

**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

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
February 22, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, February 22, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Gary McEwen, Vice-Chair. Commissioners present were Bob Witters, Troy Stacey, Terry Schmidt, and Melissa Needles. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Susan Lacy, Levi Kauffman

Guests: None

Minutes:

Upon review and with no further discussion, additions or corrections, the Vice-Chair called for a motion to approve the January 25, 2017 Planning Commission meeting minutes. The motion was made by Troy Stacey, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

None

Zoning Hearing Board/Conditional Use Applications

ZHB 2018-1; application of Christian S. & Barbara F. Fisher to separate two-residence property into two lots
- Application dated February 14, 2018

Kristopher Phillips, land surveyor, was present on behalf of the applicant. The sketch plan for this subdivision was presented before the Planning Commission a few months ago. The applicant is subdividing a 78+/- acre parcel into a 10-acre lot and a residual lot. The existing horse barn will be 30' (60' required); the accessory storage shed will be 3' (10' required) and the existing shared boiler will be 1' (20' required) from the proposed side lot line. In addition the existing impervious coverage on Proposed Lot 1 along with a 5,000 SF allowance for future impervious yields a 7% impervious cover, which exceeds the 5% allowable. Due to the configuration of the existing development on the lot including two dwellings, accessory sheds, animal barns, and driveways, it is difficult to create a new lot line to separate the two dwellings while meeting all required yard setbacks. In order to comply with the required yard setbacks, either a new driveway would have to be installed or an access easement established. The Planning Commission indicated they would prefer the driveway to be on the lot it is serving and no additional impervious added for a new driveway. With no further discussion, a motion to support the variance application was made by Troy Stacey and seconded by Bob Witters. All in favor, motion carried.

ZHB 2018-2; application of Isaac Fisher (Deckcraft) to allow an increase in impervious coverage on the lot in order to expand the rural occupation.
-application dated February 15, 2018

No one was present to represent the application. It was noted that the Township did notify the applicant that the application would be discussed at this meeting. Bob Witters expressed his disappointment that the applicant wasn't there to ask questions. It was noted that a few years ago the applicant added on to the principal rural occupation building and added some paved area around the expanded building. Stormwater management controls were installed for this increase in impervious cover. The current property condition contains 7.9% impervious coverage, though no relief was required at the time of prior expansion. In addition to the existing rural occupation and residential dwelling development on-site, the driveway also provides access to a property to the rear of the subject property. The applicant now wishes to construct a 3,000 SF building to use in conjunction with the rural occupation. This building is permitted under the Rural Occupation regulations of the Zoning Ordinance. He also intends to reconfigure the driveway to provide a

separation from the paved area around the rural occupation buildings. The proposed increase in impervious coverage results in a total impervious coverage on-site of 9.7%. A stormwater management plan has been submitted to the Township for review to address the increase in impervious coverage. There was some discussion as to the impact of the additional impervious coverage and that at 9.7% it is in essence double the 5% allowable impervious coverage in the A-Agricultural district. It was also noted that under the rural occupation regulations he is permitted to have up to 9,000 SF (a 6,000 SF principal building and a 3,000 SF storage/accessory building) of building space for the rural occupation. After confirmation that any increase in impervious coverage will be subject to stormwater management requirements, a motion was made by Terry Schmidt and seconded by Troy Stacey to support the variance application for the increase in impervious coverage. All in favor, motion carried.

Pending Ordinances

None

Other Business

Reuben Stoltzfus, 582 Icedale Road (22-9-97) – Authorize PC chair to sign Planning Module Component 1.

The Planning Module had been previously submitted but could not be processed due to inconsistencies with the Zoning Ordinance. It was noted that the applicant's property is divided by Icedale Road and contains an existing dwelling on the north side of Icedale Road. The applicant is proposing to construct a new dwelling on the south side of the road. In order to comply with zoning which does not allow two principal dwellings on one property, the existing dwelling will become an accessory apartment and the proposed dwelling on the south side of Icedale Road will become the principal dwelling. Since the project now complies with Zoning, the PC Chair can now sign off on the Component 1 Module in Section J. A motion was made by Bob Witters, seconded by Troy Stacey, for Gary McEwen, as Vice-Chair, to sign Section J of the Component 1 Planning Module for Reuben Stoltzfus. All in favor, none opposed. Motion carried.

Zoning Amendments per 2/13/18 email from Steve Landes

It was noted that Steve Landes, Township Manager, had emailed out additional revisions to the existing Zoning Ordinance that were drafted by the Township Solicitor. Jennifer McConnell indicated that the intent of these changes is to supplement changes being made by the Task Force and to address items such as Wireless Communication Facilities, Medical Marijuana facilities, Commercial district building size limits, and other various zoning regulations that needed to be addressed for consistency. In addition, the kennel regulation amendments per the task force recommendations and updates to the Flood Hazard District to be consistent with the stand-alone Floodplain Ordinance were proposed. The majority of the PC members had not yet had a chance to review these amendments and noted also that the amendments reference the current Zoning Ordinance and not the draft revised Zoning Ordinance currently under consideration. Jennifer McConnell stated that these amendments were sent to John Theilacker to incorporate into the final draft of the "new" Zoning Ordinance. It was recommended that all PC members look over these amendments in both the version presented by Steve Landes and also within the context of the revised draft Zoning Ordinance when it is published.

Final Draft "New" Zoning Ordinance

It was noted that the final draft of the new Zoning Ordinance shall be available via email by the end of the month. Dates for the final task force meeting were discussed to determine PC member availability. The majority of the members were available all three potential dates – March 7, March 12 and March 15th. Gary McEwen indicated he was not available on the 12th. Jennifer McConnell indicated she would pass this information on to the Township Manager.

Gary McEwen asked all PC members to thoroughly review the draft Zoning Ordinance when it is issued to ensure all items that were discussed/requested were properly included and any zoning map changes made accordingly. The owners of Miller Service Center were in the audience and inquired whether there were any zoning changes proposed to their property located on Route 322 at the eastern end of the Township. The PC members could not confirm this and the owners were advised that at the end of February / beginning of

March the draft Zoning Ordinance and corresponding Zoning Map would be available for review and they could check it out.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

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

Adjournment

With no further business, the Vice-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 7:55 pm.

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

Respectfully Submitted,

Jennifer McConnell
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
March 22, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, March 22, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:03 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Levi Kauffman, Bob Witters, Troy Stacey, Terry Schmidt, and Melissa Needles. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: None

Guests: None

Minutes:

Upon review and with no further discussion, additions or corrections, the Chair called for a motion to approve the February 22, 2018 Planning Commission meeting minutes. The motion was made by Bob Witters, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

None

Zoning Hearing Board/Conditional Use Applications

ZHB 2018-3; application of Mark Davies to expand Home Occupation, increase impervious coverage and increase non-resident employees

- Application dated February 28, 2018

Mark Davies, applicant, and his builder David Frankland, were present to represent the application. Jennifer McConnell summarized the history of the Home Occupation stating that in 2009, Mr. Davies obtained a Special Exception to have the home occupation as well as variances to allow a 576 SF addition to the existing accessory building, resulting in a total 1,666 SF of Home Occupation floor area (1200 SF allow) as well as over 14% impervious cover (8% allowed). The approved addition was never built due, in part, to the economy at the time. Since a building permit wasn't applied for within a year, the variance was null and void. Furthermore, the applicant is now requesting the same 576 SF addition as well as a 314 SF addition for storage related to the home occupation. In addition, he needs to install a new driveway to the upper floor of the garage where the home occupation is to address building accessibility which results in an impervious coverage of 15.77% (15% allowed). The final variance is related to the number of non-resident employees – two are permitted by right and the applicant is requesting a variance to allow six.

Discussion ensued between the Planning Commission and applicant as to the purpose of the additions and whether there could be any reduction. They felt that a total home occupation area of 1,991 SF is a significant increase over the 1,200 SF allowable. The Planning Commission felt the increase in impervious coverage was negligible and the increase will need to be addressed via stormwater management. The increase in employees was also significant, making the "home occupation" seem like more of a general business rather than a home occupation. The applicant explained that some of these employees were once residents but through life changes are no longer residing there – and therefore are now classified as "non-resident" employees. He currently has 5 non-resident employees but has requested 6 to allow for a new hire in the future. The applicant stated that he understood he was asking for "a lot", however he feels that the character of his business does keep with the neighborhood. Not everyone comes to the office every day and when they do, they come at staggered times. Generally there are no customers that come to the site unlike a day care or medical office, both of which are potential home occupation uses. There is no advertising or signage for the business and there are approximately three UPS/FedEX deliveries a week so no more than an average residential use. The PC asked if there was any flexibility in the size of the additions. The

applicant indicated that there may be some wiggle room on the storage or could consider other options like a shed, but this would be the most desirable. He understands that he will need to fully explain his case and justifications and hardship to the ZHB. After the discussion, the PC felt that overall, the home occupation, even after expansion, would generally fit in with the character of the neighborhood and not have a significant impact.

With no further discussion, the PC Chair called for a motion on the requested variances:

1. A motion was made by Troy Stacey, seconded by Gary McEwen, to support the variance request for a total of 1,991 SF of Home Occupation floor area. All in favor, motion carried.
2. A motion was made by Bob Witters, seconded by Troy Stacey, to support the variance request for a total impervious coverage of 15.77%. All in favor, motion carried.
3. A motion was made by Gary McEwen, seconded by Troy Stacey, to support the variance request for six (6) non-resident employees. Six in favor, one opposed (Bob Witters), motion carried.

Pending Ordinances

None

Other Business

Stevie Lapp, 2840 Compass Rd (TPN 22-10-14.4) – Authorize PC chair to sign Planning Module Component 1.

A sketch plan of the proposed subdivision has been reviewed by the Zoning Officer. The proposal intends to adjust lot lines and consolidate three lots into two. On the one lot that is developed, a new ag building is proposed and on the second, vacant lot, a new dwelling, barn and other associated improvements are proposed. This plan will come through the PC as part of the subdivision process in the future. The Zoning Officer has signed the module in Section J indicating compliance with Zoning and the same section requires the Planning Commission's signature. A motion was made by Gary McEwen, seconded by Melissa Needles, for Susan Lacy, as Chair, to sign Section J of the Component 1 Planning Module for Stevie Lapp. All in favor, none opposed. Motion carried.

Reuben Stoltzfus, 582 Icedale Road (TPN 22-8-94, 22-8-97) – Stormwater Management Waivers

The applicant is proposing to construct a new dwelling on the portion of his property south of Icedale Road. There is an existing dwelling on the northern portion of the Lot that will become an accessory apartment once the new dwelling is constructed. A stormwater management plan has been submitted for the proposed development and two infiltration basins are proposed. The existing soil conditions are limited in terms of infiltration ability, a common issue with the soils in the Township. The applicant found the limiting zone to be 12-24" below grade and therefore a 24" separation from the bottom of infiltration basin to limiting zone cannot be achieved. The applicant proposed to provide as much separation as possible and to install 12" of amended soils to aid in infiltration. Second, the field tested infiltration rate for Basin #1, when adjusted by a factor of safety of two, results in a dewatering time of 96 hours, in excess of the 72 hours allowed. An underdrain with a valve is proposed within the basin to allow dewatering when necessary to avoid standing water for extended periods of time. The PC asked the Township Engineer if she had any objections to the waivers, she did not. With no further discussion, a motion to recommend that the BOS granted the requested waivers from the Honey Brook Township Stormwater Ordinance Sections 20-306.J.1 and 20-306.J.3 regarding the minimum separation between the bottom of infiltration facility and limiting zone and the 72-hour maximum dewatering time was made by Gary McEwen, seconded by Melissa Needles. All in favor, motion carried.

Pleasantview Welding – Route 322 between Reservoir Rd & Poplar Road

The Planning Commission saw a sketch plan for this project a few months back. Pleasantview Welding, with a business operation currently on the northwest corner of Reservoir Road and Route 322 is looking to expand to the northeastern corner where it currently has limited operations. A new 50,000 SF building, parking lot, etc is proposed to supplement the existing manufacturing building already on site. Existing site

entrances onto Route 322 will be eliminated and access will be taken from Reservoir Road mostly for truck traffic and Poplar Road for primarily passenger traffic. Jennifer McConnell noted that she met with his applicant and consultants earlier in the day regarding the necessity for traffic improvements along Route 322. The preliminary traffic analysis shows that a left turn lane on Route 322 at Reservoir Road would be required along with widening of both radii for Reservoir Road. Furthermore, widening of the radii for the northwest corner of Poplar / Route 322 may also be necessary. The applicant feels that the level of improvements is extensive for his proposed development / use and is asking the Township to consider limiting the improvements that may be required. Jennifer McConnell discussed this in general with the Township Manager earlier who recommended that the PC give input at tonight's meeting. It was discussed that with the proposed rezoning, there are limited additional industrial lots north on Reservoir Road and most of these are already developed. There is more industrial zoned lots on Poplar Road. It was noted that the proposed business has limited traffic being an Amish run business and sees approximately 5 truck trips a day. It was noted that the left turn warrant for Reservoir Road is met during the PM peak hour (4-6 pm), but the business closes at 4:30 pm. The warrant is not met during the AM hour (6-9 am) and the business opens around 6. Based upon numbers provided by the applicant's traffic consultant, the number of trips is dictated simply by a manufacturing use and square footage of building with no consideration of intensity of use. It appears that an increase of 4 or more truck trips generates the warrant for the PM hour. It was noted that Pleasantview Welding has been using the existing manufacturing building on-site and a few other structures on the subject lot for the past 3+ years. The Planning Commission felt that the Township could potentially consider limiting the required improvements provided there were provisions in place that in the future if the business expanded beyond a certain level (in terms of traffic) or another more traffic intense use occupies the property, the Township can require a reevaluation of traffic conditions and potentially require additional roadway improvements at that time. They would like the Solicitor to comment on the legality of this. At a minimum, the PC felt that the intersection radii needed to be improved to handle larger trucks.

Zoning Amendments

It was noted that John Theilacker had amended the last draft of the Zoning Ordinance based upon the discussions at the last Task Force meeting. It was noted that there is a tight timeframe for approval of this Ordinance due to the grants received and that while the PC will have one more formal review under the Act 247 process, the Township desires all comments to be made at this time. The following items were discussed:

1. Gary McEwen had started reviewing these changes and indicated that most appear to have been addressed, but not all. He offered to continue to go through the revised final draft to determine any changes that weren't made and produce a final comment list on behalf to the PC / Township's representation on the Task Force. All agreed to this.
2. Melissa Needles inquired about the kennel changes and indicated that she would review those against the recommendations of the Kennel Task Force.
3. The PC appeared to be in agreement that the Tel Hai properties should be rezoned MUR to reflect the existing use and not remain zoned as Agricultural.
4. The PC noted that the owners of Schnure Manufacturing should be contacted specifically to discuss the rezoning of their property. It was noted that the existing business appears to be shut down and the rezoning could affect future buyers/use of the property whereas this is an existing non-conforming use.
5. There were some comments about cell towers not being permitted in RC now, but there was discussion that in higher elevations of RC, perhaps they should be allowed by Conditional use.
6. Melissa Needles indicated concern over impervious coverage for very small lots under the Conservation Design option and feels it limits the ability for homeowners to add simple things like pools/patios/sheds, etc. They feel for this type of subdivision, stormwater should be designed based upon maximum impervious coverage on each lot.
7. It was noted that the TDR calculation is much simpler now, but Gary McEwen indicated that the Task Force discussion was to have the same factor / calculation for both A- and RC- Zoning districts (0.54 was proposed). He indicated that John Theilacker had changed the calculation completely for RC and the factor for A- was reduced to 0.50.

Jennifer McConnell indicated that the Planning Commission was asked to have any final comments to Steve Landes, Township Manager, and Technicon by the end of next week (March 30th). The Township

Engineer, Solicitor and Manager will be meeting to discuss all comments in advance of the special meeting on April 5th where the public is invited to provide any comments on the draft.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

- April 5 – Board of Supervisors Special Meeting (6:00 PM) and Workshop Meeting (7:00 pm)
- April 11 – Board of Supervisors Regular Meeting (7:00 pm)
- April 12 – Trail Study Committee (7:00 pm)
- April 17 – Land Preservation Committee (7:00 pm)
- April 19 – Park & Recreation Board Regular Meeting (7:30 pm)
- April 26 – 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 7:55 pm.

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

Respectfully Submitted,

Jennifer McConnell
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
May 24, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, May 24, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Levi Kauffman, Troy Stacey, Terry Schmidt, and Melissa Needles. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Bob Witters

Guests: None

Minutes:

Upon review and with no further discussion, additions or corrections, the Chair called for a motion to approve the March 22, 2018 Planning Commission meeting minutes. The motion was made by Troy Stacey, seconded by Terry Schmidt. All in favor. None opposed. The motion carried. It was noted that there was no Planning Commission meeting in April 2018.

Subdivision/Land Development Applications - None

Zoning Hearing Board/Conditional Use Applications

ZHB 2018-5; application of Shawn & Lisa McCormick, 718 Meadow Drive (TPN 22-6-15.2) to reduce the required front, rear and side setbacks for proposed house additions, decks and accessory building
- Application dated May 4, 2018

The applicants were present and outlined their request. They noted that they recently moved to the area and loved the house but it is small. They indicated that they didn't realize expanding would be an issue since some of the adjoining houses were larger than theirs. They noted a few changes to the sketch attached to the application in that they are changing the patio to a deck and increasing the length to 30' and extending the proposed family room from 15' to 18' wide to close in the gap between the two structures. They noted that the garage addition was for more space and also to try and mitigate the noise in the house from Route 322 and surrounding industrial businesses. Jennifer Van Dyke reviewed the required and proposed setbacks for the proposed improvements – a front yard setback of 40' is required and 27' from Route 322 is proposed; a rear yard setback of 60' is required and 17' is proposed and for the accessory building a side yard setback of 20' is required, 10' proposed. She noted that these required setbacks are based upon agricultural zoning for a 1-2 acre lot, however the existing lot is only 0.46 acres in size. The Planning Commission asked what setbacks would be if it was more appropriately zoned R or other ordinance provisions that would allow such a small lot. Jennifer Van Dyke indicated that the setbacks are reduced for smaller lots and the closest provisions for such a lot size would be under the Conservation Design option for the RC district which requires 20,000 SF lots. In this case an accessory building would only need to be 12' off the lot lines and the front and rear setbacks would be 25'. It was also noted that the proposed impervious coverage is under the 20% threshold. The Planning Commission asked if there were any provisions for non-conforming lots that would benefit them but it was noted that they are allowed to expand under these provisions but that the expansion must not worsen any existing non-conformities unless a variance is granted.

The applicants noted that they have discussed their project with the neighbors and they did not express any opposition. It was also noted that adjoining property owners must be notified as part of this hearing process. Furthermore it was noted that the property to the rear is generally wet and used for grazing of animals. With no further discussion, the PC Chair called for a motion on the requested variances:

A motion was made by Troy Stacey, seconded by Gary McEwen, to support the variances for front, rear and side yard setbacks as described in the application / site plan. All in favor, motion carried.

ZHB 2018-4; application of Samuel Zook, 641 Compass Road (TPN 22-6-39) to operate a custom framing shop as a home occupation in the C-Commercial district and to increase the allowable home occupation floor area

- Application dated April 16, 2018

No one was present to represent the application. Jennifer Van Dyke reviewed the special exception application noting that Home Occupations that do not meet the requirements for “no-impact” are permitted in the C-Commercial zoning district if a Special Exception is obtained. The Planning Commission asked about why this would not be a no-impact home occupation. The proposed home occupation is to be located in an existing accessory building, rather than the dwelling itself, and thus does not meet the “no-impact” requirements. She noted that the proposed home occupation appears to meet all the requirements outlined in Section 27-1603.D of the Zoning Ordinance except for the allowable floor area for the home occupation. On a 2-acre lot, the maximum floor area occupied by the home occupation is 1,800 SF. The applicant proposed to utilize 75% of an existing 2,080 SF accessory building, resulting in approximately 3,120 SF of floor area devoted to the home occupation. The existing building, as presently located, meets the required yard setbacks for a home occupation. A Planning Commission member asked where his diesel shed would be and noted that it may be within the building itself, along with a dust collection system. It was noted that noise from the diesel shed could be a concern to adjoining neighbors.

With no further discussion, the PC Chair called for a motion on the requested special exception & variance:

A motion was made by Gary McEwen, seconded by Levi Kauffman, to support the special exception for the home occupation and variance request for a total of 3,020 SF of Home Occupation floor area provided that any noise associated with the home occupation is mitigated as to not affect surrounding properties and that the applicant complies with the hours of operation for Home Occupations. All in favor, motion carried.

Pending Ordinances

It was noted that there is a special meeting on Thursday May 31st at 7 pm at the Honey Brook Township Building to discuss the draft Zoning Ordinance.

Other Business - None.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- June 7 – Board of Supervisors Special Meeting (6:00 PM) and Workshop Meeting (7:00 pm)
- June 13 – Board of Supervisors Regular Meeting (7:00 pm)
- June 14 – Trail Study Committee (7:00 pm)
- June 18 – ZHB 2018-4 (Samuel K. Zook, 7:00 pm) & ZHB 2018-5 (Shawn & Lisa McCormick, 8:00 pm)
- June 21 – Park & Recreation Board Regular Meeting (7:30 pm)
- June 28 – 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 Terry Schmidt and seconded by Troy Stacey. All in favor. None opposed. The meeting was adjourned at 7:45 pm.

The next Planning Commission meeting will be June 28, 2018.

Respectfully Submitted,

Jennifer Van Dyke
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
June 28, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, June 28, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Bob Witters, Troy Stacey, Terry Schmidt, and Melissa Needles. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Levi Kauffman

Guests: None

Minutes:

Upon review and with no further discussion, additions or corrections, the Chair called for a motion to approve the May 24, 2018 Planning Commission meeting minutes. The motion was made by Gary McEwen and seconded by Bob Witters. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications - None

Zoning Hearing Board/Conditional Use Applications

ZHB 2018-6; application of Amos & Elizabeth Kauffman, 2069 Beaver Dam Road (TPN 22-9-28) to subdivide a parcel and place an Amish parochial school on a 10-acre parcel

- Application dated June 7, 2018

The applicant was present along with his engineer, Michael Cowen of Commonwealth Engineers. Ms. Van Dyke indicated that she had a pre-application meeting with the applicant and his engineer to discuss the proposed plan. The applicant wishes to subdivide the existing 20+/- acre parcel into two 10-acre lots and give one lot to his son and retain the other. On the lot he would retain, he would like to construct a farm-related school. The school board chose this location due to the proximity of students and the clear views around the school which is desirable to the Amish after the Nickels Mine school shooting years ago). However, the minimum lot area per the Zoning Ordinance for a farm-related school is 20 acres, but a school can only occupy 2 of those 20 acres. The intended area for the school is less than 2 acres, however the resultant lot after subdivision is 10 +/- acres. The Planning Commission asked why they needed to subdivide and questioned if there were provisions in the Ordinance to allow two dwellings on one property if it is 20 acres. After a review of the Ordinance it was noted that the allowance for a second dwelling is related to a second accessory dwelling unit, not separate principal dwellings. The proposed Zoning Amendment may result in changes to this, but as of now, the Ordinance would not allow two separate dwellings. The Planning Commission noted that the applicant is creating the hardship by subdividing the lot, however the applicant explained that it was his intention originally to subdivide the lot to give one lot to his son and in the future he may sell the other lot to another child. In the meantime, the school board asked him about placement of the farm-related school and he is trying to take care of his family's needs as well as the school. With no further discussion, the PC Chair called for a motion on the requested variances:

A motion was made by Gary McEwen and seconded by Melissa Needles, to support the variance to allow a farm-related school on a 10-acre lot as depicted on the application / site plan. All in favor, motion carried.

ZHB 2018-7; application of Alvin Zook, 309 Reservoir Road (TPN 22-3-9) to construct an agricultural building within the 60' setback

- Application dated June 13, 2018

Mr. & Mrs. Zook were present to represent the application. Jennifer Van Dyke reviewed the application for the Planning Commission noting that the Zook's had received a permit for a carriage shed that met the

required setbacks, however, they now want to change the size of the building to 24' x 24'. With keeping the building in the same location and the size change, the resultant front yard setback is 55' rather than the 60' required for structures containing large animals (horses). The Planning Commission asked why it was a 60' setback if the barn would just contain carriages. Mr. Zook noted that one horse would be kept in there. The Planning Commission asked where the horse is kept now, and Mr. Zook indicated it was in the existing barn but they'd prefer to have it with the carriage. The PC then asked whether the building could be shifted to provide the required setback. The applicants noted that it would then be partially alongside the existing granny flat. The Planning Commission advised Mr. Zook that they had concerns over whether the ZHB would grant the variance since there are other locations on-site that the carriage barn could be placed that would meet the setbacks. They asked if he would consider shifting the barn or if he could keep the horse in the existing barn – if so, then the variance would not be needed and he would not need to go to the expense for something that may not be approved. Mr. Zook indicated that he could shift it back and Jennifer Van Dyke indicated that he should call the Township tomorrow and confirm whether he will shift the building, keep the horse in the existing barn and/or proceed with the variance application. With no further discussion, the PC Chair called for a motion on the requested variance:

A motion was made by Troy Stacey and seconded by Melissa Needles, to support the variance application but recommend strongly that Mr. Zook opt to shift the barn to comply with the required setbacks. All in favor, motion carried.

Pending Ordinances

Proposed Zoning Ordinance – Act 247 Review – the Act 247 process requires that the Township send the Ordinance to the County and local Planning Commission for review. An electronic version was sent to all PC members and a hard copy can be obtained from the Township office upon request. Gary McEwen and Melissa Needles indicated that they have not finished reviewing the Ordinance and would like to table a recommendation until the July meeting. No action taken.

Other Business

Study Committee for Comprehensive Recreation, Parks, Open Space and Greenways Plan – Susan Lacy noted that the Township has issued an RFP (request for proposal) to develop this plan and is forming a committee to work with the consultant on this anticipated 18-month project. The Township Manager asked Susan to determine if there was any interest in being on the Committee from the Planning Commission. The Planning Commission felt that Susan would be the best representative given her background. Susan indicated that she would think it over and let Steve know if she decides to join. There was no other Planning Commission members interested.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- July 5 – Board of Supervisors Workshop Meeting (7:00 pm)
- July 11 – Board of Supervisors Regular Meeting (7:00 pm)
- July 12 – Trail Study Committee (7:00 pm)
- July TBA – ZHB 2018-6 (Amos & Elizabeth Kauffman) & ZHB 2018-7 (Alvin Zook)
- July 19 – Park & Recreation Board Regular Meeting (7:30 pm)
- July 26 – Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made and seconded. All in favor. None opposed. The meeting was adjourned at 8:10 pm.

The next Planning Commission meeting will be July 26, 2018.

Respectfully Submitted,

Jennifer Van Dyke
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
July 26, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, July 26, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Levi Kauffman, Troy Stacey, Terry Schmidt, and Melissa Needles. Township Engineer, Michael Reinert, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Bob Witters

Guests: None

Minutes:

Upon review of the June 28, 2018 Planning Commission meeting minutes, additional information was added as to who made each motion. With no further discussion, the Chair called for a motion to approve the June 28, 2018 Planning Commission meeting minutes with the noted changes. The motion was made by Troy Stacey and seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications - None

Zoning Hearing Board/Conditional Use Applications - None

Pending Ordinances - None

Other Business

Honey Brook Golf Club Component 4A – It was noted that the Honey Brook Golf Club is working to address sewage planning needs for the recently approved full service restaurant use as well as a future banquet facility within an existing building. Technicon completed the Component 4A form on behalf of the Planning Commission, noting that the banquet facility would require zoning relief. A motion was made by Levi Kauffman, seconded by Troy Stacey to authorize the Planning Commission Chair to sign the Component 4A form. All in favor. Motion carried.

Ickes / Hofbauer Stormwater Waiver – The applicants are proposing to construct a single-family dwelling and associated improvements on Lot 3 of the Richard Wilson subdivision off Talbotville Road near the Suplee Road intersection. The applicant's engineer has requested a partial waiver of stormwater management requirements to allow for a pre-development to post-development peak rate runoff storm for storm match as opposed to the 10-year post to 2-year pre requirement outlined in the Ordinance. Justification from the applicant's engineer includes limited disturbance, low infiltration rates, and majority of the development runoff goes towards existing floodplain. A motion was made by Troy Stacey and seconded by Gary McEwen to recommend that the Board of Supervisors grant the requested peak rate runoff waiver. All in favor. Motion carried.

Draft Zoning Ordinance – It was noted that no review has been received from the Chester County Planning Commission yet. The Planning Commission made no specific Ordinance comments. A motion as made by Gary McEwen and seconded by Melissa Needles to table any recommendations on the draft Zoning Ordinance until a review from the CCPC has been received. All in favor, motion carried.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- August 2 – Board of Supervisors Workshop Meeting (7:00 pm)
- August 8– Board of Supervisors Regular Meeting (7:00 pm)
- August 13 – ZHB 2018-6 (Amos & Elizabeth Kauffman)
- August 16 – Park & Recreation Board Regular Meeting (7:30 pm)
- August 23 – 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 Levi Kauffman and seconded by Troy Stacey. All in favor. None opposed. The meeting was adjourned at 7:50 pm.

The next Planning Commission meeting will be August 23, 2018.

Respectfully Submitted,

Michael Reinert
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
August 23, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, August 23, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Troy Stacey, Bob Witters, and Terry Schmidt. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Melissa Needles, Levi Kauffman

Guests: None

Minutes:

Upon review of the July 26, 2018 Planning Commission meeting minutes, there were no comments. With no further discussion, the Chair called for a motion to approve the July 26, 2018 Planning Commission meeting minutes. The motion was made by Bob Witters and seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

#2018-1, Stevie F. Lapp subdivision plan (Tax Parcel Numbers 22-10-14.4, 22-10-14.3, 22-10-13)
- TEI Review Letter dated August 16, 2018
- Application dated June 27, 2018
- Plan revision dated July 26, 2018

Jennifer Van Dyke introduced the plan noted that this property is along the southern end of Compass Road near the West Caln border. The applicant is proposing to annex parcels and ultimately create two lots out of three existing lots. The design engineer, Kevin Witmier of Impact Engineering, had a color-coded plan to further explain the lot configurations. It was noted that the resultant lots meet zoning requirements for lot area, setbacks, and woodland disturbance. Lot 1 contains an existing dwelling and ag building. In addition to the subdivision, a new dwelling and barn are proposed on Lot 2 along with an additional agricultural building on Lot 1. The proposed development also meets all zoning requirements. The review letter was discussed noting that administrative items including NPDES permit, sewage planning and cost estimate were in process and that the PennDOT for the new driveway is approved. The Planning Commission indicated that there was no need for additional landscaping given the existing woodlands and proposed house location. Mr. Witmier indicated that they would comply with all review letter comments and that electronic revisions were sent earlier that day to the Township Engineer. With no further discussion, the PC Chair called for a motion on requested conditional plan approval:

A motion was made by Troy Stacey and seconded by Bob Witters to recommend that the BOS grant conditional final plan approval contingent upon compliance with Technicon's August 16, 2018 review letter. All in favor, motion carried.

Zoning Hearing Board/Conditional Use Applications –

ZHB 2018-8; application of John L. Stoltzfus, Mount Pleasant Road (TPN 22-9-1.1) to construct an ECHO (elder cottage housing opportunity) in excess of allowable square footage

- Recommended motion dated <TBA>

- Application dated August 1, 2018

The applicant wishes to construct an ECHO unit on his property located at 713 Mt. Pleasant Road which requires a special exception from the Zoning Hearing Board. In addition, the applicant is proposing a 1280 SF unit which exceeds the 1,000 SF permissible floor area and requires a variance. A discussion ensued regarding the differences in definition and regulations for an ECHO unit (temporary only, for care of elderly, handicapped or disabled relative), accessory dwelling units, and accessory apartments, the latter two which are generally permanent in nature and have varying size, location and occupancy requirements. It was noted that the zoning regulations for these uses are being modified by the draft Zoning Ordinance which is being considered for adoption later this year. The applicant was present and noted that his in-laws wanted slightly more space than a unit meeting the 1000 SF footprint would provide. Jennifer Van Dyke indicated that all setbacks and impervious cover requirements are met. She also noted that the applicant, if granted the special exception to have the ECHO, will have to execute a temporary dwelling unit agreement with the Township requiring the removal of the unit when it is no longer utilized as permitted, as well as have to obtain the necessary approvals from the Chester County Health Department for septic approval.

With no further discussion, the Chair called for a motion on the Special Exception application. A motion was made by Gary McEwen and seconded by Bob Witters to support the special exception application for the ECHO unit. All in favor, motion passed.

With no further discussion, the Chair called for a motion on the variance application for unit size. A motion was made by Gary McEwen and seconded by Terry Schmidt to support the variance to allow a 1,280 SF ECHO unit.

Pending Ordinances - None

Other Business

Draft Zoning Ordinance – It was noted that a review has been received from the Chester County Planning Commission. Their letter indicated that the draft Zoning Ordinance is consistent with the Comprehensive Plan and other County planning documents. There were two suggestions to reformat the landscaping list and to add illustrations for certain definitions. The Planning Commission discussed the review letter noting that they did not see a reason to change the Ordinance to incorporate these items. A question was asked whether the public hearing was scheduled. Jennifer Van Dyke indicated she believes it is September 12th as part of the BOS meeting but will confirm. It was also confirmed that the version that was emailed to the PC just prior to the June PC meeting is the version that was sent to the County for Act 247 review and will be the subject of the Ordinance hearing. The Planning Commission also indicated that there should be a table of contents, page numbers and index for the Ordinance.

With no further discussion, the Chair called for a motion to recommend approval of the Zoning Ordinance. A motion was made by Bob Witters and seconded by Gary McEwen to recommend that the BOS adopt the draft Zoning Ordinance with the inclusion of a table of contents, index and page numbers but with no revisions based upon the “other comments” section of the CCPC letter. All in favor, motion carried.

Invasive Species – Bob Witters mentioned the recent sightings of the Spotted Lanternfly in the area and others comments that the Emerald Ash Bore is also affecting trees. It was noted that there's tape and some sprays that are supposed to work on the lanternflies.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- September 6 – Board of Supervisors Workshop Meeting (7:00 pm)
- September 12 – Board of Supervisors Regular Meeting (7:00 pm)
- September TBA – ZHB 2018-8 (John L. Stoltzfus)
- September 13 – Trail Study Committee (7:00 pm)
- September 18 – Land Preservation Committee (7:00 pm)
- September 20 – Park & Recreation Board Regular Meeting (7:30 pm)
- September 27 – 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 Gary McEwen and seconded by Terry Schmidt. All in favor. None opposed. The meeting was adjourned at 7:45 pm.

The next Planning Commission meeting will be September 27, 2018.

Respectfully Submitted,

Jennifer Van Dyke
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
September 27, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, September 27, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Troy Stacey, Bob Witters, Levi Kauffman, and Terry Schmidt. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Melissa Needles

Guests: None

Minutes:

Upon review of the August 23, 2018 Planning Commission meeting minutes, there were no comments. With no further discussion, the Chair called for a motion to approve the August 23, 2018 Planning Commission meeting minutes. The motion was made by Bob Witters and seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

#2018-2, subdivision plan – Edge of the Brook (Tax Parcel Numbers 22-7-65 & 12-4-3)

- Engineer's letter dated September 17, 2018
- Application dated August 31, 2018
- Plan dated July 26, 2018

Applicant pulled off the agenda earlier in the day.

#2018-3, lot add-on plan – Stephen R. Stoltzfus (TPNs 22-6-41 & 22-6-41.1)

- Engineer's letter dated September 17, 2018
- Application dated September 4, 2018
- Plan dated August 30, 2018

Applicant pulled off the agenda earlier in the day.

#2018-4, subdivision plan – Christian & Barbara Fisher (22-7-83)

- Engineer's letter dated September 17, 2018
- Application dated September 11, 2018
- Plan dated August 8, 2018

Jennifer Van Dyke introduced the plan noting that the PC saw this plan before as part of a variance application. The existing lot contains two dwellings, a rural occupation and farm buildings. The applicant is intending to subdivide off a 10-acre parcel that will contain one of the dwellings and the rural occupation. She noted that the subdivided lots comply with the lot area requirements and that variances were obtained for setbacks from existing buildings that would become non-conforming by the subdivision. A variance was also obtained for impervious coverage of Lot 1 that allows the addition of an additional 5,000 SF of impervious coverage in the future. Jennifer Van Dyke went over the review letter noting that there are minor items to be added to the plans and monumentation to be set. The surveyor noted that he has submitted revisions to address the

comments but they haven't been reviewed yet; he will follow up with the applicant on the use of the boiler as to whether it is still shared and an easement is necessary. Landscaping for minor subdivisions is at the PC's discretion – it was noted that all the buildings are existing but there is one future farm building proposed which would be situated over 100 ft from the property line. The PC felt no additional landscaping was necessary. With no further discussion, the PC Chair called for a motion on requested conditional plan approval:

A motion was made by Troy Stacey and seconded by Bob Witters to recommend that the BOS grant conditional final plan approval contingent upon compliance with Technicon's September 17, 2018 review letter. All in favor, motion carried.

Zoning Hearing Board/Conditional Use Applications –

Conditional Use application #2018-2 of Mobile Realty 3, LLC, to expand the existing Mobile Home Park use (22-8-81) and Variance Application #2018-10 of Mobile Realty 3, LLC, to exceed the permitted disturbance in the precautionary and prohibitive slope areas as well as in woodland, and to permit the proposed use in a prohibitive slope area (22-8-81)

- Application dated 9/12/2018

Applicant pulled off the agenda to address comments in TEI's review letter and will come to the October 10th BOS meeting and the October 25th PC meeting for discussion of their applications prior to the Zoning Hearing on November 12th. The PC briefly reviewed the plan noting that substantial woodland disturbance is proposed and questioning whether there is a demand for that many manufactured homes (some felt there is, others not). The PC asked whether the roads were to be public or private and what type of sewer / water connection is proposed. Jennifer Van Dyke noted that road ownership and water / sewer information was not indicated on the application.

ZHB 2018-11 application of J-Lyn Holdings, LP, to construct a new building within the front and side setbacks (22-3-11.1)

-Application dated 9/24/18

The applicant was present and indicated that he wishes to locate his business, Smucker Fencing at the property located at 5277 Horseshoe Pike. There are two smaller existing buildings on-site, the principal one is located only 14.84' off the ultimate ROW line of Route 322. The applicant proposes to construct a 70' x 125' building along the property frontage, set 15' off the ROW line and 25' off the side lot line. They also propose to construct a 12' x 90' lean to set parallel to the side lot line, 25' off. The front yard setback in the BI – Business Industrial district is 50', however Section 902.B allows modifications of front yard setbacks which would allow the building to be ~32.5' off the ROW line. The required side yard setback in the BI district is 50' as well. Variances are requested to allow the principal building to be only 15' off the ultimate ROW line and 25' off the side lot line and to allow the run-in shed to be 25' off the side lot line.

Jen Van Dyke indicated that the use is a permitted use in the district and the applicant is below the maximum impervious coverage threshold. The PC asked about the hardship and reason for the proposed setbacks. The applicant noted that due to parking circulation for delivery trucks the added paving area is necessary. Jen Van Dyke also noted that the application indicates that there is significant floodplain and wetland areas on site as depicted on the plans.

The PC indicated that screening of the principal building from the roadway would improve aesthetics and also provide energy savings. They asked where the stormwater controls would go and the applicant noted that underground facilities below the pavement are proposed as well as pervious paving. The PC questioned whether the large trees being removed would need to be

replaced – it was noted that this will need to be researched. It was noted that the project will have to go through the land development process if the requested variances are granted.

It was strongly recommended by the Township Engineer that the applicant evaluate its ability to provide the required number of parking spaces and/or loading areas as required by Sections 27-909 and 27-910 of the Ordinance prior to the Zoning Hearing.

With no further discussion, the Chair called for a motion on the variance application. A motion was made by Troy Stacey and seconded by Bob Witters to support the variance application for the reduced setbacks. All in favor, motion passed.

Pending Ordinances - None

Other Business

Planning Module Component 1 for Levi P. Kauffman, 665 Mill Rd (22-6-22.3) – authorize/not authorize PC Chair to sign Section J

It was noted that this is not the PC member Levi Kauffman. The applicant intends to construct an accessory dwelling unit on his property along with a barn and driveway extension. Stormwater plans have been submitted. Due to the new dwelling, the applicant must go through the sewage planning process. The planning module must be signed by the PC chairperson indicating compliance with Zoning. A motion was made by Gary McEwen and seconded by Levi Kauffman (PC Member) to authorize the PC Chair to sign the Component 1 Planning Module once it has been approved by the Chester Co. Health Department.

Zoning Ordinance – It was noted that the new Zoning Ordinance has been passed and the PC requested copies.

November & December Meetings – It was noted that the November PC meeting will be the 15th (3rd Thursday) and the December PC meeting will be the 13th (2nd Thursday) due to the holidays.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- October 3 – Park & Rec Comp Plan Study Committee Open House (6:00 – 8:00 pm)
- October 4 – Board of Supervisors Workshop Meeting (7:00 pm)
- October 10– Board of Supervisors Regular Meeting (7:00 pm)
- October 11 – Trail Study Committee (7:00 pm)
- October 22 – Zoning Hearing #2018-9 (Lauer appeal to NOV) (7:30 pm) and #2018-11 (J-Lyn Holdings Variance Application) (8:00 pm)
- October 18 – Park & Recreation Board Regular Meeting (7:30 pm)
- October 25 – 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 Terry Schmidt, seconded by Bob Witters. All in favor. None opposed. The meeting was adjourned at 8:00 pm.

The next Planning Commission meeting will be October 25th, 2018.

Respectfully Submitted,
Jennifer Van Dyke
Township Engineer

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

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, September 27, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:12 p.m. by Gary McEwen, Vice-Chairperson. Commissioners present were Troy Stacey, Bob Witters, and Melissa Needles. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Susan Lacy, Terry Schmidt, Levi Kauffman

Guests: None

Minutes:

Upon review of the September 27, 2018 Planning Commission meeting minutes, there were no comments. With no further discussion, the Vice-Chair called for a motion to approve the September 27, 2018 Planning Commission meeting minutes. The motion was made by Bob Witters and seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

#2018-3, lot add-on plan – Stephen R. Stoltzfus (TPNs 22-6-41 & 22-6-41.1)

- Engineer's letter dated October 15, 2018
- Application dated September 4, 2018
- Plan dated August 30, 2018, Revised September 20, 2018

Jennifer Van Dyke indicated that she spoke with the engineer earlier in the day and he indicated an ability to comply with everything in the review letter but noted that they could not attend the meeting. She explained that the intention is to add 1.435 acres of the existing farm parcel to Lot #1 bringing that lot to a total 3.73 gross acres. The proposed lots comply with all zoning requirements in terms of setbacks and impervious coverage. Lot #1 is existing non-conforming with a lot area of over 2 acres but less than 10 acres and is becoming less non-conforming by this proposal. The remaining review comments are minor in nature including listing existing impervious cover, providing draft deeds, and a few minor drafting items. The applicant's engineer recently resubmitted plans/draft deeds to address the noted review comments but these have not yet been reviewed. With no further questions, the PC Vice-Chair called for a motion on requested conditional plan approval:

A motion was made by Troy Stacey and seconded by Melissa Needles to recommend that the BOS grant conditional final plan approval contingent upon compliance with Technicon's October 15, 2018 review letter. All in favor, motion carried.

Zoning Hearing Board/Conditional Use Applications –

None

Pending Ordinances - None

Other Business

Planning Module Component 2 for Baron Hill Storage, 300 Gooseberry Lane (TPN 22-11-35)– authorize/not authorize PC Chair to sign Component 4A

It was noted that this Planning Module is related to the proposed campground on the property that was previously approved by Conditional Use. Addressing sewage planning / permitting is one of conditions of the approval. Michael Reinert, Technicon Enterprises Inc. II, reviewed the Planning Module and also completed Component 4A, which discusses compliance with local ordinances and comprehensive plans, on behalf of the Planning Commission. The module is also reviewed by the Chester County Health Department, Chester County Planning Commission, and DEP. Component 4A of the planning module must be signed by the PC chairperson indicating compliance with Zoning and other local regulations. A motion was made by Bob Witters and seconded by Melissa Needles to authorize the PC Chair to sign the Component 4A of the Planning Module. All in favor, motion passed with Troy Stacey abstaining due to a personal interest.

Act 537 Plan – The updated Act 537 plan is available for review / comment. PC members can request an electronic or hand copy from the Township. Comments on the Plan shall be brought to the November PC meeting.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- November 8– Board of Supervisors Workshop Meeting (7:00 pm)
- November 8 – Trail Study Committee (7:00 pm)
- November 14– Board of Supervisors Regular Meeting (7:00 pm)
- November 15 – Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, the Vice-Chair called for a motion to adjourn. The motion was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The meeting was adjourned at 7:28 pm.

The next Planning Commission meeting will be November 15th, 2018.

Respectfully Submitted,

Jennifer Van Dyke
Township Engineer

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
December 13, 2018
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, December 13, 2018, at the Honey Brook Township Building. The meeting was called to order at 7:03 p.m. by Susan Lacy, Chairperson. Commissioners present were Gary McEwen, Terry Schmidt, Levi Kauffman, Bob Witters, and Melissa Needles. Township Engineer, Jennifer Van Dyke, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Troy Stacey

Guests: John McHugh, Supervisor

Minutes:

Upon review of the October 25, 2018 Planning Commission meeting minutes, there were no comments. With no further discussion, the Chair called for a motion to approve the October 25, 2018 Planning Commission meeting minutes. The motion was made by Gary McEwen and seconded by Levi Kauffman. All in favor. None opposed. The motion carried. It was noted that there was no Planning Commission meeting in November 2018.

Subdivision/Land Development Applications

#2018-5, Honey Brook Estates Subdivision Plan (TPNs 22-7-49.1.E)

Jennifer Van Dyke indicated that they heard earlier in the day from the engineer who indicated that they would not be attending the Planning Commission meeting. This subdivision is subject to a settlement agreement reached between the applicant and the Township based upon an original project submission from around 2006. The settlement agreement gives general approval of the 37 lot development in terms of layout, lot sizes, lot coverage, etc, and only requires the applicant to obtain approval from the Board of Supervisors (no formal recommendation by the PC is necessary). The applicant is still subject to outside agency approvals including PennDOT who will determine the need for turning/acceleration/deceleration lanes, PADEP for wetlands disturbance and NPDES permit; water and sewer authorities, etc. The applicant also needs to comply, within reason, with other Township Ordinance requirements as identified in the Technicon review letter dated November 30, 2018. The Planning Commission noted that they would like to see a recreational fee-in-lieu of actual facilities given the environmental constraints on the open space land and sidewalks on a minimum one side of the road with additional walking trails.

Zoning Hearing Board/Conditional Use Applications –

Conditional Use application #2018-3 of Amos & Elizabeth Kauffman, 2069 Beaver Dam Road (22-9-28), to utilize an area in the Zone Two Riparian Buffer as a play/recreation area for a farm school
- Application dated 12/4/2018
- Engineer's letter dated December 7, 2018

The applicant's engineer, Jim Haigney of Commonwealth Engineers, was present to explain the application. The PC previously saw this plan/project as part of a variance application to allow an Amish farm-related school on a 10-acre lot as opposed to the 20 acres required by Ordinance. The applicant plans to surround the area being utilized by the school with a fence. The fenced

area encompasses approximately 1/3 of an acre of land that falls within the Zone 2 riparian buffer for an existing stream on the property. The use of this land would go from existing pasture to grass and will be used for a play area for the school students. As part of this project an existing driveway will be shifted west further away from the existing stream. The PC noted that the proposed use is better than the existing ag use in terms of impact on the sensitive stream and riparian buffer.

With no further discussion the Gary McEwen made a motion to recommend to the BOS that they grant the conditional use for a recreational area within the Zone 2 riparian buffer. The motion was seconded by Melissa Needles, all in favor, none opposed.

Variance application #2018-12 of Ivan & Barbara Kauffman, 590 Beaver Dam Road (22-10-44.6) to construct an Ag building for farm animals & a kennel within the side yard setback

It was determined during the PC discussion, that the land is owned by Ivan and Barbara Ann Fisher, not Kauffman. An email was sent to the Township and applicant noting that the owner's name on the application and plan needed to be updated. The application was signed by Ivan Fisher.

Jennifer Van Dyke noted that the applicant intends to operate a kennel on the property and the variance application is to allow the kennel building to be 5' from the property line rather than the required 60'. It was noted that the kennels are now permitted by right in the RC district and the property meets the minimum area requirement of 2 acres. The PC was unclear when in the Ordinance amendment process the kennels became a use permitted by right and not conditional use. Jen Van Dyke indicated that to the best of her knowledge, it was a discussion between the Solicitor and Township Manager / Supervisors. The PC felt that 5' away from the property line was not sufficient and felt that the applicant could shift and/or rotate the building to be further from the property line.

A motion was made by Gary McEwen, seconded by Terry Schmidt, to support the variance if the applicant would provide a 30' setback from the property line and noted that the areas of floodplain and watercourses on the property should be shown. All in favor, motion passed.

Pending Ordinances - None

Other Business

Act 537 Plan Comments: The PC had no comments on the 537 plan.

Honey Brook Golf Club (22-7-92) Planning Module; Authorize PC Chair to sign Component 4A:

Jennifer Van Dyke noted that a revised planning module was submitted to utilize the on-lot sewage system rather than connecting to public sewer as the original planning module proposed. The Component 4A covers topics related to how the project complies with Township Zoning, SALDO ordinances and the Comprehensive Plan. Technicon filled this form out on behalf of the Planning Commission and there needs to be a motion for the PC Chair to sign the Component 4A. The balance of the module will be reviewed by the Township's sanitary engineering consultant, the Chester County Health Department, and Chester County Planning Commission. With no further discussion, Gary McEwen made a motion, seconded by Melissa Needles, to authorize Susan Lacy, PC Chair, to sign the Component 4A form for the module. All in favor, motion passed.

Confirming 2019 Meeting Schedule: The Planning Commission determined that their meetings would be the fourth Thursday of each month except for November and December when the meetings would be held on the second Thursday of the month, November 14th and December 12th.

Correspondence of Interest - None

Upcoming Meetings - All dates subject to change

- January 7 – Board of Supervisors Re-Organization & Regular Meeting and Conditional Use Hearing #2018-3, Amos & Elizabeth Kauffman (22-9-28)
- January 10 – Trail Study Committee (7:00 pm) and Park & Recreation Board Regular Meeting (7:30 pm)
- January 15 – Land Preservation Re-Organization Meeting (8:00 am) and Farmer's Breakfast (9:00 am)
- January 17 – Park & Recreation Comp Plan Committee Meeting (6:30 pm)
- January 24 – 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 Levi Kauffman, seconded by Melissa Needles. All in favor. None opposed. The meeting was adjourned at 8:07 pm.

The next Planning Commission meeting will be January 24, 2019.

Respectfully Submitted,

Jennifer Van Dyke
Township Engineer