

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
September 22, 2016  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, September 22, 2016, at the Honey Brook Township Building. The meeting was called to order at 7:03 p.m. by Chairperson Susan Lacy. Commissioners present were Susan Lacy, Gary McEwen, Leslie Siebert, Bob Witters, Terry Schmidt, and Troy Stacey. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Melissa Needles

Guests:

**Minutes:**

With no further discussion, additions or corrections, the Chair called for a motion to approve the August 25, 2016, Planning Commission meeting minutes. The motion was made by Gary McEwen, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

**Subdivision/Land Development Applications**

1. Chester County Solid Waste Authority (22-3-10) & John B. Seldomridge (22-3-12) Lot Add-On Plan 2016-B

- Technicon Enterprises, Inc. (TEI) letter dated September 16, 2016
- Plan Dated August 3, 2016

Engineer Chris Falencki returned back with this lot annexation plan now formalized from the sketch plan presented last month. Mr. Falencki stated that originally only a portion of the RR bed was going to be annexed, however this would worsen the existing non-conforming lot area which violates the Zoning Ordinance. Jennifer McConnell indicated that the minimum lot area in the I-Industrial District is 2 acres and the entire RR bed is only 0.94 acres. The applicants will annex the entire RR bed to the three adjoining properties – Seldomridge and two residential lots owned by the CCSWA. The applicants will comply with all other review letter comments and make the changes as recommended. Mr. Falencki indicated that a waiver is requested for using iron pins, in lieu of monumentation for the new property corners. The applicant is also seeking a recommendation for conditional final plan approval, based on September 16th TEI letter.

With no further discussion, a motion to recommend that the Board of Supervisors (BOS) grant the following waiver requests: Section 503.B(4) & 621 to allow pins around the property boundary in lieu of concrete monuments 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 that the BOS grant conditional final plan approval for the Chester County Solid Waste Lot Annexation Plan provided the applicant satisfies all comments in the TEI review letter dated September 16, 2016, was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

## 2. Honey Brook Community Church (22-7-72) Final Land Development Plan 2016-9

- Technicon Enterprises, Inc. letter dated September 16, 2016
- Plan dated August 30, 2016

Cameron L. Renehan, EIT., Jr. Engineer, Team Ag Inc., representing the applicant, Honey Brook Community Church:

Jennifer McConnell provided an update that the applicants received conditional preliminary plan approval last September (2015). The main items were taken care of including stormwater, parking count and layout, landscaping, waivers, etc.; the applicant had been working over the last year to obtain outside agency approvals such as NPDES, PennDOT, Water/Sewer Authority, etc. Jennifer McConnell indicated that these have now been obtained and the applicant has now submitted Final Land Development Plans for review / approval.

With no further discussion, a motion to recommend that the BOS grant conditional final plan approval for the Honey Brook Community Church/Landchester Properties Final Major Land Development Plan, provided the applicant satisfies all comments in the Township Engineer's letter dated September 16, 2016, was made by Gary McEwen, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

## 3. Tel Hai Cherry Drive (22-10-10.1) Land Development Plan 2016-10

- Technicon Enterprises, Inc. letter dated September, 16, 2016
- Plan dated September 6, 2016

Alex Piehl, RGS Associates, and Mr. Joseph Swartz, CEO of Tel Hai, were in attendance to present the Tel Hai Cherry Drive project. Under this project, four existing cottage style buildings are proposed to be demolished and replaced with new townhouse buildings. There will be a net increase of 3 dwelling units. Jennifer McConnell, referring to the TEI letter dated September 16th, indicated that the plan appears to comply with all of the zoning requirements based upon a prior Settlement Agreement between Tel Hai and the Township with regards to development within the Retirement Community.

In reviewing the SALDO related review letter comments, Jennifer McConnell indicated that the plan had been submitted as a minor land development plan. The SALDO speaks to the Planning Commission considering plans as minor land developments if they have a limited impact on the surrounding areas, etc. Major land development plans would be required to obtain separate preliminary and final approvals, provide a traffic study, and require waivers for landscaping if Ordinance requirements were not met. It was noted that a traffic study for Tel Hai was recently completed with the large-scale expansion project that's been underway for the past 4-5 years. In terms of landscaping, for minor land development plans, the PC has discretion as to what is suitable for the proposed development.

Leslie Siebert asked about the estimated time frame on the relocation for the current residents on Cherry Drive, and how many residents will be affected. Mr. Swartz responded with a 3 - 6 month time frame, and most cottages are empty but for two residents who will be relocated to other areas on the campus, to equal or better accommodations.

All of the "roads" within Tel Hai are technically access drives by Ordinance standards, but recent new "roads" have been designed and built to Township road standards. All roads are maintained by Tel Hai. No connection between Cherry Drive and Treeline Drive is proposed due to a large existing swale and pedestrian walkway and a desire to not create another

“through-way”. A waiver is being requested for the use of a hammerhead turnaround in lieu of a full cul-de-sac due to limited space. The plan has been submitted to the Fire Marshall for approval of a hammerhead turn around. A waiver will be requested for parking, as some parking areas are less than 20 feet from the residential dwellings. The buildings will be served by the existing water / sewer from the community but new water lines and hydrants will be run off the nearby water main. The townhomes will be sprinklered.

The review letter indicates that landscaping for minor land developments is at the discretion of the Planning Commission. Jennifer McConnell indicated that the quantity of plantings provided is close to the new landscaping standards though primarily deciduous trees rather than a mix of evergreen and deciduous trees are proposed. Susan Lacy asked for a clarification on the types of trees, as they could not be read clearly on the plan. Alex Piehl clarified “sweetgum” was the one that was illegible on the plan.

Jennifer McConnell moved to the stormwater review comments, indicating that an NPDES permit is in process. There are two small basins that comply with peak rate controls and groundwater recharge requirements; a waiver is being requested to utilize a portion of the groundwater recharge volume for the peak rate runoff calculations. TEI is not opposed to this waiver request, as the entire recharge volume is expected to drain within 48 hours and there are additional stormwater facilities downstream prior to runoff leaving the site.

With no further comment, a motion to recommend that the BOS grant the following (3) waiver requests for Tel Hai Cherry Drive Minor Land Development Plan was made by Troy Stacey, seconded by Bob Witters. Two abstained due to personal conflict (Terry Schmidt, Gary McEwen). None opposed. The motion carried.

1. Section 22-606.2 to allow a hammerhead turnaround in lieu of a full cul-de-sac for the Cherry Drive dead-end access drive
2. Section 22-617.1.D to allow the off-street parking spaces to be 10 feet from dwelling units
3. Section 20-308.H to allow for the entire volume control storage to be utilized for peak runoff rate calculations for the stormwater basins

With no further discussion, a motion to recommend that the BOS grant conditional final plan approval for the Tel Hai Cherry Drive Minor Land Development Plan provided the applicant satisfies all comments in the TEI review letter dated September 16, 2016 was made by Troy Stacey, seconded by Bob Witters. Two abstained due to personal conflict (Terry Schmidt, Gary McEwen). The motion carried.

Bob Witters made a point about changing the term “Continuing Care Retirement Community” to “Life Plan Community” in upcoming Zoning Ordinance changes due to the language being dated. Mr. Swartz indicated that the care concept is changing to include the more active residents who are moving into these communities and the varying levels of care provided across the industry nationally. Tel Hai has adopted this more updated terminology.

## **Zoning Hearing Board/Conditional Use Applications**

### **Seldomridge Limited Partnership (22-7-73.1B), 100 Village Square, Conditional Use Application**

- Application
- Technicon Enterprises, Inc. letter dated September 20, 2016

Vernon Stoltzfus was present as the applicant requesting to utilize 4 of the 7 retail space units in the Village Square center for church use. This church began as a small group meeting in a home. It has been growing in number to between 45 - 55 members. In addition to Sunday morning services, there is a Tuesday night Bible study for between 25 - 30 members. The church's mission base is in Honey Brook; they are involved with the Youth Center and Steeple to People thrift shop.

