

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
September 28, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, September 28, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Susan Lacy, Chair. Commissioners present were Bob Witters, Troy Stacey, Terry Schmidt, Gary McEwen, Melissa Needles and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: None

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the August 24, 2017, Planning Commission meeting minutes. The motion was made by Bob Witters, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. 2017-3, Chester L. and Rebecca Jane Stoltzfus and Henry J and Sadie S Stoltzfus (22-7-51.1, 22-7-51, 22-7-50.1, 22-7-62)

- Township Engineer letter dated September 28, 2017
- Plan dated March 27, 2017 and revised September 26, 2017

Jennifer McConnell provided an updated plan and response letter from Concord Land Planners and Surveyors and an updated review letter from Technicon to members upon arrival to the meeting. She explained that this plan intends to annex a portion of Lot 2 to Lot 1 in order to make Lot 1 ten acres in size. In doing so, however, the remaining area of Lot 2 fell below 20 acres. A minimum of twenty acres is required for Lot 2 due to the existing principal dwelling and two accessory dwellings. Therefore a 2.5 acre portion of TPN 22-7-50.1 / TPN 22-7-62 (this is one lot per deed, two parcel numbers are assigned due to existing Chester County R/W) is proposed to be annexed to Lot 2 to provide a minimum 20 acres of lot area. The residual portion of TPN 22-7-50.1 / 22-7-62 meets Zoning ordinance requirements after the annexation. The result is all three lots are in compliance with the township ordinances. The only waiver request is for monumentation – to not monument the entire boundaries of Lot 2 and TPN 22-7-50.1 / 22-7-62. Pins will be installed along the proposed lot lines.

The applicant was present. Bob Witters asked the applicant whether he has seen the comment letter and agrees to meet the requirements in the engineer's letter and he agreed.

With no further discussion, the Chair called for a motion for the waiver request for monumentation for the Chester L. and Rebecca Jane Stoltzfus and Henry J and Sadie S Stoltzfus lot annexation plan. The motion to support was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion that the Chair sign the Sewage Planning Non-Building Waiver once approved by the Township SEO (CCHD). The motion was made by Troy Stacey, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to recommend granting conditional final plan approval, based on meeting the items in the TEI letter dated September 28, 2017. The motion was made by Troy Stacey, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

2. 2017-9, Barry Wilson, Edward Wilson and Kenneth Wilson, two lot subdivision plan, 1192 Suplee Road (22-5-42)

- Township Engineer letter dated September 22, 2017
- Plan dated August 26, 2017

Kris Phillips, of Abacus Surveying, was present to represent the applicants. The applicants were also present. Referencing the plan drawing, Jennifer McConnell explained that the applicant would like to carve out a lot around an existing dwelling. The proposed lot and the residual tract will be considered flag lots due to the proposed lot widths, but overall the configuration does comply with the Zoning ordinance. The only Zoning issue to note is an existing shed on the residual lot that must be addressed.

Kris Phillips further explained that the adjoining residential lots were previously subdivided off for family members and the proposed lot would also be for a relative. The residual farm will remain agricultural and owned by the Wilson family. He indicated that the existing shed will be moved onto the house lot. Jennifer McConnell stated that a shed under 300 square feet needs to be only 10 feet from the lot line and stated that the relocated shed location must be shown on the plans.

The plan was reviewed as a minor subdivision and as such, landscaping is at the discretion of the Planning Commission. The Planning Commission made no landscape suggestions, indicating that landscaping wasn't necessary for this proposal particularly since there's no development proposed. Kris Phillips indicated that they would address the other items in the Technicon review letter.

Bob Witters asked the applicants whether they have seen the comment letter and agree to meet the comments in the engineer's letter and they agreed.

The applicants will address the suggestions from this discussion and return to a future meeting.

With no further discussion, the Chair called for a motion that the Chair sign the Sewage Planning Non-Building Waiver for the Wilson plan once approved by the Township SEO (CCHD). The motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

3. 2017-7, Christian S. and Barbara F. Fisher, 2000 Cambridge Road, one lot subdivision sketch plan (22-7-83)

- Township Engineer letter dated September 20, 2017
- Plan dated August 28, 2017

Kris Phillips of Abacus Surveying gave a brief update as the applicants were not present. He provided a sketch plan for the existing parcel, which is 78 acres on Cambridge Rd. Two homes are already there. The proposed plan is subdividing the existing tract into two lots, one being 10 acres and the other 68 acres. There is no new buildings proposed. There is a shared well so the plan is to put in a new well to serve the 10 acre parcel. A shared wood boiler will remain; so an easement will be necessary. Gary McEwen suggested that in addition to an easement for the wood boiler, a formal maintenance agreement should be established in case it is not always a family sharing the property.

Kris acknowledged that the calf and horse barns do not meet the required 100'/60' setbacks and that the applicant will be seeking variances for these. The property is under a conservation easement and Kris indicated that the County has signed off on the conservation easements. Jennifer McConnell also added that a variance would be needed for side yard setbacks on the sheds and it was noted that the number of existing sheds under 300 SF is an existing non-conformity and the existing number of sheds must be stated on the plans.

An existing barn is used for a small business with three employees (family members). Jennifer McConnell stated that rural occupation paperwork has been provided, the business would have to be legitimized prior to filing the plan.

Bob Witters asked the applicants' representative whether they have seen the comment letter and agree to meet the comments in the engineer's letter and he agreed.

No action is being requested at this time. The applicant will return with additional information and a variance application at a future meeting.

4. 2017-8, Clara I. Patton, 53 Mill Road, Lot Line Change (22-3-58 & 22-3-53)

-Township Engineer letter dated September 22, 2017

-Plan dated September 11, 2017

Kris Phillips of Abacus Surveying provided information prior to the plan submission. Kris indicated that the proposed plan is to adjust the lot lines of two lots in order to create two 10-acre lots. It was noted that Lot 3 is proposed to be annexed to a lot across Route 322. It appears that there may be some further deed research needed in order to determine if the lot north of Route 322 is or is not currently part of Lot 3. If it is not, then the proposed configuration does not meet the Zoning Ordinance definition of "Lot" and would require a variance, or for Lot 3, south of Route 322, to remain a minimum of 10 acres. If it is one contiguous tract then a variance may not be necessary. The applicant shall provide the deeds for all involved lands for Township solicitor review. The deed for the lot north of Route 322 was dated 1951 which is prior to the construction of Route 322 in its present configuration. The property is under Act 319 and the gross lot area has to be minimum ten acres. The applicants want to keep both lots 10 acres for the 319 qualification. It was suggested to provide the original deed in order to show hardship.

Kris indicated that the applicants might want to put a barn up at some point on Lot ½. It was noted that the submission would no longer be a "minor plan" if disturbances are proposed. It is recommended that the barn be handled simply as a building permit. It is noted that the proposed barn location does not meet required setbacks based upon the current lot configuration and would not be permitted until the lot annexation is complete and/or the barn is relocated to meet current Ordinance setbacks based upon the existing lot line.

No action is being requested at this time. The applicant will return at a later date with additional information, and a variance application if required, at a future meeting.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

None

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

October 4 - Dog Kennel Task Force (7:00 pm)

October 5 - Board of Supervisors Workshop (7:00 pm)

October 11 - Board of Supervisors Regular Meeting and Conditional Use Hearing 2017-7, Ever Kauffman Kennel) (7:00 pm)

October 12 - Trail Study Committee Regular Meeting (7:30 pm)

October 19 - Park & Recreation Committee Meeting (7:30 pm)

October 26 - Planning Commission Regular Meeting (7:00 pm)

It was noted that November's Planning Commission Regular meeting will occur on November 9th, and December's meeting will occur on December 14th, due to the holidays.

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Terry Schmidt, seconded by Bob Witters. All in favor. None opposed. The meeting was adjourned at 8:17 pm.

The next Planning Commission meeting will be October 26, 2017.

Respectfully Submitted,

Leslie Siebert

Commissioner and Secretary, Planning Commission