for the proposed Land Development was made by Joe Fenstermacher, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

4. Pleasantview Welding

July 17, 2014 - Time Extension to December 31, 2014

Jennifer McConnell indicated that the applicant is working on outside agency approvals and action was needed on an extension request. A motion to recommend granting the extension to December 31, 2014, was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

5. Cambridge Mennonite Church

July 17, 2014 - Time Extension to February 26, 2015

Jennifer McConnell indicated that the applicant is working on plan revisions and outside agency approvals and action was needed on the extension request. A motion to recommend granting an

extension to February 26, 2015, was made by Joe Fenstermacher, seconded by Troy Stacy. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

Ricmar/Hoover Building Specialists - Conditional Use - Retail Space > 25,000 SF. See above discussion on the Ricmar/Hoover Building Specialists land development plan.

Pending Ordinances

Property Maintenance/Mobile Home Park Amendments

Susan Lacy stated that this item is tabled to August.

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

August 13th - Regular Board of Supervisors Meeting (7:00 pm)

August 20th - Planning Commission Workshop (7:00 pm)

August 21st - Parks & Recreation Meeting (7:00 pm)

August 27th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn the meeting was made by Susan Lacy, seconded by Gary McEwen. All in favor. None opposed. The motion carried. The meeting adjourned at 8:50 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

Honey Brook Township Planning Commission
Regular Meeting Minutes
August 28, 2014

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, August 28, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Troy Stacy, and Greg Frederick; Mike Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was present.

Minutes

With no additions or corrections, a motion to approve the July 24, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. The motion carried.

Subdivision/Land Development Applications

Cambridge Mennonite Church Land Development – Final Plan

There was no one present for the applicant. A motion to table the plan until the applicant is present to discuss the project was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. The motion carried.

Hoover Building Specialists (Ricmar) Land Development Plan – Preliminary Plan

Mike Reinert explained that the applicant asked to be taken off the agenda to address outstanding PennDOT issues. The only action needed at this time is the signing of the Component 4A Sewage Planning Module by the Chair of the PC.

A motion to recommend that the Chair sign the Component 4A sewage planning module was made by Joe Fenstermacher, seconded by Leslie Siebert. All in favor. The motion carried.

Swampy Hollow Manufacturing - Lot 1 & 2 McConnell Park – Sketch Plan

Vic Kelly, P.E., of Commonwealth Engineers, Inc., was present for the applicant. Referring to the sketch plan, Mr. Kelly noted that the project consists of a 25,000 square feet building with a proposed expansion of 16,00 square feet on the property. Mr. Kelly indicated he believed that the applicant could comply with the comments in the TEI review letter of August 21, 2014.

Mr. Kelly requested guidance on whether his application could be considered a minor land development. Mike Reinert stated that the PC could consider it because it is development within an already approved industrial park, however he suggested submission of a traffic analysis for the proposed business should be part of the application.

A motion to recommend the project presented could be considered a Minor Land Development provided the applicant submits a traffic analysis of the proposed business was made by Joe Fenstermacher, seconded by Troy Stacy. All in favor. The motion carried.

Poplar Realty/Tabas

Mike Reinert explained that the only action needed at this time is the signing of the Component 4A Sewage Planning Module by the Chair. The full planning module is still under review and is currently open for public review and comment.

A motion to recommend that the Chair sign the Component 4A sewage planning module was made by Gary McEwen, seconded by Greg Frederick. All in favor. The motion carried.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

Ordinance 176-2014 Honey Brook Township Property Maintenance Ordinance

Mike Reinert distributed a revised copy of #176-2014 and a letter dated August 25, 2014 from the Township Solicitor. The letter from John Good stated his concern about the scope of the ordinance applying only to “mobile homes” or mobile home parks. One of the options discussed with John Good and the Engineer included removing the specific nature of mobile homes only and using the actual scope of the IPMC, which would pertain to all structures. The Township policy of complaint driven enforcement would continue to be utilized.

There was more discussion around the issue of the scope of the IPMC, applying to residential structures (external vs. internal), common facilities and structures in the entire Township vs. “manufactured home parks.” There are issues of privacy that concern the members, and how much regulation that the Township should exercise over residents.

Troy Stacy voiced his opposition to the ordinance as it stands. Gary McEwen and Leslie Siebert asked for more time to review the details in the next month. Greg Frederick would like to go forward with it, as does Joe Fenstermacher.

Mike Reinert asked for members to review and send comments to him via email and he will include all of the member’s comments in the PC packets in advance of next month’s meeting for review and discussion.

2. Ordinance 177-2014 /Mobile Home Park Amendments

There was general discussion around the proposed ordinance which included comments from Gary McEwen about the possibility legitimacy of one of the parks buying natural gas in bulk. Mike Reinert will look into that for next meeting’s discussion.

Other Business

1. Micro-Tower Zoning Ordinance Regulations

Mike Reinert explained that the Supervisors requested input from the Planning Commission regarding this topic. A handout was provided by the Township Solicitor for review. Mr. Reinert mentioned the Board was looking for any comments to the Supervisors as to whether this

evolving issue should be proactively researched further to address the future appearance of these micro-towers in the community. Members inquired as to what other adjacent municipalities were doing at the current time before offering further comments.

2. A letter from resident Terry Schmidt was distributed to members. Mr. Schmidt is a prospective candidate who would like to be considered for the Planning Commission. In response to requests for more information about the candidate, the candidate will be invited to the next Planning Commission meeting.

Correspondence of Interest:

None

Adjournment

With no further business, a motion to adjourn the meeting was made by Susan Lacy, seconded by Gary McEwen. All in favor. The motion carried. The meeting was adjourned at 8:52 PM.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Minutes
September 25, 2014**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, September 25, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:04 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, and Troy Stacy; Mike Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was present. Absent: Greg Frederick

Minutes

With no additions or corrections, a motion to approve the August 28, 2014, Planning Commission meeting minutes was made by Gary McEwen, seconded by Troy Stacy. All in favor. The motion carried.

Subdivision/Land Development Applications

1. Cambridge Mennonite Church

This plan was tabled from the previous month's meeting due to no one present on behalf of the applicant. No one was present at the meeting, therefore it was tabled again until next month.

2. Maureen Miller Lot Line Adjustment

Mike Reinert explained that the only action needed was a motion to sign the planning waiver and non-building declaration for this previously approved lot line adjustment plan. With no further discussion, a motion to authorize the Planning Commission Chair

to sign the Non-Building and Planning waiver was made by Gary McEwen, seconded by Troy Stacy. All in favor. The motion carried.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

1. Ordinance 176-2014 Honey Brook Township Property Maintenance Ordinance

Mike Reinert had asked for comments prior to the meeting and Susan Lacy had emailed one comment prior to the meeting about an issue with a rooming house. Mr. Reinert indicated they can incorporate this suggestion into the proposed ordinance.

Gary McEwen handed out a prepared list of his written comments for review and discussion. The majority of Mr. McEwen's concerns centered around the interpretation of the code by the inspecting agency official and requiring a structure in violation to be upgraded in its entirety to current building code requirements. Mr. Reinert clarified what the code can and cannot require of an applicant in violation and explained the typical enforcement process of the property maintenance code in general. Mr. Reinert further explained how the enforcement process would proceed upon adoption in the Township, reminding members that the current Supervisors policy is reactive to complaint only, not proactive enforcement, unless required as part of another ordinance.

One of Mr. McEwen's comments pertained to the number of unlicensed vehicles permitted on a property by the IPMC. Mr.

Reinert stated it was fairly common for a Township to allow a maximum of one vehicle. Discussion ensued and it was decided to revise the draft to allow a maximum of one vehicle.

Further discussion ensued regarding the remainder of Mr. McEwen's comments and following explanation/responses from Mr. Reinert, it was decided that no other changes were necessary for the proposed draft ordinance.

With no further discussion, a motion to advance the draft property maintenance ordinance to the Board of Supervisors for review and comments without coming back to the Planning Commission was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. The motion carried.

2. Ordinance 177-2014 /Mobile Home Park Amendments

It was noted that general wording changed the term mobile homes to manufactured housing. Mike Reinert clarified that natural gas in one of the parks is not being purchased in bulk as was previously inferred. No other changes to this draft were suggested.

With no further discussion, a motion to advance the manufactured home park amendment to the Board of Supervisors for review and comments without coming back to the Planning Commission was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. The motion carried.

Other Business

1. Jonas Fisher - Component 1 Planning Module -

Mike Reinert explained that the only action needed was for the PC chair to sign off on the sewage facilities planning module Component 1.

With no further discussion, a motion to authorize the Planning Commission Chair to sign the Component 1 Planning Module was made by Gary McEwen, seconded by Troy Stacy. All in favor. The motion carried.

2. Micro-Tower Zoning Ordinance Regulations

This topic came up at last month's meeting. The Board requested input from the Planning Commission as to whether to pursue this issue further. Township Solicitor John Good recommended a law firm from West Chester if the Township chose to move forward with review of existing ordinances and propose amendments. Mike Reinert indicated that a few Townships east of Honey Brook and a Township in Bucks County, as indicated in the article, is pursuing this topic.

Mike Reinert provided a copy of a recent article in Township News entitled "Cellular Attack," about Townships and small cell towers.

Gary McEwen suggested taking a proactive approach to address the future appearance of these cell towers. Joe Fenstermacher asked Mike Reinert to inquire of Toni Antonini to request a second legal opinion from Chip Haws and provide feedback to the Commission.

3. Planning Commission Vacancy

Susan Lacy stated that four individuals have expressed interest in the vacancy on the Planning Commission. Bob Witters (present)

indicated his willingness to fill an interim position if there were no other applicants.

Terry Schmidt (present) stated that he has lived in the Township since 2007. With no prior experience in Township government, it is his desire to give back to his community. He indicated that he would have a lot to learn and be willing to go to classes on the municipal planning code. His schedule would allow for meeting attendance.

Wes Darby (present) stated he has lived in the Township for over 45 years. He previously served on the Planning Commission and as a Supervisor for 6 years in the past. His schedule will allow for meeting attendance. He liked what was accomplished during his term and would like to see this continue.

A third candidate, Doug Eversmeyer was not present.

The members will discuss and make a recommendation to the Supervisors.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

October 8th - Regular Board of Supervisors Meeting (7:00 pm)

October 15th - Planning Commission Workshop (7:00 pm)

October 16th - Parks & Recreation Meeting (7:00 pm)

October 23rd - Planning Commission Regular Meeting (7:00 pm)

*PC Workshops are now the 3rd Wednesday of the month

Adjournment

With no further business, a motion to adjourn the meeting was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. The motion carried. The meeting was adjourned at 8:50 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Minutes
October 23, 2014**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, October 23, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:04 p.m. by Chairperson Susan Lacy. Commissioners present were Joe Fenstermacher, Leslie Siebert, Gary McEwen, Troy Stacey, Terry Schmidt, and Bob Witters; Mike Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was present.

The Chair recognized and welcomed two new members joining the Planning Commission as of this month: Terry Schmidt and Bob Witters.

Minutes

With no additions or corrections, a motion to approve the September 25, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Gary McEwen. All in favor. The motion carried.

Subdivision/Land Development Applications

Cambridge Mennonite Church – Final Land Development Plan

Chris Della Penna was present for the applicant. He reminded members that they were last before the Planning Commission in March. They have since gone through the conditional use process and obtained approval through that hearing in April 2014. The plan before the Planning Commission is last revised July 29, 2014 and the Township Engineer issued a review letter dated August 18, 2014. The applicant did not appear at the last two meetings, therefore the plan was tabled.

Mike Reinert stated that this is a minor plan and contains three waiver requests under stormwater. He also noted that the requests would be fully compliant under the new ordinance however this plan is vested under the previous ordinance, therefore relief would technically be necessary. Mr. Reinert had no objections to the waivers.

A motion to grant the three waiver requests noted in the Della Penna Engineering, Inc. letter dated August 15, 2014 was made by Troy Stacey, seconded by Gary McEwen. All in favor. The motion carried.

Mr. Della Penna raised a question about the proposed specification for the paving cross section of the parking lot. The church would like to request a reduction of the cross section from the SALDO requirement. Discussion followed around the use of the

property and different options, such as 6" base, 2" binder, and 2" wearing course. The church was in agreement with the suggested revised cross section as noted.

A motion granting partial relief from §22-613.6.A and allowing a reduced paving cross section of 2" binder & 2" wearing course was made by Bob Witters, seconded by Joe Fenstermacher. All in favor. The motion carried.

With no further discussion, a motion to grant conditional final plan approval to the Board of Supervisors subject to satisfying the conditions in the August 18, 2014, TEI review letter was made by Bob Witters, seconded by Gary McEwen. All in favor. The motion carried.

Swampy Hollow Manufacturing – Final Land Development Plan

Vic Kelly, Commonwealth Engineers, was present on behalf of the applicant, Ivan and Levi Stoltzfus, who were also present. Mr. Kelly stated that the proposed plan can comply with the October 17, 2014 Township Engineer review letter.

The applicant is requesting whether the Township would accept a letter from a traffic engineer with an outline of the traffic needs for the property to comply with the traffic study mentioned as part of the sketch plan discussion. Mr. Reinert stated that he would be willing to accept documentation from a traffic engineer outlining the information discussed given it is a minor land development plan. He noted that a previous traffic study was completed for the entire industrial park years ago.

Mr. Kelly stated that there is no waiver request letter yet, but he wants to offer some preliminary thoughts related to a reduction in the parking lot paving cross section specifications. There is expected to be an average of one-two deliveries per day; they can do heavy duty and lighter duty areas. In addition, regarding landscaped islands, they can do landscaping for shielding without islands, proposing to keep landscape buffering along the frontage. They are requesting to go with lighter screening on the rear industrial side, between Kemper Industries. They would propose to add street trees along Westbrook Drive, and along Wimpy & Dee's. Finally the proposed stormwater system would technically discharge within 50 feet of a downgradient property, although it would be conveyed by a swale installed as part of the original development system. Mr. Reinert stated he would not have an objection to the location as proposed.

Susan Lacy asked for clarification about # 11 a: specifically "a section of woodlands will be removed," and why removing and planting at the same time? Mr. Kelly responded they would be taking out scrub area where it is overgrown not specific trees. A number of existing trees will be maintained as shown on the plans.

Mr. Kelly confirmed that they have not yet submitted the proposed plan to Conservation District. He will make modifications based on the Commission's input and come back to a future meeting.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

Susan Lacy inquired as to the status of the adoption of the two draft ordinances discussed at last month's PC meeting regarding the manufactured home ordinance and property maintenance ordinance. Mike Reinert stated the Supervisors authorized advertisement of the draft ordinances for possible adoption at the November meeting. The draft ordinances may be reviewed by the public prior to the public hearing on November 12th.

Other Business

Jonas Fisher - SWM Plan - Waiver Requests

Kim Graybill of Pioneer Management LLC was present for the applicant, Jonas Fisher, who wishes to construct a house and barn on his parent's 135 acre farm property. The building is proposed in the center of the site, accessed by a long driveway.

The storm water plan has been submitted and reviewed by TEI with a review letter dated October 1, 2014. A waiver request letter was sent to the Township dated October 10, 2014 for two areas of relief from Chapter 20, specifically in the following areas:

- 1) Relief from the 72 hour dewatering requirement for the infiltration trench
- 2) Relief from the longitudinal and side slope requirements for the proposed swale draining to the stormwater facility.

The proposed plan is trying to stay under the one acre disturbance requirement for NPDES, therefore the applicant would prefer to limit earth disturbances on the project. TEI does not have any objections to the requested relief.

A motion to recommend approval of the waiver from Chapter 20-306.J.3 for dewatering of the infiltration facility was made by Bob Witters, seconded by Gary McEwen. Six commissioners in favor, one opposed (Fenstermacher). The motion carried.

A motion to recommend approval of the waiver from Chapter 20-311.C for longitudinal and side slope of the proposed swale was made by Troy Stacey, seconded by Joe Fenstermacher. All in favor. The motion carried.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

November 12th - Regular Board of Supervisors Meeting (7:00 pm)

November 18th - Land Preservation Committee Meeting (7:00 pm)

November 19th - Planning Commission Workshop (7:00 pm)

November 20th - Planning Commission Regular Meeting (7:00 pm)

*PC Workshops are now the 3rd Wednesday of the month

**Note Date Change due to Holiday

Adjournment

With no further business, a motion to adjourn the meeting was made by Joe Fenstermacher, seconded by Troy Stacey. All in favor. None opposed. The motion carried. The meeting was adjourned at 8:11 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Minutes
November 20, 2014**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, November 20, 2014 at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Vice Chairperson Gary McEwen. Commissioners present were Joe Fenstermacher, Leslie Siebert, Troy Stacey, Terry Schmidt, and Bob Witters; Mike Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was present. Absent: Susan Lacy, Chair

Minutes

With no additions or corrections, a motion to approve the October 23, 2014, Planning Commission meeting minutes was made by Joe Fenstermacher, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Village Greene - Phase 2 Final Plan

Christopher Falencki, PE, of Weiser Engineering Consultants was present for the applicant, Sam Nemroff, PennWynne Homes. He indicated that Phase 1 is currently under construction, and Phase 2 will be ready for construction in the spring. The applicant is looking for a recommendation of final approval tonight. The TEI review letter dated November 14, 2014 was reviewed with the Township Engineer and the applicant agrees that they can comply with the comments in the letter.

Mr. Reinert added that a majority of the issues were addressed some years ago during the preliminary plan reviews and the remaining topics consist of housekeeping issues such as outside agency approvals.

With no further discussion, a motion to recommend conditional final plan approval to the Board of Supervisors subject to satisfying the conditions in the November 14, 2014, TEI review letter was made by Joe Fenstermacher, seconded by Bob Witters. All in favor. The motion carried.

2. Poplar Realty (Tabas Tract) – Final Plan

Mr. Reinert noted that the applicant requested the plan be tabled to address a number of outstanding issues presented in the Township Engineer's latest review letter. The applicant suggested returning in January once these issues could be addressed. No further action to be taken at this time.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

None

Other Business

1. Levi King - 295 Pequea Avenue - Component 4A Planning Module

There was no one present for the application. Mr. Reinert indicated that the applicant is proposing a four bedroom addition to an existing dwelling. They will need a planning module to address the sewage facilities because the proposed flows will exceed 800 gallons per day. The Component 4A was reviewed for consistency with local regulations by TEI on behalf of the Planning Commission.

With no further discussion, a motion to grant approval for the Planning Commission Chair to sign the Component 4A Planning Module was made by Troy Stacey, seconded by Bob Witters. All in favor. The motion carried.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

December 10th - Regular Board of Supervisors Meeting (7:00 pm)

December Planning Commission Workshop - CANCELLED

December 18th - Planning Commission Regular Meeting (7:00 pm)**

**Note Date Change due to Holiday

Adjournment

With no further business, a motion to adjourn the meeting was made by Joe Fenstermacher, seconded by Terry Schmidt. All in favor. None opposed. The motion carried. The meeting was adjourned at 7:17 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Minutes
December 18, 2014**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, December 18, 2014, at the Honey Brook Township Building. The meeting was called to order at 7:06 p.m. by Chairperson Susan Lacy. Commissioners present were Gary McEwen, Leslie Siebert, Troy Stacey, Terry Schmidt, and Bob Witters; Joe Fenstermacher was absent. Mike Reinert, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present.

Minutes

With no additions or corrections, a motion to approve the November 20, 2014, Planning Commission meeting minutes was made by Gary McEwen, seconded by Bob Witters. All in favor. The motion carried.

Subdivision/Land Development Applications

Hoover Building Specialists – Preliminary Land Development Plan

Allan Zimmerman of Commonwealth Engineers, Inc., was present for the applicants and provided an update on the progress of the project. Mr. Zimmerman stated that they had discussed the road improvements along the frontage of the property with PADOT, which will include a center turning lane on Route 322 with some road widening. They are close to approval on the PADOT HOP and the NPDES permit from PADEP. Mike Reinert added that the traffic engineer has reviewed the applicant's submissions and is satisfied with the improvements and the entrance. There are some waiver requests related to the traffic improvements, which TEI supports provided they follow PADOT direction.

Mike Reinert reviewed the TEI letter dated December 5, 2014 with the Planning Commission. Landscaping and the reserve parking areas in the rear were highlighted for comment. TEI has no objections to the plan as it is being proposed to address both topics. Susan Lacy asked whether the number of proposed spaces (258) was necessary. Mr. Zimmerman responded that Honey Brook Hardware would like the option for additional spaces if needed in the future and the number complies with the ordinance.

Going through the list of waivers per the TEI review letter, #7 referring to driveway entrances, was eliminated since curbing will be provided. There was discussion on #9.b. referring to fire hydrants within 600 feet of buildings. Two hydrants exist on the opposite side of Route 322, but are not within the distance requirement. Gary McEwen asked whether the Fire Marshall has reviewed the plan; Mr. Zimmerman responded he

has reached out but have no response yet. It would seem to be a problem for the fire hose running across the street. After general discussion it was noted that members would like to have additional hydrant(s) on the same side as the buildings. Bob Witters suggested getting input from the Fire Marshall. Toni Antonini offered to reach out to the Fire Marshall, noting that a new fire chief is coming on board as of January 1, 2015. Mike Reinert explained that members could recommend deferring this waiver until final plan submission.

Proposed lighting and parking in the rear of the building was discussed; parking in the rear is not likely to be used, therefore the applicants are requesting this area not to be lit. Bob Witters asked about future lighting needs. Mr. Zimmerman stated that it would depend on the commercial use and growth needs.

With no further discussion, a motion to approve all waiver requests other than #9.b. of the TEI letter related to fire hydrants, was made by Troy Stacey, seconded by Gary McEwen. All in favor. The motion passed.

A motion to defer a recommendation on the waiver # 9.b. pertaining to fire hydrants until final plan submission and upon receiving input from the Honey Brook fire chief was made by Bob Witters, seconded by Troy Stacey. All in favor. The motion passed.

A motion to recommend conditional preliminary plan approval based on compliance with the TEI letter dated December 5, 2014, was made by Troy Stacey, seconded by Gary McEwen. All in favor. The motion passed.

Swampy Hallow Manufacturing – Final Land Development Plan

Allan Zimmerman, of Commonwealth Engineers, Inc., was present for the applicants. They are requesting lighting and landscaping input tonight, still waiting on Department of Environmental Protection (DEP) input regarding their NPDES permit.

Mike Reinert briefly reviewed the TEI letter dated December 4, 2014 noting that the applicant will revise the plans and resubmit at a future meeting. Since the application is a minor land development plan, the landscaping requirements are at the discretion of the Township. The applicants would like to eliminate the seven (7) river birch trees in or along the basin and replace with a wetland seed mixture.

The plan does not have any proposed lighting and the applicant's current business utilizes a natural gas generator for heat and power. There is no proposed business being conducted at night, therefore it is preferred to utilize a generator at this location. The Planning Commission was amenable since it is similar to their existing business. Mike Reinert suggested adding a note to the plan to address this issue for future reference.

In summary, the Planning Commission is generally in agreement with the landscaping and lighting as discussed at this meeting. The applicant agreed to include tonight's comments in the revised plan submission to the Township.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

None

Other Business

The Planning Commission requested examples of landscaping ordinances from other municipalities to consider at a future meeting.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

January 5th - Reorganization & Regular Board of Supervisors Meeting (7:00 pm)*

January 15th - Parks & Recreation Committee (7:00 pm)

January 20th - Land Preservation Meeting (8:00 am)

January 20th - Land Preservation Farmer's Breakfast (9:00 am)

January 21st - Planning Commission Workshop (7:00 pm)

January 22nd - Planning Commission Regular Meeting (7:00 pm)

*Note Date Change due to Reorganization

Adjournment

With no further business, a motion to adjourn the meeting was made by Troy Stacey, seconded by Bob Witters. All in favor. The motion carried. The meeting was adjourned at 9:07 PM.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission