

**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