

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