

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
January 28, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, January 28, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Gary McEwen, Chairman. Commissioners present were Terry Schmidt, Troy Stacey, Susan Lacy, Melissa Needles and Erinne Hammell. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Levi Kauffman

Guests: Keystone Court representatives, Matthew Dunn & guest, two Township residents, Mobile 3 Representatives

**Reorganization:**

The meeting was turned over to Township Engineer Jennifer Van Dyke to conduct the reorganization of the Planning Commission. The positions of Chairperson, Vice-Chair and Secretary needed to be filled. The following motions were made:

- Nominate Gary McEwen as Chairperson, made by Melissa Needles, seconded by Troy Stacey, all in favor, none opposed. Motion carried.
- Nominate Melissa Needles as Vice-Chair, made by Gary McEwen, seconded by Troy Stacey, all in favor, none opposed. Motion carried.

After discussion of the secretary role and determination that the Township Engineer will continue to do the meeting minutes, a motion was made by Troy Stacey and seconded by Terry Schmidt to make Erinne Hammell Secretary. All in favor, none opposed. Motion carried.

**Minutes:**

Upon review of the November 12, 2020 Planning Commission meeting minutes, no changes were necessary. With no further comments, the Chair called for a motion to approve the minutes. A motion was made by Troy Stacey, seconded by Terry Schmidt. All in favor. None opposed. Gary McEwen & Erinne Hammell abstained since they were not at the meeting. The motion carried.

**Subdivision/Land Development Applications**

**#2020-8 Mobile 3 Realty, 2232 Horseshoe Pike (TPN 22-8-81 & 22-8-81.1)**

-Plan Dated 11/24/2020; Review Letter dated 12/22/2020, Waiver letter dated 1/26/21

- The applicant's site engineer, traffic engineer, attorney and applicant were present. Mobile 3 intends to redevelop the existing 41 unit part into a 113 lot manufactured home park. A preliminary plan was submitted to the Township and a comprehensive review letter issued by the Township Engineer. The applicant's engineer is working through revisions and does not see any show stoppers in the letter. There were a few key topics and waivers discussed to gain PC input as the applicant continues to revise and fine tune the plan:

- **Bus Stop:** There is PC concern over a bus stop directly on 322 without any type of pull off and stacking of vehicles along Road A (entrance road). Plan should be forwarded to school superintendent, not transportation director, for input. Ideas include addition of right turn lane at Road A, addition of a "pull off" area along 322 near the overflow parking lot with sidewalk access to Route 322 (preferred option), widening Road A to accommodate stacking vehicles, etc.

- **Sidewalks:** Sidewalks on one side of the streets are acceptable provided curb ramps are added. Sidewalk around exterior now connects in three locations to the roadways. Wider

sidewalks at bus stop area may be necessary depending on bus stop location. Discussion occurred over sidewalk along 322 and it was found to not be necessary but zoning requirement to be reviewed.

- Recreational facilities: SALDO requirement for multi-family development of this size requires 3 tot lots, 3 tennis courts, 1 basketball court and 1 multi-purpose field. Currently two playground areas, one in the front and one in the rear are proposed but components have not been fine tuned. Trails exist within the woodlands now and will be enhanced. PC recommended that basketball court and multi-purpose field be considered along with the playgrounds/trails. Trails shall be clearly shown on the plan and recreational facilities further defined for future discussion.

- Landscaping: Reforestation of existing woodlands in lieu of replacement plantings was part of variance approval. Deer protection fence 10-12' high will be a permanent feature and auto-closing gates to allow trail access will be provided. Owner to be responsible for maintenance of woodland & fence. The next submitted landscaping plan will be reviewed in detail by two PC members knowledgeable of good landscaping practices for recommendations of species or arrangement.

- Waivers: Requested street layout waivers for cul-de-sac bulb length (§22-606.1), centerline curve radii (§22-608.2), and vertical curves (§22-609.3) were discussed and relief is requested for a few select locations, the majority of the street layout complies. Requested driveway waivers include setback from intersection for two driveways near the entrance road (§22-615.1.C) and slope to exceed 4% within 25' of cartway for a select number of driveways (§22-615.1.H). The waiver request regarding recreational facilities (§22-625) will be tabled until further information is provided. A waiver request for storm sewers to cross under curbs and sidewalks is necessary due to the configuration of utilities and existing site topography (§20-311.3.D.5.(c)). Discussion followed indicating that the waivers are only for select locations with the majority of the development complying with Ordinance requirements.

A motion to recommend that the BOS grant all waivers outlined in the Nave Newell letter dated January 26, 2021 with the exception of 22-625 regarding recreational facilities, was made by Troy Stacey, seconded by Terry Schmidt. All in favor, none opposed. Motion carried.

Plans will be resubmitted to address review letter comments before a request for preliminary plan approval is made.

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

#2021-2: Matthew Dunn, Cupola Rd (TPN 22-8-21) – Variance request for Freestanding ADU where lot cannot be subdivided.

Matthew Dunn owns, with his sister, a lot on Cupola Road that has a principal dwelling, ECHO, and two unpermitted ADUs. The lot was previously owned by his father who began some of these uses. The ECHO had received the necessary zoning approvals but all of the conditions of said approval were never complied with. A demo permit has been submitted for the ECHO and it along with the 2<sup>nd</sup> unpermitted ADU in the barn are to be removed by April 30, 2021 per agreement with the Township. The applicant desires to obtain approvals to formally establish the ADU in the former garage. This is considered a free-standing ADU and Section 27-1002.B.1 of the zoning ordinance requires free-standing ADUs to be situated on a lot such that the lot could be subdivided into two parcels each meeting the area/bulk requirements for the Zoning District. Whereas this 3.27 acre lot is zoned A-Agricultural with a 10 acre minimum lot size, it is not able to be subdivided. Surrounding properties are mostly zoned NR-Neighborhood residential or MUR-Mixed Use residential which have smaller lot size requirements. A motion was made by Troy Stacey, seconded by Terry Schmidt, to take a position of support for the variance based upon the surrounding zoning district designations. All in favor, none opposed, motion carried.

#2021-3 Keystone Court Variance Application, 2140 Horseshoe Pike (TPN 22-8-85.1B) – multiple variance requests regarding lot layout, setbacks, separation distance, and woodlands disturbance. The applicant, the park manager, the applicant's attorney and their engineer were present. As discussed in November during the sketch plan discussion, Keystone Court is looking to expand the existing 47-home MHP by 47 additional homes for a total of 94 units. The development will be to the east and south of the current park area. The existing park layout does not comply with current Ordinance standards with regards to individual MH lots, setbacks from roadway or other units, parking spaces, etc.

The applicant proposes to set typical lot layouts with standards for setbacks between units and from the roadway and maximum unit sizes in lieu of creating individual "lots" around the proposed units. This would make the layout more consistent with the existing park while still setting standards to adhere to during the building permit process. The applicant's plan depicts standards for placement of accessory structures and decks/porches as well.

The below variances are being requested with regard to lot layout. Discussion ensued about maintaining the proposed dimensions during the permitting process and it was noted that the approved LD plans and typical lot layouts would be the basis for approving building permits for each lot. The park manager stated that they would ensure that all accessory buildings, improvements within a park and during transitioning of units, would obtain the necessary Township permits.

- §27-2104.A Not providing individual lots for each unit (6,000 SF req'd for a single-wide unit)
- §27-2104.C Not providing a minimum lot width of 50' (where units are situated with the short side facing the road, the average width is 35')
- §27-2104.E Not providing a front yard setback of 25' (setbacks will range from 5' – 20'); **applicant should correct proposed distance in their summary.**
- §27-2104.F Not providing side yard setbacks of aggregate 30', 5' min one-side;
- §27-2104.G Not providing 30' between units, 20' proposed
- §27-2106.C Placement of more than 5 units parallel to each other
- §27-2106.D Accessory structures to be 5' off lot lines, proposing a designated area for accessory structures since lot lines do not exist

The applicant also noted that they are appealing the determination of the Zoning Officer with regard to the extent of woodlands on the property and verbally indicated that what is shown on woodlands on recent aerials wasn't truly woodlands and was trees with abandoned cars and other junk. These areas have been cleared of trees and junk in the last 2+/- years since the current owner bought the property. The applicant indicated that the woodland line shown on the plans is the current edge of woodlands on-site. They also referenced a historical aerials from 1970 that showed that the area in question was formally a farm field. Jen Van Dyke indicated that nothing regarding the woodland boundary discrepancy was formally submitted since the sketch plan review letter dated November 5, 2020 was issued where the woodland boundary issue was raised. Therefore, it is currently the Zoning Officer's opinion that the woodland boundaries based upon recent Google Earth aerials is the boundary, but if the applicant wishes to submit additional documentation/justification for an alternative boundary before the Zoning Hearing they may do so. Jen Van Dyke asked if the full area is considered woodlands, then what would be the proposed woodland disturbance. A definitive number was not available but the applicant's engineer indicated ~30%. It was noted that this would require a variance from the Zoning Hearing Board for exceeding the 15% allowable and cannot simply be addressed through replacement plantings. After further discussion on the definition of woodlands and subsequently "old fields", the Planning Commission did not feel sufficient information was available to determine if relief was or was not necessary.

The Planning Commission opted to separate the layout related variance requests from the woodland request in their motions.

- A motion was made by Troy Stacey, seconded by Terry Schmidt, to recommend a position of support for the layout related variances labeled as A.1 through A.7 in their application. All in favor, none opposed, motion carried.
- A motion was made by Melissa Needles, seconded by Gary McEwen, to support the current determination, and any future determination based upon new evidence, of the Zoning Officer with regard to the woodland boundary determination. Five in favor, one opposed, motion carried.

**Pending Ordinances** - None

**Other Business –**

Alex Eadline, the owner of 323 Grandview Circle, and Francis Cannella, owner of 3135 Horseshoe Pike, asked to address the PC about the pending Maple Inn development. They attended the Zoning Hearing for the Special Exception to allow the multi-family development but did not feel like the explanation from the ZHB solicitor of what a “party” to the hearing was, applied to them, who wanted to speak about their concerns about the development adjoining their properties. While they did ultimately give some public comment at the ZHB meeting, they were also guided towards addressing their concerns with the Planning Commission. The current and prior zoning of the subject and surrounding parcels and role of the Comprehensive plan in determining zoning districts was discussed. Potential for future development of the other surrounding lots was also discussed. It was noted that they could contact the Township prior to future PC meetings to determine if plan submissions for the Maple Inn property have been made and when the project will be discussed again in a public forum.

**Correspondence of Interest** - None

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

- February 3– Board of Supervisors Workshop, 7:00 pm
- February 10- Board of Supervisors Regular Meeting, 7:00 pm
- February 15 – Zoning Hearing #2021-1 (7:30 pm)
- February 18 - Trail Study Committee / Parks & Recreation Board, 7:00 pm
- February 25 – Planning Commission Meeting

**Adjournment**

With no further business, a motion to adjourn was made at 9:28 PM by Troy Stacey, seconded by Terry Schmidt. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jennifer L. Van Dyke, P.E.  
Township Engineer

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
February 25, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, February 25, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Gary McEwen, Chairman. Commissioners present were Terry Schmidt, Troy Stacey, and Erinne Hammell. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Levi Kauffman, Melissa Needles, Susan Lacy

Guests: Residents of 307 Dampman, Mobile 3 Representatives (Tim & Gregg)

**Minutes:**

Upon review of the January 28, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Terry Schmidt, seconded by Erinne Hammell. All in favor. None opposed. The motion carried.

**Subdivision/Land Development Applications**

**#2020-8 Mobile 3 Realty, 2232 Horseshoe Pike (TPN 22-8-81 & 22-8-81.1)**

-Plan Dated 2/9/21; Review Letter dated 2/19/21

- The applicant's site engineer and attorney were present. Jennifer Van Dyke noted that a resubmission had been made to address prior review letter comments and that the BOS approved the waivers recommended by the PC last month. She noted that no recommendation for preliminary plan approval is on the table tonight, but the applicant wishes to discuss several project aspects with the PC.

- Recreational facilities: SALDO requirement for multi-family development of this size requires 3 tot lots, 3 tennis courts, 1 basketball court and 1 multi-purpose field. The plan has been revised to show a multi-purpose field, playground area and half-basketball court in the vicinity of the overflow parking near 322. In addition, a playground area is shown in Loop B, a gravel trail along the eastern property line, and a playground and half basketball court near the pump station at the rear of the property. The PC expressed concerns over safety for the recreational facilities near 322 and the applicant indicated that they'd fence the area for safety and provide landscaping between 322/fields as able due to gas line easement. The upper basketball area is within the overflow parking spaces. It appears excess overflow parking spaces are provided so spaces near the basketball court should still be paved for parking use but not stripped. The PC indicated that steep areas of the proposed trail should be paved due to erosion concerns and that playground areas should include picnic tables and play equipment tailored to the anticipated market for the development.

- Lighting: PC indicated that lighting appears adequate through most of the site. The multipurpose field is only partially lit but recreational facility lighting times should, in part, be determined by park management based upon times to be used.

- Bus Stop: The school district has indicated that they want a pull off along 322 in the vicinity of the overflow parking area. Applicant has concerns whether PennDOT will allow this and the grade change between the parking area and road. PC agrees with school district and feels it is the safest place and won't cause a stacking of cars at the entrance road. Applicant to follow up with PennDOT for their thoughts on the request.

- Sidewalks: With regard to the zoning requirements for a pedestrian connection along Route 322, the PC feels it should be deferred until such time that the Township deems it necessary. Notes on the plan and/or a covenant should address the requirement.

- Landscaping: Certain PC members knowledgeable of good landscaping practices will review species and planting arrangement. .

- Railbed ownership: Applicant's attorney stated that the County believes they have a right to the property via a quit claim deed from the railroad, but case law states that the railroad never owned the land so it is the applicant's land. The applicant's deed also encompasses this area. Applicant's attorney was directed to speak with the Township's Solicitor about the issue to come to a resolution. The main issue is that the CCPC review letter states it is the County's land, and as such, the applicant's 4 parcels would not be contiguous which would then affect density, open spaces and other calculations that are based on lot area.

Plans will be resubmitted to address review letter comments before a request for preliminary plan approval is made. An extension of review time must be provided prior to the March 10<sup>th</sup> BOS meeting.

#### #2021-1 Raymond J. & Maryanne E. Dymond Sketch Plan

Applicant's engineer asked to remove this plan from the agenda due to identified zoning issues.

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

#2021-4: Kevin Burkholder, 307 Dampman Road (TPN 22-7-103) Special Exception application for Limited Impact Home Occupation

Kevin Burkholder has applied for a LIHO to operate a pet grooming business in a 110 SF portion of his garage. All aspects of the LIHO appear to meet Zoning Ordinance requirements. Applicant has been informed of CCHD requirements to ensure septic is suitable. PC had no further questions. A motion was made by Troy Stacey, seconded by Terry Schmidt, to take a position of support for the special exception. All in favor, none opposed, motion carried.

**Pending Ordinances** - None

### **Other Business –**

Phase 1 James A. Umble Park project: The Township manager asked the PC to write a letter of support regarding the project stating that it met the short & long-term recreational objectives of the Township. The PC expressed that they want to know where funding for the project is coming from prior to making a decision. Request tabled to March.

**Correspondence of Interest** - None

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

- March 1 – rescheduled Zoning Hearing #2021-1 Jan & 2021-2 Dunn 7:30 PM
- March 1 – Zoning Hearing #2021-3 Home Courts Advantage, 8:00 pm (applicant requested continuance)
- March 3 - Board of Supervisors Workshop, 7:00 pm
- March 10- Board of Supervisors Regular Meeting, 7:00 pm
- March 15 – Zoning Hearing #2021-4 (tentative, 7:30 pm)
- March 18 - Trail Study Committee / Parks & Recreation Board, 7:00 pm
- March 25 – Planning Commission Meeting

**Adjournment**

With no further business, a motion to adjourn was made at 8:33 PM by Troy Stacey, seconded by Terry Schmidt. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jennifer L. Van Dyke, P.E.  
Township Engineer

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
April 22, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, April 22, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Gary McEwen, Chairman. Commissioners present were Melissa Needles, Susan Lacy, Troy Stacey, and Erinne Hammell. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Levi Kauffman, Terry Schmidt

Guests: Laura Burdy, one resident, and Todd Shoaf / Richard Hoover for Pleasantview Welding

**Minutes:**

Upon review of the February 25, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Troy Stacey, seconded by Erinne Hammell. All in favor. None opposed. The motion carried.

**Subdivision/Land Development Applications**

**#2021-3 Robert Mirra Lot Add-On Plan, 620 Suplee Road, TPNs 22-7-52, 22-7-54, 22-7-55**

-Application Dated 3/18/21, Plan Dated 1/5/21, Review Letter dated 4/14/21

- No one was present to represent the plan due to COVID. Jennifer Van Dyke noted that the plan proposes the annexation of a 1.68 acre parcel and a 0.84 acre parcel from adjoining farms to an existing 1.6 acre residential lot. The resulting lot and residual lots comply with applicable Zoning Ordinance requirements once a few drafting items are resolved. The plan complies with the minor plan requirements of the SALDO though monumentation and draft deeds must still be addressed. The Planning Commission had no further questions on the plans. A motion was made by Melissa Needles, seconded by Troy Stacey to recommend that the BOS grant conditional final plan approval contingent upon the applicant complying with the Technicon review letter dated April 14, 2021. All in favor, none opposed.

**#2021-4 Pleasantview Welding, 100/102 Reservoir Road, TPNs 22-3-23, 22-3-22, 22-3-21, 22-3-21.1)**

-Application Dated 4/5/21, Plan Dated 3/19/21, Review Letter dated 4/16/21

- The applicant's design professional, Todd Shoaf, Pioneer Management, and builder Richard Hoover were present. Mr. Shoaf provided an overview of the proposed development noting that a sketch plan was previously presented to the Planning Commission in January 2020. This development is intended to expand the current Amish owned Pleasantview Welding operations on the western side of Reservoir Road. The plan shows the consolidation of four lots, currently containing an approximate 20,000 SF manufacturing building and an agricultural operation and homestead into a single industrial lot. The existing structures on the property will be removed except for a 13,745 SF portion of the existing industrial (manufacturing) building. A new 57,051 SF manufacturing building is proposed on the lot, with full access off Reservoir Road and an exit-only driveway (not for trucks) onto Poplar Road. Additional loading docks are proposed and truck turning diagrams have shown that trucks and emergency vehicles can navigate the site. Furthermore, based upon a traffic study a left turn lane from Rt 322 onto Reservoir and increased radii at the Poplar/Route 322 (western side) and Reservoir Rd/Route 322 intersections are proposed. The consultants noted minimal employee traffic (Amish employees) around 6 am and truck deliveries (~2 a day). Other trucks will come to load finished products but timing won't conflict with normal employee traffic. Jen Van Dyke then went over the review letter indicating that



the project is in compliance with the applicable zoning provisions though a few drafting items are to be addressed as noted in the review letter. The property will be served by public water and sewer and the roadway improvements are subject to PennDOT approval. The project complies with a majority of the SALDO requirements, however they are requesting several waivers from the Subdivision & Land Development Ordinance with regards to:

- Section 22-405 for combined preliminary/final plan approval
- Section 22-615.3 for the access drive width off Reservoir (cannot modified per DEP req't)
- Section 22-617.1.L for parking space grade to be less than 1% for ADA spaces
- Section 22-617.3 to not require raised islands and end of parking rows
- Section 22-619.1 to not require curbs along Horseshoe Pike / Reservoir Road / Poplar Rd (due to existing shallow utilities)
- Section 22-629.5 partial waiver to allow landscaping as depicted on the submitted plan

The Planning Commission asked about the required number of trees and the applicant indicated that the proposed number of deciduous trees is 53% of required, evergreen trees is 48% and shrubs is 70% and there is some existing vegetation being kept along with a berm being graded along Route 322.

With regards to stormwater management, the project requires an NPDES permit through PADEP. In general the plan appears to comply with the peak rate runoff and groundwater recharge provisions though minor revisions are needed. Three stormwater ordinance waivers are being requested:

- Section 20-311.1.D.(5) to allow inlet pipe inverts to be set at basin floor elevation
- Section 20-311.3.A.(d)[3] to allow Swale 3 to have a slope of 1% (2% required)
- Section 20-311.3.A.(d)[1] to allow Swale 1 to have 6" of freeboard (1' required)

Todd Shoaf noted that the swale waivers are related to grade limitations with existing roadway culverts and existing shallow utilities.

With no further comments or questions, a motion was made by Troy Stacey, seconded by Erinne Hammell, to recommend granting of the above-noted SALDO waivers. All in favor, none opposed.

A motion was then made by Troy Stacey, seconded by Melissa Needles, to recommend the granting of the above noted stormwater ordinance waivers. All in favor, none opposed.

Lastly, a motion was made by Troy Stacey, seconded by Erinne Hammell, to recommend that the BOS grant conditional final plan approval contingent upon the applicant complying with the Technicon review letter dated April 16, 2021 and noting that if PennDOT and/or PADEP approvals result in a major layout change as determined by the Township Engineer, then the plan should return to the PC. All in favor, none opposed.

#### #2021-5 Huyett Minor Subdivision Plan, 570 Meadow Drive (12-1-4)

Plan dated 4/6/21, Request for Deferral dated April 14, 2021

Jennifer Van Dyke indicated that a subdivision plan was submitted to Honey Brook Borough for the subdivision of an existing single-family dwelling lot into two lots with a proposed dwelling on the 2<sup>nd</sup> lot. The applicant has requested a deferral of the plan review to the Borough. The majority of the property falls within the Borough and the new dwelling will be taxed within the Borough, however the proposed stormwater facility is within the Township's boundaries. Since the Township and Borough share the same zoning, the primary Township concern would be the stormwater runoff into the Township. The Township would also want the ultimate ROW depicted across the lot frontage within the Township. Jennifer Van Dyke indicated that it is possible to defer the subdivision review to the Borough but require Township stormwater approval.

With no further discussion, Erinne Hammel made a motion, seconded by Melissa Needles, to defer the subdivision review to the Borough but requiring the ultimate ROW to be shown across the Township frontage and the stormwater management plan to be approved by the Township. All in favor, none opposed.

**Zoning Hearing Board/Conditional Use Applications - None**

**Pending Ordinances - None**

**Other Business –**

**Chestnut Ridge Phase 1 Street Light Adjustment Request** – Jennifer Van Dyke indicated that the developer installed 6 of the 7 required street lights within Chestnut Ridge, all located at street intersections. Another street light was proposed on the approved land development plans along the stretch of roadway between the intersections of Stinson Drive and Chastain Drive and Stinson Drive and Wexler Court. The developer has requested that this street light be eliminated stating that all of the intersections are lit. Jennifer Van Dyke indicated that the street light ordinance requirement (SALDO) requires street lights at all intersections and other locations as required by the Board of Supervisors. She noted that throughout Phases 2 and 3 of the project there are street lights proposed at locations other than street intersections and noted that there are no lampposts proposed in the development. The Planning Commission indicated that safety is a concern and that the length of roadway between street lights in this case and for future phases generates a need for additional lighting.

A motion was made by Erinne Hammell, seconded by Melissa Needles, to recommend that the BOS deny the request for street light elimination.

**Phase 1 James A. Umble Park project:** The Township manager asked the PC to write a letter of support regarding the project stating that it met the short & long-term recreational objectives of the Township. The PC expressed that they want to know where funding for the project is coming from prior to making a decision and indicate concern of lack of ADA accessible facilities and restrictions on use of the baseball fields that are maintained by Twin Valley Little League. Request tabled to May and PC Chair to reach out to Township Manager for further info.

**Correspondence of Interest - None**

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

- May 5 - Board of Supervisors Workshop, 7:00 pm
- May 11 – Land Preservation Committee Meeting, 7:00 pm
- May 12 - Board of Supervisors Regular Meeting, 7:00 pm
- May 17 – Home Courts Advantage (Keystone MHP) rescheduled Zoning Hearing, 7:30 pm
- May 20 - Trail Study Committee / Parks & Recreation Board, 7:00 pm
- May 27 – Planning Commission Meeting

**Adjournment**

With no further business, a motion to adjourn was made at 8:24 PM by Melissa Needles, seconded by Erinne Hammell. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jennifer L. Van Dyke, P.E., Township Engineer

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
May 27, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, May 27, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Gary McEwen, Chairman. Commissioners present were Terry Schmidt, Melissa Needles, and Erinne Hammell. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Levi Kauffman, Troy Stacey, Susan Lacy

Guests: Tim Brennan, Mobile 3 & Benueel Stoltzfus

**Minutes:**

Upon review of the April 22, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Melissa Needles, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

**Subdivision/Land Development Applications**

**#2020-8 Mobile 3 Realty, 2232 Horseshoe Pike (TPN 22-8-81 & 22-8-81.1)**

-Plan Last Revised 5/11/21; Review Letter dated 5/19/21

- The applicant's site engineer was present. Jennifer Van Dyke noted that a full plan resubmission and partial stormwater report resubmission had been made to address prior review letter comments. Key topics discussed were:

- Recreational facilities: The plans still contain 3 tot lots, 2 half basketball courts, a paved walking trail, a multi-purpose field and picnic areas, but the multi-purpose field location has been shifted to the other side of the parking area to due Texas Eastern pipeline easement restrictions. The tot lot in this area has been shifted down to the middle of Road C. It was noted that the multi-purpose field would be fenced.

- Bus Stop: Discussions between PennDOT, the school and the applicant/design team are on-going to develop the "best" solution for all parties. This issue is to be resolved at final plan stage.

- Sidewalks: With regard to the zoning requirements for a pedestrian connection along Route 322, the PC feels it should be deferred until such time that the Township deems it necessary. Notes on the plan and/or a covenant should address the requirement.

- Railbed ownership: Issue has been addressed with the County. An easement will be granted in favor of the Township/County for a future trail.

- Stormwater Management: The pre- to post- overall calculations have been worked out and now they are working to complete additional infiltration testing and finalize outlet structure configuration. They are working to submit their NPDES application within 1-2 months.

- Emergency Access: The emergency access cross-sectional detail will be reviewed by the fire department as part of their review.

With no further discussion, a motion was made by Terry Schmidt, seconded by Erinne Hammell, to recommend granting of the waiver from SALDO Section 22-625 to allow the recreational facilities as shown on the plans. All in favor, none opposed.

A subsequent motion was made by Erinne Hammell, seconded by Melissa Needles, to recommend conditional preliminary plan approval contingent upon the Technicon letter dated May 19, 2021 and any development-specific covenants/agreements deemed necessary by the Township Solicitor.

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

Benuel Stoltzfus, 200 Locust Drive (22-8-8.4B), ZH #2021-5

Benuel Stoltzfus wants to build a carriage barn 25' off the front property line rather than 40' and to exceed the maximum 5% impervious coverage to add a 980 SF carriage barn. His lot as configured is a flag lot with an extensive driveway that heavily contributes to the impervious coverage. PC noted that his lot is secluded and the improvements would have no real impact on adjoining. With no further discussion a motion was made by Melissa Needles, seconded by Terry Schmidt, to take a position of support for the variance request. All in favor, none opposed, motion carried.

**Pending Ordinances** - None

### **Other Business –**

Phase 1 James A. Umble Park project: The PC received a draft letter of support from the Township Manager asking for their endorsement that the Phase 1 Park plan is consistent with the Township Comprehensive Recreation, Parks, Open Space and Greenways Plan in order for the Township to obtain grant funding for this phase of the project. The PC expressed their concerns over the parking reduction in Phase 1 noting that currently there are over 30+ cars parked on the grass at the park and the lot is full due to a baseball game(s). The PC also had issues with the public not being allowed to use the baseball fields and feels that the inadequate parking and limitations on park usage are not consistent with the plan. Concerns over total project cost and funding through land preservation were also raised. PC to draft a response to the Township Manager seeking further discussion. Request tabled to June meeting.

**Correspondence of Interest** - None

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

- June 2 – Board of Supervisors Workshop (7:00)
- June 9 – Board of Supervisors Regular Meeting (7:00 pm)
- June 17 – Trail Study Committee/Recreation and Parks Board (7:00 pm)
- June 24 – Planning Commission (7:00 pm)

### **Adjournment**

With no further business, a motion to adjourn was made at 7:54 PM by Terry Schmidt, seconded by Melissa Needles. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jennifer L. Van Dyke, P.E.  
Township Engineer

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
June 24, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, June 24, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:01 p.m. by Gary McEwen, Chairman. Commissioners present were Terry Schmidt, Melissa Needles, Erinne Hammell, Troy Stacey, Levi Kauffman and Susan Lacy.

Absent: None

Guests: Stephen Stoltzfus, Steve Landes, Ray Shaefer, Kevin Wynant, Scott Holt, Sheri Zynn, Lee Heller, John McHugh

**Minutes:**

Upon review of the May 27, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Terry Schmidt, seconded by Troy Stacey. All in favor, none opposed, the motion carried.

**Subdivision/Land Development Applications:**

None.

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

Stephen Stoltzfus, 375 Pleasant View Road (22-7-51.3) ZHB #2021-6

Stephen Stoltzfus wants to build a 2,000 sq ft butchering shop at a limited impact home occupation. He currently operates Countryside Butchering on another property in the township and wants to relocate the business to this property. A variance is needed to allow a 2,000 SF building for the Home Occupation (600 SF allowed) and a special exception is required for the limited impact home occupation. With no further discussion a motion was made by Troy Stacey, seconded by Terry Schmidt, to take a position of support for the special exception and variance request. All in favor, none opposed, the motion carried.

**Other Business:**

Letter of support for Phase 1 of James A. Umble Memorial Park project – joint discussion with Parks & Recreation Board. The township manager is requesting a letter of support from the PC for the Phase 1 of the James A. Umble Memorial Park project. In an effort to address questions and concerns from the PC several members of the P&R Board attended the meeting. Some of the concerns discussed were the lack of parking spots, the ability of the township residents to use the baseball fields, the funding coming from the land preservation account, the safety and security of the park, a need for a broader range of activities to serve more township residents and the overall location of the park being closer to the borough and not well-suited for the residents of the township. Discussion was had regarding the future goals of the Parks & Recreation Board and how the PC and P&R can work together on future projects for the township. With no further discussion a motion was made by Melissa Needles, seconded by Terry Schmidt, to approve the letter drafted by Gary McEwen for the Board of Supervisors regarding the James A. Umble Memorial Park Phase 1 improvements.

Yes: Gary McEwen, Melissa Needles, Terry Schmidt, Levi Kauffman, Erinne Hammell

Abstained: Troy Stacey, Susan Lacy. Motion carried 5-0-2

**Correspondence of Interest** – None

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

- June 28 – Zoning Hearing #2021-5, Benue Stoltzfus (7:30 pm)
- July 7 – Board of Supervisors Workshop (7:00 pm)
- July 14 – Board of Supervisors Regular Meeting (7:00 pm)
- July 15 – Trail Study Committee/Recreation and Parks Board (7:00 pm)
- July 19 – Zoning Hearing #2021-3, Home Courts Advantage (7:30 pm) & Steven Stoltzfus 375 Pleasantview Road
- July 20 – Land Preservation Committee (7:00 pm)
- July 22 – Planning Commission (7:00 pm)

**Adjournment**

With no further business, a motion to adjourn was made at 8:42 PM by Melissa Needles, seconded by Levi Kauffman. All in favor, none opposed, motion approved.

Respectfully Submitted,

Erinne Hammell  
Planning Commission Secretary

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
July 22, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, July 22, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Gary McEwen, Chairman. Commissioners present were Terry Schmidt, Melissa Needles, Erinne Hammell, Troy Stacey, and Susan Lacy. Township Engineer Jen Van Dyke was also present.

Absent: None

Guests: Sam King, Dan McKenna, Erin Lea Witt, and 5 residents

**Minutes:**

Upon review of the June 24, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Troy Stacey, seconded by Terry Schmidt. All in favor, none opposed, the motion carried.

**Subdivision/Land Development Applications:**

#2021-7, 2207 Horseshoe Pike (22-8-53) Sketch Plan  
-Plan dated June 24, 2021  
-Engineer's letter dated July 12, 2021

Jen Van Dyke indicated that a sketch plan submission was received for a 175 single family dwelling subdivision at the speedway property along Horseshoe Pike. A formal sketch plan review was done and found no zoning deficiencies with the conceptual plan. The applicant's engineer, Dan McKenna, introduced the plan discussing the layout, access points, lot sizes, protection of sensitive features, etc. Houses may have basements or slabs depending on amount of rock found and the builder (DR Horton) is leaning towards 1-story units but impervious coverage limits may result in 2-story homes. No discussions have been had yet with PennDOT regarding access and traffic improvements or the Sewer Authority. The PC noted the proximity of the development to the Brandywine Terrace (Mobile 3) redevelopment and Keystone Court expansion. The PC also noted that a park / public recreational facilities is needed at this end of town. The applicant indicated a willingness to work with the Township on these needs and had a sketch plan prepared with smaller lots (8,000 SF versus 8,500 SF required) that would provide a 3-4 acres area for a public park. Impervious coverage (40% allowed) was a concern of the PC / applicant with smaller lots. The PC would be supportive of a 5' sidewalk on one side of the streets in lieu of 4' sidewalks on both size. PC also indicated a desire for a paved or similar walking trail, no sidewalks along Route 322, a street width wide enough to allow parking on one-side, and stormwater being design for the maximum allowable impervious coverage on each lot. Other PC questions included demand on emergency services, need for police, applicant's market study and traffic increases on the 322 corridor. No

formal action was requested or made for the plan. Applicant will continue pursuing formal land development plans and coordinate with the respective outside agencies.

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

Samuel King, 450 Beaver Dam Road (22-11-73) ZHB #2021-8

-Application dated June 25, 2021

-Memo dated July 22, 2021

Sam King previously did an engineered stormwater plan for the construction of a house / barn on his land-locked property. He has since constructed a mobile home and two smaller barns but now wants to remove the two small barns and build the larger barn that was originally shown on the stormwater plan. They wish to shift the new barn location forward of the original planned location in order to allow the future dwelling to have an attached garage. The dwelling cannot be shifted further back due to steep slopes / stormwater facility. The proposed barn is 30' off the front property line instead of 60'. Given that the property is fully wooded and the barn location would seemingly not have an impact on adjacent properties, a motion was made by Troy Stacey, seconded by Erinne Hammell, to take a position of support for the variance request. All in favor, none opposed, the motion carried.

**Other Business:**

It was noted that the Arbor's Edge proposed development (Shared LLC /Eddie Browne) submitted a variance application for two variances related to a potential development of their lot off Chestnut Tree Road but the application would not go before the PC. The variances will be discussed at the August 11<sup>th</sup> BOS meeting and the Zoning Hearing is scheduled for August 16<sup>th</sup>.

It was noted that several PC members are not available for the regularly scheduled August 26<sup>th</sup> meeting. Township Engineer will discuss rescheduling of this meeting with Township Manager depending upon agenda items.

**Correspondence of Interest – None**

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

- August 4– Board of Supervisors Workshop (7:00 pm)
- August 11– Board of Supervisors Regular Meeting (7:00 pm)
- August 16 – Zoning Hearing #2021-7 Shared LLC (7:30), #2021-8 Sam King (8:00 tentative)
- August 19 – Trail Study Committee / Recreation & Parks Board (7:00 pm)
- August 26– Planning Commission (7:00 pm)

**Adjournment**

With no further business, a motion to adjourn was made at 7:52 PM by Terry Schmidt, seconded by Troy Stacey. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jen Van Dyke  
Township Engineer



**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
August 25, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Wednesday, August 25, 2021, at the Honey Brook Township Building due to lack of a quorum for the regular date of Thursday August 26, 2021. The meeting was called to order at 7:02 p.m. by Gary McEwen, Chairman. Commissioners present were Terry Schmidt, Melissa Needles, Erinne Hammell, and Troy Stacey. Township Engineer Jen Van Dyke was also present.

Absent: Levi Kauffman, Susan Lacy

Guests: Tim Brennan, Gregg Adelman, Elam Smucker, Jonas Stoltzfus

**Minutes:**

Upon review of the July 22, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Troy Stacey, seconded by Melissa Needles. All in favor, none opposed, the motion carried.

**Subdivision/Land Development Applications:**

2020-8 Mobile 3 Realty, 2232 Horseshoe Pike (TPN 22-8-81 & 22-8-81.1), Final Plan Submission

-Plan Last Revised 8/10//21; Review Letter dated 8/20/21

- The applicant's site engineer & attorney were present. The engineer indicated that this is a final plan submission and that the major bus stop issue had been resolved. PennDOT, School District and Township concur that the bus can stop at the emergency access intersection with Route 322 and the applicant is providing a pavilion to shelter the students while waiting for the bus. Specific details / notes have also been added to the plans to detail the recreational facilities being proposed. Trail grading still needs to be revised to meet the maximum 10% grade requirement set by the Board of Supervisors. Jennifer Van Dyke noted that in terms of Zoning & SALDO compliance, there are some administrative items to be addressed and outside agencies approvals.

With regards to stormwater ordinance compliance, the applicant is requesting a number of waivers per the Nave Newell August 24, 2021 waiver request letter. Jennifer Van Dyke noted that the applicant has not yet submitted to PADEP for the NPDES permit submission and therefore we do not yet have DEP's input on the stormwater design. The overall stormwater design does comply with Township Ordinance requirements except for the waivers being requested. With regards to the requested waivers, the two related to dewatering times and mechanisms would also need to be acceptable to DEP. The volume storage waiver in part depends on DEP's acceptance of the stormwater design but given the discharge points of the basins to the natural wooded areas, she is not opposed to the waiver. From a technical standpoint, she has no issues with the 0.5% minimum outlet pipe slope and not providing anti-seep collars for the rain gardens.

Fire department approval of the emergency access drive cross-section and consideration of a wider trail in spots for emergency access was discussed.

With no further discussion, a motion was made by Troy Stacey, seconded by Erinne Hammell, to recommend granting of the waivers from Stormwater Ordinance Section 311.1.A to not require anti-seep collars for the rain gardens and to allow a 0.5% minimum outlet pipe slope. All in favor, none opposed.

A subsequent motion was made by Troy Stacey, seconded by Terry Schmidt, to recommend granting of the following waivers from Stormwater Ordinance contingent upon DEP's acceptance of the infiltration rates and dewatering designs/methods:

- Section 20-306.1.J.3 – allow a basin dewatering time over 72 hours
- Section 308.1.H – to not require basin storage volumes for peak rate controls to be adjusted based upon infiltration storage volume
- Section 311.1.A to not require dewatering mechanisms for all basins

All in favor, none opposed.

A final motion was made by Troy Stacey, seconded by Erinne Hammell, to recommend conditional final plan approval contingent upon the Technicon letter dated August 20, 2021 and depiction of a pavilion detail and cluster mailbox locations. All in favor, none opposed.

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

Elam Smucker Variance Application #2021-9, 2134 Compass Road (22-10-1.1)

Elam is working to obtain the necessary Township permits for an existing kennel. His current kennel area has a shed that is only 25' from the property line and a fence that is 2' from the property line at the closest point (60' is required). He indicated he's had the kennel for a few years and his State permit is non-commercial with a maximum of 60 dogs. He said he doesn't have that many on a regular basis. The adjacent property is zoned Ag and is owned by a relative. The PC asked if shifting the fence to be 25' away from the property line at all points was possible. He said it was and agreed to move the fence / amend his sketch plan. With no further discussion, a motion to support the variance to have the kennel area a minimum 25' from the lot line was made by Troy Stacey, seconded by Melissa Needles. All in favor, none opposed.

Jonas Stoltzfus Variance Application #2021-10, 6430 Emery Road (22-6-20)

Jonas is looking to build a new rural occupation principal building to replace the barn that recently burned. The rural occupation was recently permitted by the Township after its discovery and the barn size was considered an existing non-conformity. The applicant is requesting to have an ~6800 SF principal rural occupation building and 7 non-family employees which exceeds that allowed by Ordinance for a 5 acre lot. Additionally the building is proposed 62' from the side lot line (100' required). The applicant indicated the new building size is comparable to what he had before and the location works with the existing parking area and allows space for stormwater management controls between the building and stream. A motion was made by Melissa Needles, seconded by Troy Stacey, to support the variance application. All in favor, none opposed.

**Other Business:** None

**Correspondence of Interest:** None

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

- September 1– Board of Supervisors Workshop (7:00 pm)
- September 8– Board of Supervisors Regular Meeting (7:00 pm)
- September 16 – Trail Study Committee / Recreation & Parks Board (7:00 pm)
- September 20 – Zoning Hearing #2021-7 Shared LLC (TBD), #2021-3 Home Courts Advantage (7:30 pm)
- September 21 – Land Preservation Committee
- September 23– Planning Commission (7:00 pm)
- October 4 – Zoning Hearing #2021-9 Elam Smucker & #2021-10 Jonas Stoltzfus

**Adjournment**

With no further business, a motion to adjourn was made at 7:52 PM by Terry Schmidt, seconded by Troy Stacey. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jen Van Dyke  
Township Engineer

**Honey Brook Township  
Planning Commission Agenda  
Regular Meeting Approved Minutes  
September 23, 2021  
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, September 23, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Gary McEwen, Chairman. Commissioners present were Susan Lacy, Melissa Needles, Erinne Hammell, and Troy Stacey. Township Engineer Jen Van Dyke was also present.

Absent: Levi Kauffman, Terry Schmidt

Guests: John Kauffman, Justin Brewer, 2 Township residents

**Minutes:**

Upon review of the August 25, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Troy Stacey, seconded by Melissa Needles. All in favor, none opposed, the motion carried.

**Subdivision/Land Development Applications:**

2021-8 John Kauffman Subdivision Plan 208 Suplee Road (22-7-45) Final Plan Submission: -  
Plan Dated 7/7/21 version as emailed by engineering on 8/24/21 ; Review Letter dated 9/1/21

The applicant was present. Jen Van Dyke indicated that the intention is to subdivide a lot around the existing dwelling / pond on the property and then the residual tract will remain in agricultural use. The applicant's daughter intends to purchase the house. No improvements or property changes are proposed as part of this plan. The Technicon review letter was discussed. The property is served by public sewer. The PC indicated that there was no need for any landscaping for this minor plan. With no further discussion, a recommendation of conditional final plan approval of the minor subdivision plan based on the applicant complying with the comments in the Township Engineer's review letter dated September 1, 2021, was made by Troy Stacey, seconded by Erinne Hammell. All in favor, motion passed.

2021-6 Maple Inn Estates Preliminary Land Development Plan (22-8-6.1) 3125 Horseshoe Pike:  
Plan Last Revised 8/24/21; Review Letter dated 9/21/21

The applicant's engineer was present. Jen Van Dyke indicated that the PC previously saw this plan during the special exception process to allow the multi-family townhome development. The intention is to develop the property with 24 townhomes and associated parking and stormwater facilities. A tot lot meeting the recreation requirements is provided. The Technicon review letter was discussed with the PC providing the follow input on the comments requesting their input:

- One central trash collection area for overflow purposes is sufficient if individual unit collection is also provided.
- Sidewalks along the frontage of Route 322 are not warranted since there are no adjacent connections to be made.

- The proposed sidewalks are sufficient and there is no need for any walking trails for public or private recreational use.
- Based upon proposed type of construction (poured walls), consideration should be given to stepping units one foot rather than 8".
- A capital reserve budget for the HOA should be prepared.
- Consideration of the two stormwater comments that may require waivers will be deferred until such time that a technical review and input from PADEP with regards to the NPDES submission / stormwater review is obtained.

With no further discussion, a recommendation of conditional preliminary plan approval of the land development plan based on the applicant complying with the comments in the Township Engineer's review letter dated September 21, 2021, was made by Troy Stacey, seconded by Melissa Needles. All in favor, motion passed.

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

None.

**Other Business:**

The two Township residents indicated that they were trying to learn more about projects going on in the Township and the processes that are followed to get through the different approvals. Overall the PC mentioned that the Township should consider keeping a list of projects under review and/or construction on the website.

**Correspondence of Interest:** None

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

- October 4 – Zoning Hearing #2021-9 Elam Smucker (7:30 pm) and #2021-10 Jonas Stoltzfus (8:00 pm)
- October 6 – Board of Supervisors Workshop (7:00 pm)
- October 13 – Board of Supervisors Regular Meeting (7:00 pm)
- October 21 – Trail Study Committee / Recreation & Parks Board (7:00 pm)
- October 28– Planning Commission (7:00 pm)

**Adjournment**

With no further business, a motion to adjourn was made at 7:54 PM by Erinne Hammell, seconded by Troy Stacey. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jen Van Dyke  
Township Engineer

**Honey Brook Township Planning Commission**  
**Regular Meeting Approved Minutes**  
**October 28, 2021**  
**7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, October 28, 2021, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Gary McEwen, Chairman. Commissioners present were Susan Lacy, Melissa Needles, Erinne Hammell, Levi Kauffman, Terry Schmidt and Troy Stacey. Township Engineer Jen Van Dyke was also present.

Absent: None

Guests: Daniel Stoltzfus, Ron Hershey, John Coldiron and one resident

**Minutes:**

Upon review of the September 23, 2021 Planning Commission meeting minutes, no changes were necessary. With no further comments, a motion to approve the minutes was made by Melissa Needles, seconded by Levi Kauffman. All in favor, none opposed, the motion carried.

**Subdivision/Land Development Applications:**

2021-10 Elmer Kauffman Subdivision, 1373 Beaver Dam Rd, 22-10-8 Final Plan Submission:  
Plan Dated 9/9/21; Review Letter dated 10/20/21

John Coldiron was present to support this plan. Jen Van Dyke indicated that the intention is to subdivide a 12 acre +/- flag lot off the existing 100 +/- acre parcel. The 12 acre lot will be restricted from future subdivision and this subdivision itself requires approval from the party holding the conservation easement on the parent tract. While no improvements are proposed, the new lot has had septic testing and a sewage planning module is under review for submission to PADEP. The applicant will need to comply with all stormwater management requirements when the lot is to be developed. The resulting lot configuration meets zoning requirements and the plan complies with the applicable SALDO requirements except for the two requested waivers:

- Scale of the plans shall not exceed 1" = 100' (1" = 200' proposed)
- To not require monumentation around the larger parent parcel as to not interfere with farming operations

With no further discussion, a recommendation that the above-noted waivers be granted by the BOS was made by Terry Schmidt, seconded by Troy Stacey, all in favor, motion passed. A motion was then made by Troy Stacey, seconded by Terry Schmidt to recommend to the BOS granting of conditional final plan approval of the minor subdivision plan based on the applicant complying with the comments in the Township Engineer's review letter dated October 20, 2021. All in favor, motion passed.

2021-11 Elam & Linda Stoltzfus Lot Annexation Plan, 6360 Emery Road, TPN 22-6-19: Plan Dated 9/21/21; Review Letter dated 10/7/21

Ron Hershey described the plan indicating that Elam proposes to annex 11.7 acres of land on the south side of Emery Road to his existing 43+/- acres on the north side of the road to expand the farm. The existing lot on the south side will still contain 10 acres of land, and all resulting

lots meet Zoning Ordinance requirements. Mr. Hershey indicated that they've revised the plans to address all review letter items and have resubmitted for review. Jen Van Dyke told the planning commission that they can require riparian buffer landscaping as part of a lot annexation plan. Mr. Hershey explained that the riparian area on the south side of the road is wooded and the stream on the lot north of Emery contains some trees but at least a 30' meadow buffer on both sides of the stream. The PC felt no additional riparian buffer plantings were needed given the existing buffer and that farming operations do not go right up to the stream and in addition, a conservation plan would be required as part of stormwater management for future development if one isn't already in place. No improvements are proposed as part of this plan so a non-building waiver for sewage planning has been submitted.

With no further discussion, a motion was made by Melissa Needles, seconded by Erinne Hammell to authorize the PC Chair to sign the sewage planning non-building waiver that was approved by CCHD as SEO. All in favor, motion passed. A motion was then made by Terry Schmidt, seconded by Troy Stacey, to recommend to the BOS granting of conditional final plan approval of the final lot annexation plan based on the applicant complying with the comments in the Township Engineer's review letter dated October 7, 2021. All in favor, motion passed.

2021-12 Daniel Stoltzfus Rural Occupation Land Development Plan, 155 Mount Pleasant Road TPN 22-6-54: Plan Dated 7/9/21; Review Letter dated 10/22/21

The applicant was present. Jen Van Dyke indicated that the PC previously saw a zoning variance request for this development to allow a 6,000 SF rural occupation building which is larger than that allowable based on lot area. The plan proposed a new rural occupation building, driveway, parking, and stormwater basin. The applicant's engineer had responded to the review letter via email indicating that he would revise the plans to comply with the letter (except for one stormwater waiver) and noting specifically that there is no outdoor storage proposed and the dumpster area would be relocated to behind the building. The applicant indicated that it is a woodworking business that will be served by a holding tank and connect to an existing water line.

Jennifer Van Dyke indicated that the PC needed to determine if this would be consider a minor land development like the recent Daniel Blank rural occupation plan or a major land development. If a major land development then items such as a traffic study, full site landscaping, curbs/sidewalks, separate preliminary/final approvals etc would apply. Landscaping needs were discussed by the PC with the applicant noting that the properties to the west are agricultural and to the east, the northeast portion of the property line is heavily wooded and on the southeastern end closer to the road, there is a residential property with a tree line between the properties. The PC determined that with the existing vegetation no further landscaping besides the proposed plantings along the front building & parking area to screen the view from the roadway is needed. Based upon this and the limited number of employees, the PC deemed this plan a minor land development plan.

The applicant's engineer requested a stormwater waiver from the separation distance between bottom of infiltration bed and limiting zone due to existing conditions. Jen Van Dyke had no objection to this waiver given the favorable infiltration test results.

With no further discussion, a motion was made by Troy Stacey, seconded by Terry Schmidt, to recommend that the BOS grant the waiver from Stormwater Ordinance Section 20-306.I & J with regard to limiting zone separation distance for the stormwater infiltration basin. All in favor, none opposed.

A motion was then made by Terry Schmidt, seconded by Melissa Needles, to recommend that the BOS grant conditional final plan approval to the minor land development plan for Daniel Stoltzfus, contingent upon complying with the Township Engineer's review letter dated 10/22/21. All in favor, motion passed.

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

None

**Other Business:**

It was noted that the November PC meeting is early, on the 11<sup>th</sup> due to Thanksgiving. Three members have indicated that they cannot attend. The remaining PC members were advised to immediately notify the Township / Jen Van Dyke if a conflict arises since that would result in a lack of quorum. One plan regarding the extension of Westbrook Drive / industrial development was submitted ahead of the deadline for this meeting.

**Correspondence of Interest:**

None

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

- November 3 – Board of Supervisors Workshop (7:00 pm)
- November 10 – Board of Supervisors Regular Meeting (7:00 pm)
- November 11 – Planning Commission (7:00 pm)
- November 16 – Land Preservation Committee Meeting (7:00 pm)
- November 19 – Trail Study Committee / Recreation & Parks Board (7:00 pm)

**Adjournment**

With no further business, a motion to adjourn was made at 7:35 PM by Troy Stacey, seconded by Terry Schmidt. All in favor, none opposed, motion approved.

Respectfully Submitted,

Jen Van Dyke  
Township Engineer