Jennifer McConnell reminded members that churches are permitted as a conditional use in this zoning area. The Conditional Use application is before the Committee and a review letter dated September 20, 2016 was issued by TEI.

Susan Lacy asked about parking spaces. Jennifer McConnell responded that parking for churches is based on the maximum allowable number of occupant seats. It was noted that there really isn't space for parking area expansion. There was discussion over the number of vehicles that would be at the church services and the applicant indicated about 25+/- vehicles on Sundays and 15+/- on Tuesday nights. Jennifer McConnell noted that the occupancy of the building could be limited at the time of building permit application to correlate to the number of available parking spaces on-site. A question was raised that if the congregation continues to grow, how would parking be addressed? The applicant indicated that then they would move to more than one service on Sundays. Jennifer further suggested that the applicants check on the hours of the existing businesses in the center including the hair salon and office space, in terms of parking availability during the Church's hours of operation. Terry Schmidt asked about the seating capacity. Jennifer McConnell indicated that the Zoning Ordinance requires two spaces for each five occupant seats. (e.g 60 people equals 24 parking spaces). There are entrances on both sides of the building to allow parking in the rear of the building to be used.

Regarding the TEI letter dated September 20, 2016, lot area and width requirements for the underlying zoning district and for churches are met. However, a waiver would be required for building setback as it is 25' from the side lot line, in lieu of the 50' met. The units housing the church are more than 50' from the property line. All existing parking is 25' from lot lines as required, but the Board of Supervisors can determine if additional screening is required. The Planning Commission stated that the existing screening seems reasonable since no changes to the existing buildings/parking is proposed. Review letter # 4.E. states a traffic study is required for proposed use. There was some disagreement and thus further discussion regarding whether a traffic study would add value. Some members thought that Sunday traffic would not be enough impact. Others disagreed, citing the proposed change in the use and timing of traffic, a growing congregation, additional nights, other businesses impacted, and the site being on a state highway. Jennifer McConnell indicated that since the site is located on a PennDOT highway (322), the applicant should obtain confirmation from PennDOT that the existing entrance/exit is suitable for the change in use.

The applicants would need a use & occupancy permit for use as a church and modification to the building may require a building permit. The applicant should determine what use group the building was originally approved for to determine if the building/construction codes may require upgrades for an "Assembly" use. The type of church is a "Calvary Fellowship."

With no further discussion, a motion to recommend that the BOS grant a conditional use for the Seldomridge Partnership Conditional Use Application to operate a church in the specific units of the Village Square Center, while deferring the traffic modification outcome to PennDOT prior to the Conditional Use hearing, maximum occupancy being tied to available parking, granting of a waiver for side lot line building setback, and compliance with the TEI letter dated September 20, 2016, was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

**Pending Ordinances**

None

**Correspondence of Interest:**

None

**Other Business**

Township resident Jason Williams, of 3565 Horseshoe Pike near Cambridge Road wanted to know if there was any plan submission or “anything happening” in regard to potential (78) townhomes on a property adjacent to his.

Jennifer McConnell responded in reference to a plan that was submitted to the township by Honey Brook Estates back to 2006. The township deemed the submission incomplete and a new Zoning Ordinance was adopted shortly after changing the underlying zoning requirements for the property. A court case followed, determining that the township was in error and the plan should be reviewed under the prior ordinance. No new submission has been made to the Township after the court decision. The resident was advised to review the agendas for upcoming meetings which are posted on the Township website for any updates.

**Upcoming Meetings** - All dates subject to change

October 5th - Zoning Ordinance Task Force Update meeting # 8 (7:00 pm)

October 6th - Board of Supervisors Workshop (7:00 pm)

October 12th - Board of Supervisors Regular Meeting and Conditional Use Hearing for Seldomridge (7:00 pm)

October 20th - Parks and Recreation Committee Meeting (7:30 pm)

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

**Adjournment**

With no further business, the Chair called for a motion to adjourn. A motion was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The meeting was adjourned at 8:37 pm.

The next Planning Commission meeting will be October 27, 2016.

Respectfully Submitted,

*Leslie Siebert*

Secretary, Planning Commission