

**Honey Brook Township Planning Commission
Regular Meeting Approved Minutes
June 25, 2015**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, June 25, 2015, at the Honey Brook Township Building. The meeting was called to order at 7:09 p.m. by Chairperson Susan Lacy. Commissioners present were Gary McEwen, Leslie Siebert, Terry Schmidt, and Bob Witters; Jennifer McConnell, Technicon Enterprises, Inc. (TEI), Township Engineer, was also present.

Absent: Troy Stacy

Guests: Members of the Honey Brook Borough Planning Commission and Borough Engineer Chris Falencki

Minutes:

There was no May Planning Commission meeting held. With no additions or corrections, a motion to approve the April 23, 2015, Planning Commission meeting minutes was made by Gary McEwen, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1) Land Development Plan: Lanchester Properties (Tax Parcel # 22-7-72 & 12-4-60), Horseshoe Pike

-Technicon Review Letter dated June 12, 2015

-Weiser Engineering Consultants letter dated June 18, 2015

-Team Ag letter dated June 24, 2015

Members of the Borough Planning Commission were present, however it was noted that not a quorum of members. Chris Falencki, PE, borough engineer, indicated that the Borough Planning Commission discussed the plan at their regular meeting on Wednesday June 24, 2015 and members would like a revised preliminary plan addressing the review letter comments prior to any action on the plan. Jennifer McConnell indicated that the last meeting in which the plan was discussed was January, 2014, and not all current members were present and requested that the applicant's engineer present an overview of the project and recent updates.

Some background was presented in brief for new members by Randall Hoover, PE for the applicant Lanchester Properties: The initial review showed some zoning issues that needed to be addressed within the borough. Parking spaces were a main issue; additional parking spaces were added. The building footprint itself was reduced in size. There is now only one phase now (reduced from two). The StormWater Management

plan was also revised based upon initial review by the Conservation District and PADEP for the NPDES permit which is now under technical review. Mr. Hoover also indicated that a waiver request letter was submitted to the Township along with a revised traffic study and signage plan.

Mr. Falencki offered comments on behalf of the Borough Planning Commission based upon the review of the plan at the Borough's June 24th PC meeting:

- The actual building setback lines need to be depicted on the plans
- Per borough ordinance, fencing in addition to landscaping is required around the trash dumpster; A detail shall be added to the plans and 9 arborvitae, min 5' tall shall be provided.
- There is one way access into the property, which is 27 ft wide. The borough would like this reduced to approximately 20' and install landscaping in the area of removed pavement (min 5' wide); They also need a barrier to protect the existing utility pole in this area or it should be relocated.
- Signage changes are necessary and the revised signage plan from the applicant will be reviewed; Signage may also depend on PennDOT requirements.
- There needs to be curbed islands at the end of all parking aisles. This was jointly discussed with the Township and it was determined all islands within rows and parking at all ends shall be curbed and the reduced size islands (approx 5' wide) are adequate. The Borough requested two shrubs in addition to the one tree per island and the Township expressed landscaping in the parking lot should be consistent between Twp/Borough parking areas; Mr. Hoover concurred that islands would be curbed. This is a waiver request before the Township.

Jennifer McConnell opened discussion on the waiver requests noting the parking lot island waiver was already discussed. Continuing on landscaping, the Township frontage would require 3 trees (1 per 40' of frontage); the applicant has proposed 2 trees in the 60' area between driveway entrance/exits. In terms of lot line buffers, the applicant has provided an aerial showing existing vegetation and proposes arborvitae to fill in gaps in existing vegetation. For basin landscaping, the applicant indicates that it is surrounded by the lot line buffers and an existing group of woods on-site and is to be planted with a wetland seed mix. Planning Commission members expressed they are essentially in agreement with the proposed landscaping.

Jennifer McConnell continued through the items in the waiver letter. The 24' wide parking drive aisle instead of 25' required is consistent with the borough, a different paving section is proposed again consistent with borough requirements. The stormwater calculations are based upon existing impervious cover, with 20% considered meadow, and a flat bottom basin is proposed for infiltration. Both of the stormwater waivers would be

consistent with current ordinance requirements. TEI does not have an issue with any of the requested waivers.

Mr. Falencki asked about proposed signage, and if on the township side, should there be “exit right only” sign? Jennifer McConnell will send her updated comments to the applicant based upon the revised signage plan submitted by the applicant.

Mr Falencki asked about lighting, questioning if more illumination is needed, and spillover. The applicant shall submit a plan showing lighting isometrics to ensure requirements for intensity within parking areas and spillover at lot lines is met.

Mr. Falencki indicated that the Borough is currently actively enforcing their curbing and sidewalk ordinance and the areas along the property frontage will need to be repaired/replaced as necessary. Mr. McEwen asked that given the scope of the repair costs, whether it was fair to have the applicant bear the cost for this, or is it a PennDOT responsibility? Mr. Falencki stated that Borough ordinances indicate it is a landowner responsibility regardless of being in the PennDOT ROW and it may require an HOP. The applicant should contact the Borough Code Official to determine deficient curb/sidewalk areas.

Mr Falencki asked about the project escrows, would they be split between the township and the borough? Jennifer McConnell and Christopher Falencki will discuss this later.

Bob Witters asked whether there would be any walking trails, and who would have access? There are no walking trails proposed but there is sidewalk along the frontage.

Terry Schmidt asked who is responsible for the maintenance of the trees and landscaping; Jennifer McConnell responded that there is an 18 month maintenance period after planting. After that, there is not active enforcement, but if a complaint came in regarding removal of landscaping, or dead vegetation that impacted the effectiveness of a buffer it would be addressed. The applicant intends to continually maintain the buffers.

Jennifer McConnell continued through the review letter: the usual permits are pending, a revised traffic study was just submitted and will be reviewed. It is necessary to obtain PennDOT determination of whether the existing driveways are permitted, and acceptable as is, or if new HOPs are necessary due to the change in use. In summary, no action is necessary tonight. We will discuss further at a later meeting once issues related to PennDOT and PADEP for NPDES are worked through and revised plans submitted.

2) Preliminary Plan: Riehl, LP - Westbrook Drive
-Commonwealth Engineers waivers request letter dated June 9, 2015
-Technicon Review Letter dated June 24, 2015

Michael Cohen, EIT, project manager, gave an overview for the applicant, Sam Riehl, owner. The business is King’s Tables, which is proposing to move to a new location still

within McConnell Industrial Park. The new building is 44,000 square feet in size, of which 750 square feet is office space, and the rest is warehouse. The business manufactures (builds) outdoor lawn furniture. There are two entrances off Westbrooke Drive; One is one-way for traffic flow around the site, and the entrance/exit is for entrance of delivery trucks only to access three loading bays.

The first determination was whether this was a major or minor plan. The applicant labeled it as major to be conservative but requested that it be reviewed similar to the Swampy Hollow Land Development which was recently approved and is also within the industrial park. Jennifer McConnell indicated the type of development is similar and that the Planning Commission could consider allowing this as a minor land development with a simplified traffic analysis required. The planning commission concurred.

Mr. Cowen indicated that the applicant could comply with all issues raised in the review letter. Landscaping was discussed as it is at the PC's discretion for minor land developments. They felt the proposed landscaping was suitable but Susan Lacy recommended that some of the proposed shrubs along the basin be traded for trees along the south and west side of the building for energy conservation purposes.

The requested waivers for paving section, access drive width without a divider, raised islands for the parking spaces behind the building, basin outlet pipe location and basin inlet pipe inverts were discussed and no issues or concerns were raised.

Outside agency approvals for sewer and water are pending. Fire hydrant locations must be shown to determine compliance with Ordinance requirements and required pressures provided at the building at hydrants.

Bob Witters asked if there are any issues with access for fire trucks? Jennifer McConnell responded that the plan allows for full circulation around the building. Plans are typically sent to the fire marshal for major land developments and/or projects where site access is a concern (dead-ends, etc).

The time clock is 90 days from tonight, and therefore no action needs to be taken at this time. The Planning Commission requested that revised plans be resubmitted before a formal recommendation on waivers or plan approval is made.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

Landscaping Ordinance discussion - examples previously provided, and Jennifer McConnell will resend them for review in response to requests. She will discuss with Mike Reinert and draft a landscaping ordinance with suggestions, for initial discussion.

Correspondence of Interest:

None

Other Business

Melissa Needles letter of interest to serve on Planning Commission with vacancy for term to expire December, 31, 2015: Members again expressed that they would like to meet with the candidate. Are there any alternatives? Bob Witters expressed that he would like to have a representative from Planning Commission attend the Board of Supervisors meetings, and ideally have a supervisor attend the Planning Commission. Members agreed to defer a decision on Melissa Needles until input from the Supervisors on this matter.

Joint Comprehensive Plan Update: There will be a joint public hearing for the comprehensive plan held at the borough on July 7th, to which PC members are encouraged to attend for support. The Township Board of Supervisors meeting is July 8th at which they will consider adoption of the Plan. Communication around these meetings was discussed, with the intent being enough notice for township residents to be aware and to participate, should they choose.

Upcoming Meetings - All dates subject to change

July 2nd - Board of Supervisors Workshop (7:00 pm)

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

July 15th - Planning Commission Workshop - if needed (7:00 pm)

July 21st - Land Preservation Committee Regular Meeting (7:00 pm)

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

Adjournment

With no further business, a motion to adjourn the meeting was made by Bob Witters, seconded by Terry Schmidt . All in favor. None opposed. The meeting was adjourned at 9:10 pm.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission