

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
October 27, 2016
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, October 27, 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, Melissa Needles and Troy Stacey. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Terry Schmidt

Guests: Mr. Browne, Mr. Machamer, Mr. Stoltzfus

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the September 22, 2016, Planning Commission meeting minutes. The motion was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Shared, LLC conceptual plan(2208-68.5) 2016-12
— Plan dated 10/13/2016
— Brandywine Conservancy letter dated 10/18/2016

Jennifer McConnell explained that this presentation is a concept sketch plan. The applicant did not request a formal review by TEI. The Brandywine Conservancy did complete a review of the plan and submitted a summary identifying some zoning issues which is attached.

Applicant Mr. Browne explained that he has owned the property since 1998. Mr. Browne met with Mike Brown, the former township manager in 1998 to discuss the Rocklyn Station overlay including workforce housing.

This year, Mr. Browne met with Steve Landes, township manager, and Mike Reinert of TEI in early July, requesting informal feedback on his proposed plan for apartments and townhouses. It was suggested that Mr. Browne focus on one type of housing instead of two. Mr. Browne later met with John Snook of the Brandywine Conservancy in early August to review the plan who issued a review as mentioned above. Based upon the Conservancy's review, a second entrance onto Chestnut Tree Road was added from behind the buildings. Other various details were discussed including parking under the buildings, size of units (1000 SF), circulation, open space, workforce housing, etc. Heath Machamer, PE, asked for a clarification of the ordinance on the allowance of "stacked parking" to meet requirements. Ms. McConnell indicated she would need to review the ordinance.

Bob Witters asked whether the site would utilize public water and sewer; confirmed.

Mr. Machamer noted the presence of a high quality streams, floodplains and wetlands which will require further studies and DEP permitting. It was noted that parking and a portion of the community building is shown within the floodplain – Mr. Machamer indicated a formal hydraulic analysis would be done to formally determine the floodplain limits.

There is a correction in the Brandywine Conservancy's calculation for density of units. The applicant indicated that the Conservancy miscalculated the net lot area to be used as a basis for density calculations. The correct density calculation allows for the 300 proposed apartments.

Melissa Needles asked why apartments and not townhomes? The applicant's response is this type of housing is "meeting a need." The proposed units would be approximately 1000 square feet, 2 bedrooms; applicant has not established a price point yet.

Susan Lacy commented on the additional traffic on 322, with 300 homes, that the project would bring. Scoping meetings with PennDOT are planned and PennDOT permits would be necessary. Traffic studies would also be done and have to take into account the other nearby approved 123 unit +/- housing development.

Gary McEwen recommended going forward with a formal sketch plan review and formal sensitive feature studies to obtain meaningful feedback.

Zoning Hearing Board/Conditional Use Applications

1. ZHB application 2016-9, L & I Properties LLC (TPN-3-64 & 22-3-78) for a sign variance

The applicant Mr. Stoltzfus was present.

Jennifer McConnell stated that the businesses in the Westbrook Drive Industrial Park would like to have a sign identifying the industrial park and the individual tenants in the park. The sign itself is a permitted sign, but the proposed sign height and area are in excess of what is permitted in the ordinance.

Bob Witters asked the reason for not meeting the ordinance. It is not always possible to have an ordinance whose requirements fit every situation. Given the amount of businesses in the park and the speed of traffic on 322, a larger sign is desired.

Susan Lacy asked whether there will be replacement(s) for the tree coming down, suggesting possibly shrubs. Mr. Stoltzfus responded that the tree is dead, with branches coming down, and he planned to take it down this fall anyway. They have put in additional street trees in that area already under the Swampy Hollow land development, with no plan for more.

With no further discussion, a motion to recommend a position of support for the variance application of Levi & Ivan Stoltzfus to allow the installation of a multi-tenant sign for the Westbrook Drive Industrial Park on their property at 22-3-64/22-3-78 larger and taller than that allowed by the Ordinance was made by Troy Stacey, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Pending Ordinances

SALDO Amendments for Recording of Deeds - (Changes in Section 4 & 5 of Amendment)

Jennifer McConnell noted that the SALDO amendments that the PC previously reviewed and recommended adoption of were further updated to include some changes relating to requirements for recording of deeds. It was found that when subdivision plans are recorded at the County, new tax parcel numbers are not always assigned unless the lands actually change hands. This has resulted in a number of properties over the years where subdivisions were recorded but not formally changed in County mapping sometimes resulting in two homes on one lot or "annexed" lots not being formally joined with adjoining. With these amendments, applicants would be required to put up a security to ensure that new deeds and/or lot consolidation deeds are recorded. Once proof of recording is given to the Township, the security will be returned.

Gary McEwen asked how much the security would be and whether it can be tied to just recorder's fees, indicating his opinion that the escrow should not be out of line with what it actually costs. Jennifer McConnell will pass this along to the Supervisors and also noted the security may be a higher than just recording fees in order to be a financial incentive to ensure that the recording is done properly and there are costs associated with preparation of the deeds. The Township wants to ensure lots are created and annexed properly for zoning purposes.

With no further discussion, a motion to recommend the SALDO Ordinance 109-2004 amendment for the requirements for preliminary and final plan submissions to the township for review and requiring financial security to ensure recording of annexation and consolidation deeds for all subdivision plans which include an annexation lot was made by Bob Witters, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Correspondence of Interest:

None

Other Business

1. Comprehensive Plan Implementation Projects

Jennifer McConnell referred to an email sent by Steve Landes referring to two potential projects being considered by the BOS for inclusion in the 2017 budget. These projects would involve working with Brandywine Conservancy and the Land Preservation committee.

1. Prepare updates to TDR ordinance requirements to be more useful and implement programs to make TDRs more visual, understood and more utilized in the township.
2. Update and expand the township's official map. Some discussion followed as to whether the township has an official map and what the goal would be for the project. A map was found on the website from 2008, which is a limited official map related to the Rocklyn Station Overlay.

Members requested more information from Steve Landes as to the goals of the projects. Jennifer McConnell will take this back, or possibly have Mr. Landes come to a future meeting.

2. Susan Lacy brought up the calendar for November and December meetings, relative to the holidays confirming November 10, if there is a meeting, and December 15. It was confirmed that the meetings are slated for November 10th and December 15th.

Upcoming Meetings - All dates subject to change

November 2nd - Zoning Ordinance Task Force Update meeting # 8 (7:00 pm)
November 3rd - Board of Supervisors Workshop (7:00 pm)
November 9th - Board of Supervisors Regular Meeting (7:00 pm)
November 10th - Planning Commission Regular Meeting (7:00 pm)
November 14th - Zoning Hearing Board, L & I Properties (7:30 pm)
November 16th - Land Preservation Committee Regular Meeting (7:00 pm)
November 17th - Trail Study Committee (7:00 pm?)

Adjournment

With no further business, the Chair called for a motion to adjourn. A motion was made by Troy Stacey, seconded by Melissa Needles. All in favor. None opposed. The meeting was adjourned at 8:29 pm.

The next Planning Commission meeting will be November 10, 2016.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission