

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
January 25, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, January 25, 2018, 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, and Melissa Needles. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Leslie Siebert (resignation has been submitted to BOS, but not yet acted upon)

Guests: None

Reorganization: This was the first Planning Commission of the new year and as such, the PC held their reorganization. A motion was made by Gary McEwen, seconded by Melissa Needles to elect Susan Lacy as Planning Commission Chair. All in favor, none opposed. Motion carried.

Next a motion was made by Bob Witters, seconded by Troy Stacey, to elect Gary McEwen as Vice-Chair of the Planning Commission. All in favor, none opposed. Motion carried.

A motion was made to elect Melissa Needles as Secretary, but Melissa expressed that she was not interested due to other time commitments. Further discussion ensued whether the Secretary had to be a PC member and/or if the actual drafting of minutes could be done by someone not on the PC. A motion was made to appoint Melissa Needles as Secretary who would take notes at the meeting and then allow Jennifer McConnell, Township Engineer, to draft the minutes. All in favor, none opposed.

Minutes:

Upon review and with no further discussion, additions or corrections, the Chair called for a motion to approve the December 14, 2017 Planning Commission meeting minutes. The motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Elmer Beiler Subdivision #2017-12, 2075 Compass Road (Tax Parcel Number 22-9-19)
 - Engineer letter dated January 10, 2018
 - Plan dated December 5, 2017

Kevin Witmer of Impact Engineering, was present representing the applicants. Jennifer McConnell noted that the purpose of the subdivision is to create one lot for a single-family dwelling. The review letter comments were discussed, noting that the plan complies with Zoning Ordinance requirements once a few additional development notes related to sensitive features are added. Similarly, for compliance with the SALDO a few additional items are to be added to the plan, a sewage planning module obtained and confirmation with PennDOT on any required additional road right-of-way. Since the plan is a minor subdivision, landscaping is at the discretion of the Planning Commission. The Planning Commission noted that while they do not feel overall lot landscaping or street trees are necessary, the applicant should consider adding landscaping around the house for energy conservation purposes. Mr. Witmer noted that their office has reviewed the letter and they can comply with all the review comments.

With no further discussion, a motion was made for Susan Lacy, as PC Chair, to sign Component 4A of the sewage planning module as completed by the Zoning Officer by Gary McEwen and seconded by Troy Stacey. All in favor, none opposed. Motion carried.

A motion was then made by Troy Stacey and seconded by Gary McEwen to recommend to the Board of Supervisors (BOS) that they grant conditional final plan approval contingent on the applicant satisfying all comments in the January 10, 2018 TEI review letter. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

CU 2018-1; application of Daniel Kauffman to operate a kennel at 1815 Beaver Dam Rd (TPN 22-10-3.2).

- Engineer letter dated January 5, 2018
- application dated Jan. 2, 2018

Daniel Kauffman, applicant / operator of Seeing Dog Guard Kennel was present. Omar Kauffman, property owner, was also in attendance. Jennifer McConnell noted that this kennel recently was permitted to operate by the State and that the applicant had promptly responded to the Township's letter regarding the need to apply for a conditional use for the Kennel under Township regulations. His license shows K2, which allows owners to raise (keep) or transfer a total of 51-100 dogs a year. The applicant noted that he is only permitted to transfer up to 59 dogs/year, otherwise his kennel would be considered commercial. The review letter for the kennel prepared by TEI was discussed. It was noted that the property meets the requirements for lot area and setbacks from property lines for kennel structures. Mr. Kauffman brought a copy of his license from the State, a marked-up plan showing the exercise area and an exercise plan. With no further questions, a motion was made by Troy Stacey, seconded by Melissa Needles to take a position of Support for the Conditional Use Application for Seeing Guard Dog kennel. All in favor, none opposed. Motion carried.

Melissa Needles also noted that there are changes in Township kennel regulations forthcoming based upon recommendations of the Kennel Task Force.

Pending Ordinances

None

Other Business

None

Correspondence of Interest:

It was noted that some kennels in the Township received threatening letters in mid-December and that the police were contacted.

Upcoming Meetings - All dates subject to change

- February 8 – Board of Supervisors Workshop Meeting (7:00 pm)
- February 8 – Trail Study Committee (7:00 pm)
- February 14 – Board of Supervisors Regular Meeting (7:00 pm)
- February 15 – Park & Recreation Board Regular Meeting (7:30 pm)
- February 21 – Zoning Update Task Force final meeting (7:00 pm)
- February 22 – Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Bob Witters and seconded by Troy Stacey. All in favor. None opposed. The meeting was adjourned at 7:35 pm.

The next Planning Commission meeting will be February 22, 2018.

Respectfully Submitted,

Jennifer McConnell

Township Engineer