

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
January 28, 2016
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, January 28, 2016, at the Honey Brook Township Building. The meeting was called to order at 7:04 p.m. by Chairperson Susan Lacy. Commissioners present were Gary McEwen, Leslie Siebert, Bob Witters, Melissa Needles and Troy Stacey. Township engineer, Jennifer McConnell, of Technicon Enterprises, Inc. II, was also present.

Absent: Terry Schmidt

Guests: Travis Stacey, Supervisor

Reorganization:

With no discussion, a motion to recommend that Susan Lacy remain as Chair of the Planning Commission for 2016 was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no discussion, a motion to recommend that Gary McEwen remain as Vice Chair of the Planning Commission for 2016 was made by Bob Witters, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no discussion, a motion to recommend that Leslie Siebert remain as Secretary of the Planning Commission for 2016 was made by Troy Stacey, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Minutes:

With no additions or corrections, a motion to approve the December 10, 2015, Planning Commission meeting minutes was made by Bob Witters, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

Riehl Land LP Land Development (Tax Parcel Number 22-3-79)

- ~ *Waivers request letter, Commonwealth Engineers, December 22, 2015*
- ~ *Heinrich & Klein Associates, Inc. traffic letter dated December 28, 2015*
- ~ *TEI letter dated January 7, 2016*
- ~ *Subdivision plan rev. 3 dated December 21, 2015*

Michael Cowen, EIT, Project Manager, Commonwealth Engineers, was present for the applicant who is proposing a warehouse industrial building with a small office area on Westbrooke Drive. Jennifer McConnell indicated that the most recent plan submission addressed the majority of the comments from the original June 24, 2015 review letter. The majority of the comments in the current TEI review letter dated January 7, 2016 are related to waiver requests, outside agency approvals and administrative items.

Mr. Cowen indicated that the applicants are in the process of obtaining NPDES permits and final water / sewer line design approvals and anticipate receive those shortly. He confirmed that the applicant is able to address all comments in the TEI January 7, 2016 review letter provided the requested waivers are granted. Tonight he indicated the applicant is also seeking a recommendation for conditional final plan approval.

Jennifer McConnell noted that there are six waivers requested as outlined in Commonwealth's December 22nd letter. The SALDO waivers are related to access drive width without a median due to truck access, a partial waiver for raised parking islands for the spaces behind the building and for paving section. There are also three stormwater related waivers for basin outlet pipe, outlet pipe material and basin pipe invert elevations to which Jennifer McConnell had stated no objection to.

Susan Lacy asked why no raised islands. Mr. Cowen responded that no raised islands was only for three parking bays in the back of building that are on a diagonal. There will be raised islands for parking on the side near building entrance.

Gary McEwen asked what the business is, and who does the NPDES. Mr. Cowen responded that the business manufactures outdoor furniture- King Tables; and the Chester County Conservation District.

Jennifer McConnell reminded members that this is a minor land development plan. She asked for input on the suitability of proposed landscaping. Susan Lacy suggested moving the evergreen and pine from within the rain garden in the rear of the site due the potential for too much moisture and replace with birch.

After limited discussion, a motion to recommend support of the waiver requests by Commonwealth Engineers in a letter dated December 22, 2015, to the Board of Supervisors was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no further discussion, a motion to recommend Conditional Final Plan Approval contingent upon compliance with TEI's January 7, 2016 review letter for Riehl Land LP to the Board of Supervisors was made by Troy Stacey, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

None scheduled – see "Other Business"

Pending Ordinances

1. *Draft Ordinance 180-2016 Amendments to SALDO*
2. *Draft Ordinance 181-2016 Amendments to Zoning*
3. *Draft Ordinance 182-2016 Amendments to Junkyard Ordinance*
4. *Draft Ordinance 183-2016 Amendments to Stormwater Ordinance*

Jennifer McConnell referred to the above documents made available to members. 1, 2, & 4 have been finalized as a result of discussion at the previous month's meeting. Susan Lacy asked regarding 180-2016 (SALDO), page 3 (E), whether landscaping is maintained "for the life of the proposed development". Gary McEwen asked for clarification of the

definition for the 'life of the project' vs 'life of the proposed development.' Life of the proposed development is basically "forever." The "life of the proposed development" wording was at the recommendation of the Township Solicitor's office.

Bob Witters raised a comment about fee 'in lieu of' for tree replacement, and where the money goes and what it can be used for. Jennifer McConnell responded that this is a standard procedure, similar to recreation fee-in-lieu. If, based upon site conditions, replacement plantings aren't feasible or practicable on a site, a fee-in-lieu can be established and paid, at the Township's discretion, and those funds would be utilized for vegetative plantings in other parts of the Township as the need arises.

In reference to (3) 182-2016 Junkyard Ordinance, there were modifications made based upon the fence height, junk height and screening comments made at the last PC meeting. The amendments now require a minimum 8' fence height and allow junk to be stacked to 8'. Junk heights may be increased to 15' provided adequate screening is provided from street rights-of-way and adjoining residential uses/districts. Gary McEwen asked whether current yards have to comply with the new ordinance. Jennifer McConnell indicated that current junkyards would need to adhere to the junk height requirements and provided screening as required to go above the 8' height limit.

With no further discussion, a motion to recommend approval of the draft ordinances 180-2016, 181-2016, 182-2016 and 183-2016 to the Board of Supervisors was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Correspondence of Interest:

None

Other Business

Fisher Variance: Without documentation for members, Jennifer McConnell presented a variance request that was just received by TEI that evening. The Fisher's, 120 Stoltzfus Lane, own a large agricultural property that contains existing farm buildings to the rear of the property. They plan to demolish some barns and a silo in order to build a new heifer barn. The agricultural zoning district requires a 100 foot setback for agricultural structures housing more than 10 animals. The variance request is to allow an approximate 60' setback from the rear lot line in lieu of the required 100' due to the existing farm operation configuration. It appears that surrounding properties are agricultural in nature and may be relatives. All neighbors would be notified of the zoning hearing and given an opportunity to raise any concerns.

With no further discussion, a motion to recommend support of the variance request to the Board of Supervisors was made by Bob Witters, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Township Emails: Susan Lacy asked about the recent option of using township based option for emails. Susan and Bob Witters are currently using the township emails. Jennifer McConnell will note and update her addresses.

PC Representation: Bob Witters asked whether it was preferred or required to have a Planning Commission representative attend and report on PC actions at the Supervisors' meetings. Chairperson Susan Lacy is not required to attend, nor does she attend every meeting. Members agreed that TEI is in the best position to give PC status updates; however PC members are invited to attend as desired and offer any supplemental information as appropriate. Jennifer McConnell indicated that she would share the final draft PC minutes with members after they are reviewed.

Workshop Meetings: Susan Lacy reminded members that workshop meetings will begin in February for the zoning update and to keep the second Thursday reserved for these meetings going forward. Susan will follow-up with Brandywine Conservancy regarding the schedule for the zoning update meetings.

Upcoming Meetings - All dates subject to change

February 4th - Board of Supervisors Workshop (7:00 pm)
February 10th - Board of Supervisors Regular Meeting (7:00 pm)
February 11th - Planning Commission Workshop (if needed) (7:00 pm)
February 18th - Parks and Recreation Committee Meeting (7:30 pm)
February 25th - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, a motion to adjourn was made by Troy Stacey, seconded by Gary McEwen. All in favor. None opposed. The meeting was adjourned at 8:06 pm.

The next Planning Commission meeting will be February 25th, 2016.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission