

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
January 26, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, January 26, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Chairperson Susan Lacy. Commissioners present were Bob Witters, Melissa Needles, Terry Schmidt, Leslie Siebert and Troy Stacey. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Gary McEwen

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the December 15, 2016, Planning Commission meeting minutes. The motion was made by Bob Witters, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

The Chair called for a motion to name the Chair of the Planning Commission for 2017. The motion for Susan Lacy to continue as Chair was made by Bob Witters, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

The Chair called for a motion to name the Vice Chair of the Planning Commission for 2017. The motion for Gary McEwen to continue as Vice Chair was made by Troy Stacey, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

The Chair called for a motion to name the Secretary of the Planning Commission for 2017. The motion for Leslie Siebert to continue as Secretary was made by Susan Lacy, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Westbrooke IP, LLC, Preliminary Subdivision/Land Development Plan 2016 - 2 (Tax Parcel Number 22-3-75.5A, TEI #546)
 - Plan last revised January 10, 2017
 - Technicon Enterprises Inc., (TEI) letter dated January 19, 2017
 - Commonwealth Engineers waiver request letter dated January 26, 2017 (distributed at meeting)

Mike Cowen, EIT, Project Manager, Commonwealth Engineers, was present for the applicant. The subdivision plan is proposing to extend the existing Westbrooke Drive cul-de-sac street to access four additional lots. No development is planned at this time. The proposed street creates a non-conforming land remnant that will be annexed to an adjoining lot.

Jennifer McConnell discussed the comments in the TEI Review letter dated January 19, 2017. In terms of Zoning, the lots are proposed as industrial and meet ordinance requirements for

area/bulk requirements. The new street results in a longer “front yard” for the existing lot that currently houses King’s Tables which results in existing outdoor storage being in a “front yard” where outdoor storage is not permitted. There is no nearby residential uses that would be affected by the view of the storage.

Bob Witters asked for clarification that a side yard will be eliminated to make a frontage, and what about more screening trees?

Susan Lacy commented about the choice of red maples and white pines, in addition to the street trees, which could work if shifted around the site. The Planning Commission recommended that evergreen street trees be placed in the vicinity of the storage to buffer the view.

It was noted that other issues such as permission from the existing owner of Westbrooke Drive (which is not yet dedicated) as well as PP&L whose aerial transmission easement the road will be crossing will be required. Sewage planning must also be approved by DEP as well as the layout of the proposed water / sewer lines by the respective authorities. The NPDES permit application is under review.

The configuration of the existing cul-de-sac was discussed and the PC recommended the use of striping to delineate the roadway within the existing cul-de-sac and placement of no parking signs to prevent sight distance impacts. This allows existing driveways off the cul-de-sac to remain as is. It was noted that a street light should be provided at this transition point as well as at the end of the new cul-de-sac. Susan Lacy also suggested including a street light at the first (tighter) curve of the extended road way.

Jennifer McConnell pointed out the following waivers from Chapter 22 of the Township SALDO are being requested; referring to the January 24, 2017 memo “Summary of Waiver Requests:”

- Waiver for relief from plan drawn to scale - 1" = 100' for certain overall plans
- Maximum length of the cul-de-sac – an emergency entrance off Route 10 is proposed
- Elimination of the center island within the cul-de-sac
- Center line horizontal curve radius, proposed 113 feet instead of 150 feet, to allow for existing features (basin / parking).
- Traffic impact study - it is not known about the planned development so applicant is requesting a deferral until development of each lot.
- Pins in lieu of monumentation along the boundaries;
- Deferral of street tree and lot line buffer landscaping along the new lots until development of each of those lots. Street trees are to be placed along the existing basin lot and developed lot as well as around the residential use abutting Lot 4.

Also a waiver from the Stormwater Ordinance to allow the new basin outlet pipe to be HDPEP in lieu of RCP is being requested. Jennifer McConnell does not have an objection to this from a technical standpoint.

Jennifer McConnell indicated the rest of the review comments are some drafting clean up, with which they can comply. Tonight the applicant is looking for recommendations on the waivers, and preliminary plan approval.

With no further discussion, a motion to recommend to the BOS to grant waiver requests based on the letter dated January 26, 2017, was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

With no further discussion, a motion to recommend to the BOS to grant conditional preliminary plan approval for Westbrooke IP, LLC, conditional upon satisfying the comments in the TEI letter of January 19, 2017 with street lighting and landscaping as discussed in the meeting, was made by Troy Stacey, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

2. Poplar Realty/Tabas Tract Final Subdivision Phase I Plan 2016-13 (TPN 22-8-52, TEI #408)
 - Plan last revised January 6, 2017
 - Boucher & James, Inc., response letter dated January 10, 2017
 - Technicon Enterprises, Inc., letter dated January 20, 2017

Melissa E. Prugar, PE, Project Manager with Boucher & James, Inc., was present for the applicant, noting that she was here last month. The overall plan proposes 128 new homes. Phase 1 consists of 42 homes with a price point between \$270,000 - \$320,000. They are three to four bedroom homes on approximately 1/4 acre lots.

Jennifer McConnell noted that the plan revisions addressed the bulk of the comments from last month. Remaining issues include administrative items such as agreements, HOA documents, final water and sewer approvals, posting of security, etc.

Recreational facilities were discussed. Jennifer McConnell consulted with Kevin from the Trail Study Task Force; they would like an assurance that the trail will be constructed even if future phases are never built. Ms. Prugar indicated that in light of this, the applicant is now proposing to install the multi-purpose field and a portion of the trail from Phase 1 to Cupola Road to be constructed in Phase 1, and shifting the basketball court installation to a future phase. The trail material and location was discussed and Ms. Prugar indicated that both were at the recommendations of the Brandywine Conservancy. The township will have a standing offer of dedication of the trail at any point.

With no further discussion, a motion to recommend to the BOS, conditional Final Plan approval for the Poplar Realty Stage 1 Final plan was made by Bob Witters, seconded by Leslie Siebert. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

None

Correspondence of Interest:

None

Other Business

It was noted that the Planning Commission would like to see the SALDO amendment to allow the use of pins in lieu of monuments by right since this is a routine waiver.

Upcoming Meetings - All dates subject to change

February 1 - Zoning Ordinance Task Force Update Meeting #14 (7:00 pm)
February 2 - Board of Supervisors Workshop (7:00 pm)
February 8 - Board of Supervisors Regular Meeting (7:00 pm)
February 9 - Trail Study Committee Regular Meeting (7:30 pm)
February 16 - Parks and Recreation Committee Regular Meeting (7:30 pm)
February 23 - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, the Chair called for a motion to adjourn. A motion to adjourn was made by Terry Schmidt, seconded by Troy Stacey. All in favor. None opposed. The meeting was adjourned at 8:05 pm.

The next Planning Commission meeting will be February 23, 2017.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
February 23, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, February 23, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:04 p.m. by Chairperson Susan Lacy. Commissioners present were Gary McEwen, Bob Witters, Melissa Needles, Terry Schmidt, Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Troy Stacey

Guests: John McHugh, Supervisor

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the January 26, 2016, Planning Commission meeting minutes. The motion was made by Terry Schmidt, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

None

Zoning Hearing Board/Conditional Use Applications

2017-1: Samuel Kauffman, 2400 Compass Road - variance from 1604.M.2(b) to operate a second kennel on TPN 22-10-3.2A

Jennifer McConnell explained that the applicant's father had obtained a Conditional Use approval last year to operate Sunny Slope Kennel on the subject property. The current applicant and landowner Samuel Kauffman, has obtained a State license to also operate a kennel from the property. The Township sent Samuel a letter indicating the need to obtain Township approval to operate a kennel (through the Conditional Use process) and also noting that the Zoning Ordinance only allows one kennel per property and therefore a variance would first need to be obtained prior to applying for a conditional use. The applicant noted that both he and his father previously were given permission by the Township to operate two kennels on the property but they later voluntarily shut down the kennels for a period of time to make improvements and have now restarted operations. Samuel's kennel was not operating yet as of last year when Sunny Slope Kennel was given a conditional use approval to operate. The property is 62 acres and the buildings utilized for the kennel are more than 300' from all property lines, meeting the area and bulk requirements for kennels. Planning Commission members inquired about the number of dogs in each of the kennels. In 2010, the second proposed kennel had 50 dogs, and it now has 28 dogs. Sunny Slope Kennel currently has 15 dogs. Members continued discussion around "puppy mills," and whether these kennels met that definition. The applicants provided feedback as to living conditions and care for the dogs to show that they did not meet the general "puppy mill" definition. Members continue to express concern that there is insufficient oversight of existing kennels in the township.

With no further discussion, Gary McEwen called for a motion to support the variance application from 1604.M.2(b) for Samuel L Kauffman to operate two kennels at 2398 and 2400 Compass Road to the Board of Supervisors. The motion was seconded by Bob Witters. Five in favor. One opposed. The motion carried.

Pending Ordinances: None

Correspondence of Interest: None

Other Business

1. Styer Stormwater Plan - Meadow Drive (22-6-15.6); Stormwater design waiver request

Bill W. Witman, PE, from Witman Engineers & Consultants, LLC was present for the applicant. The lot was created under a subdivision plan around 1977. This is a small approximate ½ acre lot further constrained by a sanitary sewer easement.

Jennifer McConnell explained that Meadow Drive Subdivision is partially in the Township and the Borough. The applicant is proposing to construct a small house and driveway on 0.54 acres resulting in an increase of 2,400 SF +/- of new impervious coverage. The applicant is proposed two stone infiltration beds to handle the runoff from the proposed dwelling and the runoff from the grass and new driveway are designed to sheet flow off the property. Due to limited infiltration rates, lot area and site grading, the applicant's engineer has indicated that the peak rate reductions required by ordinance (10 year post to 2 year pre and a pre- to post match for larger storms) cannot be met. The applicant has requested a waiver to allow a maximum 0.1 cfs increase in the peak rate runoff rates over the pre-development runoff rates for all storms. The applicant has shown that the groundwater recharge requirements will be met. Jennifer McConnell indicated there are minimal flows coming off the site, and TEI is satisfied that the flows will not have an impact on downstream properties.

The Chair called for a motion for the waiver request from the peak runoff for the Styer Stormwater Plan on Meadow Drive. The motion to recommend that the BOS grant the waiver request was made by Terry Schmidt, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

2. Westbrooke IP, LLC (22-3-75.5A) Component 3 Planning Module - motion for the Planning Commission Chair to sign Section 4A

With no further discussion, the Chair called for a motion for the Planning Commission Chair to sign Section 4A of the Sewage Planning Module for Westbrooke IP, LLC. The motion was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Upcoming Meetings - All dates subject to change

March 1 - Zoning Ordinance Task Force Update Meeting #14 (7:00 pm)

March 2 - Board of Supervisors Workshop (7:00 pm)

March 8 - Board of Supervisors Regular Meeting (7:00 pm)

March 9 - Trail Study Committee Regular Meeting (7:30 pm)

March TBD - Zoning Hearing 2017-1; Samuel L Kauffman 2nd kennel on 22-10-3.2A

March 15 - Zoning Ordinance Task Force Update Meeting #14 (7:00 pm)

March 16 - Parks and Recreation Committee Regular Meeting (7:30 pm)

March 21 - Land Preservation Committee Regular Meeting (7:00 pm)

March 23 - Planning Commission Regular Meeting (7:00 pm)

Adjournment

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

The next Planning Commission meeting will be March 23, 2017.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
March 23, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, March 23, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:05 p.m. by Chairperson Susan Lacy. Commissioners present were Gary McEwen, Bob Witters, Melissa Needles, Terry Schmidt, Leslie Siebert, and Troy Stacey. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: None

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the February 23, 2016, Planning Commission meeting minutes. The motion was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. Michael France & Karyn Jones(TPN 22-8-7) Subdivision
—Engineer's letter dated March 16, 2017
— Plan dated March 6, 2017

The applicants were present on their own behalf. Mr. France explained that his property is a farm that has been in the family for nine generations. He and his wife bought the property in 1998 from his wife's father. The 98 acre parcel will be subdivided into two lots. He will maintain 38 acres, and the 60 acre southern half will be reserved for agriculture. Both lots are under conservation easement. Possible future development on lot 1 (right to build) allows for one residential dwelling.

Jennifer McConnell pointed out items in the TEI review letter — subdivision complies with zoning but some notes regarding any future disturbance within woodlands, etc shall be added. There are minor drafting comments related to SALDO requirements to be addressed. A copy of the plan has gone to Chester County Planning Commission, Chester County Health Department and to the County (conservation easement) for review.

SALDO comment #7 relates to a partial waiver request to only pin the proposed new lot line and not the entire boundary; SALDO #8 notes that landscaping is at the discretion of the Planning Commission for minor subdivisions. The PC felt no landscaping was needed since no development is proposed.

A question was asked about a potential area for building. There is no plan now to build, but under the Conservation Easement there is a 2 acre area reserved for a dwelling unit. The driveway must also be within this 2 acre building area, so the development would be located closer to the front of the lot. Stormwater management would be required at the time of construction and approved by the County holding the conservation easement.

With no further discussion, a motion to recommend support of the partial waiver request related to monumentation for the France Subdivision was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

With no further discussion, a motion to recommend granting conditional final plan approval contingent satisfying the items in the March 16, 2017, TEI review letter was made by Leslie Siebert, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

With no further discussion, a motion to have the Planning Commission Chair sign the SEO non-building waiver when it is approved by CCHD was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

2. V2017-1 Village Greene (TPN 22-8-86) Phase 3 Final Plan

—Engineer's letter dated March 17, 2017

—Plan dated February 23, 2017

Christopher Falencki, Engineer, and Sam Nemroff, Applicant were present.

Jennifer McConnell stated that this plan follows the layout of what was originally approved as the overall preliminary plan in 2004-2005. The remaining streets will be constructed and the existing detention basin which is currently in E&S condition, will be filled in Phase 3 to allow for construction of the remaining units. She went through the TEI review letter, noting that there are administrative items such as posting of financial security, water and sewer approvals, updated HOA documents, etc. There are some drafting changes needed to accurately and clearly reflect what is proposed as part of Phase 3 and what was previously constructed under Phases 1 & 2. It was noted that the existing NPDES permit is good until February 2020.

The major issue raised in the review letter related to the proposed recreational facilities (SALDO #4). Under the original preliminary plan approval there were proposed a tennis court, multi-purpose field, tot lot, walking trail, gazebo, and picnic area along with a \$15,000 fee in lieu contribution. Under Phases 1 & 2, portions of the walking trail, the gazebo, picnic area, tot lot and multi-purpose field were proposed, leaving a small segment of the walking trail, the tennis court and the fee-in-lieu to be constructed as part of Phase 3. In lieu of the tennis court, the applicant showed a community garden on the submitted plans. Jennifer indicated that she heard from the HOA/Advisory board that the community was not in favor of a garden. Mr. Nemroff stated that he had also spoken with the HOA/Advisory board and was agreeable to paving portions of the existing walking trail that have been washing out and providing a horseshoe pit in lieu of the tennis court and also doing the required fee-in-lieu.

Kathy Murphy, a Village Greene resident representative for the HOA and on the Advisory Board, said that on behalf of members with dogs and little children, she would advocate for the walking trail. She also asked about the multi-purpose field uses and condition (holes and grass). It was noted that an underground infiltration bed still needed to be installed in that area before the final topsoiling, grading and seeding could occur. She asked for clarification on a "picnic area" and it was noted that the Township would need to review the original plans to determine what items were to be included in a picnic area.

Margo Casey, also a Village Greene resident, and on the Advisory Board expressed her opinion in favor of not a doing tennis court, and supported doing paving and horseshoe pit.

The BOS will ultimately determine the required recreational facilities. The PC is supportive of paving portions of the walking trail and providing a horseshoe pit. It was noted that the amount of impervious cover for trail paving cannot exceed the original amount of impervious cover for the tennis court. The applicant and his engineer shall work with the HOA/Advisory Board to determine the areas of walking trail that should be paved and present an exhibit for review by the Township Engineer and consideration by the Board of Supervisors. It was noted that the recreational facilities were designed under a prior ordinance and waivers were granted under the original preliminary plan for "recreational facilities design standards" per the notes on the plan.

A motion to recommend granting a waiver to allow the tennis courts to be replaced with a horseshoe pit and partial trail paving, at locations agreed upon between the HOA/Advisory Board, the applicant and the Township, and to be updated on the plan was made by Leslie Siebert, seconded by Troy Stacey. All in favor. None opposed. One abstained (Melissa Needles due to residency). The motion carried.

Jennifer McConnell continued with the review letter – noting that there are minor clarifications on the stormwater design needed and that a detailed landscaping plan review will be conducted to ensure the plans match the planting schedule. Gary McEwen asked about the grading requirements around buildings and noted that the 8” drop didn’t appear to be sufficient. The Township and design engineers will review the grading to ensure there is adequate drainage.

Bob Witters asked whether the streets are dedicated. Mr. Falencki replied no but they are built to township specifications.

With no further discussion, a motion to recommend granting conditional final plan approval for Village Greene Phase 3, conditioned on satisfying the items in March 17, 2017, TEI review letter, and obtaining the waiver for the above motion, was made by Troy Stacey, seconded by Gary McEwen. All in favor. None opposed. One abstained (Melissa Needles due to residency). The motion carried.

3. Craig Howe (22-7-45) Subdivision

— Engineer’s letter dated March 15, 2017

— Plan dated March 8, 2017

Kris Phillips, surveyor, Abacus Engineering, was present for the applicant. The plan proposing the subdivision and subsequent partial annexation of a lot adjacent to Schnure Manufacturing on Suplee Road. The applicant is looking to carve out a lot around the existing Schnure Manufacturing building that is located on the same lot as an existing dwelling and annex this land to the existing lot designated as Lot 2 in order to separate the manufacturing building from the residence, which is owned by a family member. The building is an industrial paint shop for the manufacturing business. The property is all under the same ownership.

Lot 2 is zoned commercial and the proposed lands to be annexed is zoned R-Residential. The PC comments that if this annexation goes through, then the Township should consider adjusted the C-Commercial zoning boundary as part of the Comprehensive Plan changes to address the existing non-conforming use of land. All can be complied with.

Jennifer McConnell indicated that the majority of the items in the review letter are drafting comments to be addressed through the addition of notes and other minor plan details. The largest issue is access to the manufacturing building which is through adjoining lots. The applicant’s engineer presented an updated plan that showed the existing gravel areas around the building and the existing access through adjoining Schnure manufacturing lands. It was noted that access easements would be established to allow this access as to not require a new driveway to be installed.

With regards to the rest of the letter, the applicant’s engineer indicated he can comply with the required items including reduction of plan size, addressed sewage planning with CCHD, monumenting the new lot line and showing all existing monumentation around the property boundary, showing other existing features. The PC determined that no landscaping was necessary for this plan as no new development is proposed. Regarding the general comments, Mr. Phillips requested to change wording regarding recording of the consolidation deed to “concurrently” with recording of the plan (since at the same time cannot technically occur)

Bob Witters commented on based on his review of the wording on the letter, he noted 27 “shalls” and 4 “musts.” Jennifer McConnell said this is standard ordinance language and Mr. Phillips confirmed that everything in the letter will be addressed.

With no further discussion, a motion to recommend granting conditional final plan approval for the Craig Howe Minor Plan, conditioned on satisfying the items in the March 15, 2017, TEI review letter, was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

ZH 2017-2: Benuel and Amanda Kauffman, 570 Beaver Dam Road (TPN) variance from 27-403.3 variance to construct an Agricultural building within the setback

The applicant was not present. Jennifer McConnell explained that the applicant is proposing a 1700 square foot barn for animals. The ordinance requires a 60 foot setback from the lot lines. The proposed setback is 25 feet, and per the application this is to avoid a steep slope and place the barn at the edge of the existing driveway area. There was some discussion around the guessing of the applicant's intentions, given that he was not present to answer questions, the limited information and lack of clarity on the presented plan. It was noted that the Township should encourage applicants to be present when their plans are being discussed.

A motion to recommend taking no position on the variance application of Benuel & Amanda Kauffman, 570 Beaver Dam for the construction of a barn based on the lack of complete information and without the applicant present to ask questions, was made by Gary McEwen, seconded by Leslie Siebert. All in favor. None opposed. The motion carried. In addition, Gary McEwen suggested that the applicant consider rotating the structure to follow the contours to increase the setback from the side lot line.

CU 2017 - 1: Benuel M. Stoltzfus, 1991 Beaver Dam Road (22-9-28.1) - to operate Creekside Kennel

The applicant was present on his own behalf. The property is on 12 acres located on 1991 Beaver Dam Road, with an adjoining 7.2 acres. The applicant has a state license. Several questions were asked about the number of dogs (14) and what kind of dogs (Akitas and German Shepherds). The waste is handled by "scooping it up" and dumping it on the field behind.

Jennifer McConnell had emailed the review comments. She noted that kennels are allowed in the Agricultural district on lots of 20 acres with 300' setbacks from lot lines. The existing facilities appear to be within 300' of Beaver Dam Road and the actual lot is only 12 acres though adjacent land is owned.

With no further discussion, Gary McEwen called for a motion to support the Conditional Use for Benuel Kauffman to operate Creekside Kennel. The motion was seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Pending Ordinances

None

Correspondence of Interest:

None

Other Business

1. Kris Phillips wanted to discuss a couple of additional plans in the pipeline: P17019 Wilson property subdivision, on Suplee Road, which would create an additional 2 acre lot, as allowed by Clean & Green. The second one, P17048 Fisher property, intends to create separate lots for the two existing homes on the property. There is a shared well and heating system at present which will require easements.

Upcoming Meetings - All dates subject to change

March 27 - Zoning Hearing 2017-1; Samuel Kauffman 2nd kennel on 22-10-3.2A

April 5 - Zoning Ordinance Task Force Update Meeting #19 (7:00 pm)

April 6 - Board of Supervisors Workshop (7:00 pm)

April 12 - Board of Supervisors Regular Meeting (7:00 pm)

April 13 - Trail Study Committee Regular Meeting (7:30 pm)

April TBA - Zoning Hearing 2017-1; Benueel & Amanda Kauffman Ag Bldg. within setback 22-10-44.4A on 22-10-3.2A

April 19 - Zoning Ordinance Task Force Update Meeting #20 (7:00 pm)

April 20 - Parks and Recreation Committee Regular Meeting (7:30 pm)

April 27 - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, the Chair called for a motion to adjourn. A motion to adjourn was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The meeting was adjourned at 8:49 pm.

The next Planning Commission meeting will be April 27, 2017.

Respectfully Submitted,

Leslie Siebert
Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
April 27, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, April 27, 2017, at the Honey Brook Township Building. In the absence of the Chair and Vice-Chair, the meeting was called to order at 7:04 p.m. by Secretary Leslie Siebert. Commissioners present were Bob Witters, Melissa Needles, Terry Schmidt, and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present and moved the business portion of the meeting.

Absent: Gary McEwen, Susan Lacy, Troy Stacey

Guests: John McHugh, Supervisor

Minutes:

With no further discussion, additions or corrections, Jennifer McConnell called for a motion to approve the March 23, 2016, Planning Commission meeting minutes. The motion was made by Bob Witters, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. 2017-3 Chester Stoltzfus - Lot Line Change Final Plan - tabled until further meeting

Zoning Hearing Board/Conditional Use Applications

1. CU 2017-2: Isaac Fisher, 1063 Compass Road, (TPN 22-6-52), conditional use application to operate Compass Kennel

The applicant was not present. Jennifer McConnell explained that the applicant currently has an existing rural occupation on the property. According to the TEI letter dated April 4, 2017, the 20 acre property is located in the Agricultural Zoning District. The exercise area is shown on the site plan between the existing driveways and adjacent to the ROW of Route 10 and the existing kennel structure is set approximately 91' from the ROW. Therefore these kennel areas do not meet the required 300' setback from all lot lines. He will need a waiver for the setback as part of the Conditional Use hearing. Jennifer McConnell checked on the State kennel license and learned that the kennel has been in operation since 2006. Melissa Needles asked about yearly renewals. Jennifer McConnell responded that there are no renewals, but the Township / public can monitor the status of kennel licensing through the website, and whether there are any violations. According to the Township Zoning Ordinance, more than five dogs constitutes a kennel per the definition of Kennel.

Terry Schmidt asked if the number of animals is known; there was no one here to provide information about how many dogs are in the kennel. Bob Witters asked whether the applicant is aware of his need to apply for a waiver for the setback. Jennifer McConnell responded that this is discussed at the hearing. Identifying hardships is not required for Conditional Use applications, only for variances.

With no further discussion, Jennifer McConnell called for a motion on the Conditional Use application for Isaac Fisher to operate Compass Kennel. Bob Witters made a motion to support the application with a condition to ensure a fully enclosed exercise area due to its proximity to the roadway. The motion was seconded by Melissa Needles. All in favor. None opposed. The motion carried.

2. CU 2017 - 3: Jonathan S. Stoltzfus, 265 Long Lane (TPN 22-7-62.1) - conditional use application to operate Long Lane Kennel

The applicant was not present. Jennifer McConnell noted that this application refers to a 68 acre property, at the end of Pleasant View Road. The closest kennel structure/area is 480 feet from the side property line which meets the Ordinance requirement of 300'. Referring to the TEI letter dated April 4, 2017, the property is located in the Agricultural Zoning District and the applicants appear to have met all the requirements in the Township Zoning Ordinance. A copy of the State kennel license has been provided, and there are no further issues to be discussed.

With no further discussion, Jennifer McConnell called for a motion on the Conditional Use for Jonathan S. Stoltzfus to operate Long Lane Kennel. A motion to support the application was made by Terry Schmidt, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Pending Ordinances

None

Other Business

1. Swampy Hollow building addition— an email dated April 26, 2017, was provided by Jennifer McConnell. Jennifer McConnell discussed the project via phone with the project engineer. The applicant is proposing a 4,200 foot addition to an existing prep shop on their property on Westbrooke Drive. The building addition is proposed to be placed on existing impervious and its location will not impact traffic circulation or parking/loading areas. Any new non-residential building requires approval of a land development plan. Based upon the limited scope of work, no increase in impervious cover and no additional stormwater controls being necessary, the applicant is requesting a waiver of Land Development. The Board of Supervisors will make the final determination of Land Development.

With no further discussion, Jennifer McConnell called for a motion related to the waiver from Land Development for Swampy Hollow. The motion to support the waiver was made by Bob Witters, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

2. Authorization of Planning Commission Chair to sign Planning waiver and non-building declaration for Chester Stoltzfus (22-7-51.1) - tabled corresponding to the action above.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

May 3 - Zoning Ordinance Task Force Update Meeting #21 (7:00 pm)

May 4 - Board of Supervisors Workshop (7:00 pm)

May 10 - Board of Supervisors Regular Meeting (7:00 pm) AND Conditional Use Hearings 2017-1 (Benuel M. Kauffman, Creekside Kennel), 2017-2 (Isaac Fisher, Compass Kennel), 2017-3 (Jonathan S. Stoltzfus, Long Lane Kennel)

May 11 - Trail Study Committee Regular Meeting (7:30 pm)

May 17 - Zoning Ordinance Task Force Update Meeting #22 (7:00 pm)

May 18 - Parks and Recreation Committee Regular Meeting (7:30 pm)

May 23 - Land Preservation Committee Regular Meeting **note change** due to May 16 Primary (7:00 pm)

May 25 - Planning Commission Regular Meeting (7:00 pm)

Adjournment

With no further business, Jennifer McConnell 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 7:44 pm.

The next Planning Commission meeting will be May 25, 2017.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
May 25, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, May 25, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:01 p.m. by Susan Lacy, Chair. Commissioners present were Gary McEwen, Melissa Needles, Terry Schmidt, and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Bob Witters, Troy Stacey

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the April 27, 2017, Planning Commission meeting minutes. The motion was made by Terry Schmidt, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. 2017-4 Lester Stoltzfus - Land development Final Land Development Plan (TPN 22-6-36) 1784 West Walnut Rd.

— Plan dated March 25, 2017

—Engineer's review letter dated May 25, 2017

G. David Keener, P.E., project engineer, was present and the applicant later joined him. The applicant is putting in two poultry barns with an access driveway extended off an existing driveway on an existing farm. The TEI review letter was issued Wednesday - copies were sent to members via email. The applicant is looking for a recommendation tonight on whether the project is a major or minor land development along with landscaping and buffering input. Since this is a "new" agricultural operation, and not additional buildings accessory to the existing agricultural operations on-site, the project must go through the land development process. For this project, the main differences between a major and minor land development would be a joint preliminary/final plan approval (for a minor), whether a traffic study is required, and whether landscaping is required by the Ordinance requirements (for a major) or at the Planning Commission's discretion (for a minor).

Jennifer McConnell noted that the anticipated traffic to the site, based upon the engineer's cover letter, shows approximately 4-6 tractor trailer trips per week, a relatively low amount. Mr. Keener explained that the poultry operation will consist of 20,000 cage-free birds per barn. There are existing trees around the southern portion of the site. The Planning Commission discussed the distance from the proposed barns to the residential development along Diane Drive and felt that there was substantial separation and the barn fans were on the opposite side of the building. The PC felt no additional landscaping / buffering would be required for this project.

The applicants have submitted a plan to the Chester County Conservation District, and are addressing a few administrative items before the plans will be technically reviewed for the NPDES permit. Jennifer McConnell referred to the TEI review letter dated May 24, 2017, and noted that the applicant's engineer believes they can comply with all of the review comments.

Gary McEwen asked whether all the fields were currently being farmed (yes) and about the waste and nutrient management plan. The manure is dry, is spread on the fields twice a year, and the excess is in demand by other farms.

With no further discussion, Gary McEwen made a motion to consider the Lester Stoltzfus land development plan submission as a minor land development plan and review it under those standards. The motion was seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

1. ZHB 2017-3: Shane & Kathryn Ware (TPN 22-4-34) variance application

The applicants were present but were called away from the meeting due to a family emergency. The applicant's father (Mr. Ware) remained on the applicants' behalf.

Jennifer McConnell explained the property is located at 904 Twin County Road, on the corner of Poplar and Route 10. There is currently a residential dwelling on the property and the majority of the site lies in flood plain. The applicants are proposing an 80 foot x 50 foot pole storage building related to a landscaping business.

The first part of the discussion focused on the use of the property. The applicants had applied for a special exception for a home occupation for the landscaping business as well as the necessary variances from the Home Occupation regulations – particularly building size, storage, number of non-resident employees, etc. Melissa Needles expressed an opinion that there were too many elements that were not met for home occupation and suggested considering simply applying for a variance for a commercial use (landscaping business) as second principal use on a property, requiring fewer relief items. The other PC members were in general agreement that the landscaping business was more of a second principal use rather than some type of accessory use due to the scale of the business and potential for future growth. It was noted that if the business was permitted as a second principal use, rather than a home occupation, that the project would need to go through the land development process, and the PC indicated that they would treat it as a minor land development plan.

With no further discussion, the Chair called for a motion to (oppose/take no position/support) the special exception application of Shane and Kathryn Ware to allow the operation of a landscaping business as a Home Occupation as described in their application from their property, including variances necessary with regard to building size, number of employees, traffic and outdoor storage. The motion to oppose based upon the proposed business not meeting the Home Occupation ordinance requirements was made by Melissa Needles, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to (oppose/take no position/support) the variance application of Shane and Kathryn Ware to allow them to have a landscaping business as described in their application, as a second principal use on their property. The motion to support the variance application was made by Melissa Needles, seconded by Gary McEwen who added with support of someone from Planning Commission to provide additional clarification to the BOS / ZHB. (Melissa Needles indicated that she will be at the BOS meeting). All in favor. None opposed. The motion carried.

The discussion then focused on the location of the proposed building. The applicants are awaiting a decision from FEMA regarding their LOMA request to have the floodplain line on their property modified such that the proposed building would no longer be located in the floodplain. It was noted that the majority of the property is in the floodplain and there is not a suitable location outside of the floodplain to place the building. The rear yard setback was also discussed – the Ordinance requires a 60' setback but only 20' is proposed. The PC asked whether there was flexibility in the building location to increase the 20' setback provided to bring it close to the 60' requirement. The applicant's father indicated there may be room to shift the building but he would need to discuss it with his son. It was noted that there would need to be sufficient area for tractor trailers to turn around and for parking for employees and vehicles/trailers used in the business which may impact the building location as well.

With no further discussion, the Chair called for a motion to (oppose/take no position/support) the variance application of Shane & Kathryn Ware to allow the proposed building for the landscaping business to be located within the floodplain as designated on the most recent FEMA floodplain maps. The motion to support the variance application with the condition that if the building was still within the floodplain after FEMA's analysis, then the building must be flood proofed in accordance with the Zoning Ordinance requirements was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to the variance application of Shane & Kathryn Ware to allow the proposed building for the landscaping business to be within the required rear yard setback (60' required, 20' proposed). The motion to take no position, based on the potential for the building to be located further than 20' away from the rear lot line, was made by Susan Lacy, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Pending Ordinances

None

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

June 7 - Zoning Ordinance Task Force Update Meeting #23 (7:00 pm)

June 8 - Board of Supervisors Workshop (7:00 pm)

June 14 - Board of Supervisors Regular Meeting (7:00 pm)

June 15 - Trail Study Committee Regular Meeting immediately followed by Parks & Recreation Committee Regular Meeting (7:00 pm)*

June 21 - Zoning Ordinance Task Force Update Meeting #24 (7:00 pm)

June 22 - Planning Commission Regular Meeting (7:00 pm)

* note time change

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. The meeting was adjourned at 8:30 pm.

The next Planning Commission meeting will be June 22, 2017.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Approved Minutes
June 22, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, June 22, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:01 p.m. by Susan Lacy, Chair. Commissioners present were Bob Witters, Troy Stacey, Gary McEwen, Melissa Needles, and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Terry Schmidt

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the May 25, 2017, Planning Commission meeting minutes. The motion was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

None

Zoning Hearing Board/Conditional Use Applications

1. CU 2017-4: Benuel S Stoltzfus (TPN 22-8-8.4B) conditional use application to operate a kennel

The applicant was present. He operates Rockville Farm Kennel, which is located at 200 Locust Lane, at the end of Dampman Road. The site is a 15.5 acre parcel with a dwelling and a rural occupation building on site. The kennel with no record of operation with the township, has been operating for five years with a state license. The applicant had operated a previous kennel on Birdell Road. The current property is large enough, per the ordinance, and the setback is 300 feet. The kennel building is 255 feet from the rear lot line, which is short of the ordinance. Storage or exercise areas were not shown on the plan.

Bob Witters commented that the sketch drawings were difficult to see, and the Google Earth map is dark. He also commented on the 255 foot distance to the lot line. The applicant responded that his property is only 450 feet wide and he cannot move the building.

Gary McEwen asked whether the subdivision work is done. Jennifer McConnell responded that while the stormwater work along Locust Lane is done, the final paving with airport mix was not done. The owners were waiting to see whether there was some interest in purchasing and developing Lot 4.

The applicant provided an updated plan, which included exercise areas of five feet and ten feet on both sides of the kennel, and a copy of the state license. He responded to an inquiry that waste disposal is spread on the pasture.

With no further discussion, the Chair called for a motion to recommend a waiver for the required 300' setback to allow the kennel in its current position. The motion was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to recommend support for the conditional use application to operate the Rockville Farm Kennel at 200 Locust Lane. The motion was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Pending Ordinances

None

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

June 26 - Zoning Hearing Board 2017-3, Ware variance (7:30 pm)

July 6 - Board of Supervisors Workshop (7:00 pm)

July 12 - Board of Supervisors Regular Meeting (7:00 pm) and Conditional Use Hearing 2017-4 (Benuel Stoltzfus, to operate a kennel)

July 13 - Trail Study Committee Regular Meeting (7:30 pm)

July 18 - Land Preservation Committee Regular Meeting (7:00 pm)

July 20 - Park & Recreation Committee Meeting (7:30 pm)

July 27 - Planning Commission Regular Meeting (7:00 pm)

*Please note: Zoning Update Task Force meetings suspended for the summer

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Bob Witters, seconded by Gary McEwen. All in favor. None opposed. The meeting was adjourned at 7:30 pm.

The next Planning Commission meeting will be July 27, 2017.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township Planning Commission
Regular Meeting Approved Minutes
July 27, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, July 27, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:01 p.m. by Susan Lacy, Chair. Commissioners present were Bob Witters, Troy Stacey, Melissa Needles, and Leslie Siebert. Township Engineer, Michael Reinert, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Terry Schmidt, Gary McEwen

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the June 22, 2017, 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

2016-4; Lester Stoltzfus, 1784 Walnut Road (TP 22-6-36), land development resubmission

G. David Keener, P.E., was present for the applicant, who was also present. Modifications to the stormwater plan, including grading changes, were made from the last presentation. A future access drive was taken off the plan. The applicant is working with the Chester County Conservation District (CCCD) and the Department of Environmental Protection (DEP) for their final review of the NPDES permit. Overall the poultry barns and layout did not change from the initial submission.

Michael Reinert went over the July 19, 2017, TEI review letter - noting that the zoning issues were addressed. The applicant provided turning templates of the size of trucks accessing the site and they were acceptable. NPDES permit is pending. Three waiver requests are for minor stormwater issues: slope of the outlet pipe is ok - over 1/2 %; swales are at 1% grade; infiltration tests were lacking. Mr. Reinert suggested it would be acceptable to defer to the NPDES permit review for the lack of infiltration evidenced on the site. Susan Lacy brought attention to one additional waiver on tract boundaries; to which Mr. Reinert had no objection due to the size of the property.

Bob Witters asked about environmental concerns relative to the adjacent properties. Mr. Keener responded that the barns, which have fans and scrapers, are close to trees, and the manure is dry. As to odors, the applicant responded that he has not received any complaints from the current neighbors. Mr. Reinert added that due to the larger size of the project, the setbacks were increased as well. He also clarified the Operation & Maintenance (O&M) Agreement which is recorded.

With no further discussion, the Chair called for a motion to grant the waiver requests for the slope of the outlet pipe, swale slope, and tract boundaries. The motion was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to grant the waiver for infiltration, contingent on the NPDES permit issuance. The motion was made by Melissa Needles, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to recommend conditional plan approval of the Lester Stoltzfus land development plan, contingent upon satisfying the July 19, 2017, TEI letter

recommendations. The motion was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

1. CU 2017-6: Reuben King 295 Old Pequea Lane (TPN 22-6-7), conditional use application to operate a kennel

The applicant was present. This is a new kennel. A state license was approved in March, 2017 and the applicant presented a copy of the state license. The applicant is the lessee; the property is owned by his father.

Mr. Reinert addressed the major points of the TEI letter. The property size is acceptable. The waste storage and exercise areas are not noted on the plan. The front setback from the driveway is 230 feet, which do not meet the requirements in the ordinance of 300 feet. All other setbacks are met.

Bob Witters asked some details about the kennel and its path going forward. The applicant responded he currently has five (5) dogs in a 10 x 10 structure with no further plans for more animals. The kennel is currently operating. Have the neighbors been notified? The applicant responded he is not aware of any complaints. The exercise area is next to the kennel and the waste is spread on the fields.

Mr. Witters further noted for the record that the setback does not meet the ordinance, but others pointed out that according to the drawings, the kennel location is behind a horse barn and is not able to be seen by the neighbors and this would be acceptable.

With no further discussion, the Chair called for a motion to recommend granting the waiver request for the kennel location setback of 230 feet for the King Kennel at 295 Old Pequea Lane. The motion was made by Troy Stacey, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to recommend support for the conditional use application to operate the King Kennel at 295 Old Pequea Lane. The motion was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Pending Ordinances

None

Other Business

1. Authorization of PC Chair to sign Component 4A for Sewage Planning Module for Melvin S. Stoltzfus, 1063 Twin County Road (22-3-50)

Mr. Reinert explained that this is a residence that was rebuilt after a gas explosion about a year ago. An apartment was also in the home. DEP requires sewage planning for a new system since the project is 2 EDUs for the dwelling unit and the apartment. A new septic system is necessary to serve both units. They need to apply for a Use & Occupancy permit for the apartment and Chester County Health Department approval. This will bring them into compliance. The zoning is Agricultural, the apartment is an accessory use.

With no further discussion, a motion to recommend the Chair sign the Component 4A for Sewage Planning Module for Melvin S. Stoltzfus was made by Troy Stacy, seconded by Bob Witters. All in favor. None opposed. The motion carried.

2. Waiver request for Stormwater Management, Dan & Melissa Eisenman, 65 Grow Rd., (22-10-46-2)

Allan Zimmerman, Commonwealth Engineers, was present for the applicant. The applicant is asking for a waiver from the requirement of infiltration since the infiltration testing was poor. In lieu of infiltration, amended soils are proposed, which loosens soils and soaks up the water. The proposed facility is a rain garden within a basin, with a special seed mixture for the amended soils. It does not need an NPDES permit. Mr. Reinert is satisfied as the proposal meets all of the other ordinance criteria.

With no further discussion, the Chair called for a motion to recommend the waiver request for the Eisenman Stormwater Management plan. The motion was made by Bob Witters, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

Correspondence of Interest:

1. Letter waiving 60-day requirement for hearing application for CU 2017-5 Honey Brook Golf Club, Cambridge Road (22-7-91 & 22-7-92), to modify conditional use order of 5/17/1997, postponing PC review until August 24.

This is an "FYI" per Mr. Reinert; this item will be on the agenda for next month.

Upcoming Meetings - All dates subject to change

July 31 - Continuation of Zoning Hearing Board 2017-3, Ware variance (7:30 pm)
August 7 - Board of Supervisors Workshop (7:00 pm)
August 9 - Board of Supervisors Regular Meeting (7:00 pm) and Conditional Use Hearing 2017-4 (Reuben King, to operate a kennel)
August 10 - Trail Study Committee Regular Meeting (7:30 pm)
August 17 - Park & Recreation Committee Meeting (7:30 pm)
August 24 - Planning Commission Regular Meeting (7:00 pm)

*Please note: Zoning Update Task Force meetings suspended for the summer

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Bob Witters, seconded by Melissa Needles. All in favor. None opposed. The meeting was adjourned at 8:14 pm.

The next Planning Commission meeting will be August 24, 2017.

Respectfully Submitted,

Leslie Siebert

Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
August 24, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, August 24, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Susan Lacy, Chair. Commissioners present were Bob Witters, Troy Stacey, Terry Schmidt, Gary McEwen and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: Melissa Needles

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the July 27, 2017, Planning Commission meeting minutes. The motion was made by Troy Stacey, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Subdivision/Land Development Applications

1. 2016-6, Northwestern Chester County Municipal Authority subdivision/land development plan, annexing lots & constructing office building on Dampman Road

Chris Falencki, Weiser Engineering, explained the purpose of the plan is to consolidate two lots owned by the Sewer Authority and to construct a 960 square foot office building on the property, with only a minor increase of impervious surface. An existing dwelling on the property was recently demolished.

Per the review letter, Jennifer McConnell indicated the plan complies with Zoning requirements and that two waivers from SALDO requirements were requested. Chris Falencki noted the remainder of the review letter comments would be addressed by the applicant include the addition of a dusk to dawn light.

The waiver request for the access drive width was discussed. The applicant wishes to use the existing 12' driveway to the property to avoid adding additional impervious cover. There will be only one person routinely working in the office and six parking spaces are available. The other waiver requests were for not monumenting the entire property boundary due to the present ag use and plan scale. There were no comments on these waivers. Landscaping for minor land development plans is at the Planning Commission's discretion. Mr. Falencki indicated that there is open farm land adjacent to the property; the trees along the road will remain except for ones east of the driveway that PP&L is removing due to their proximity to power lines.

Comments from Bob Witters who asked about the adjacent property across the street. Mr. Falencki responded that it is owned by the authority, and is not planned for development at this point.

Gary McEwen asked about the stone driveway, is 12 feet wide enough? Mr. Falencki responded that no widening is planned. The parking area will be paved 20 feet up the drive and visibility is clear. Gary McEwen offered his opinion that there was no need for additional landscaping from his standpoint. Susan Lacy commented on trees; another tree is coming down in the stormwater area.

Chris Falencki indicated that the stormwater design was being modified to address current ordinance standards, as the initial submission utilized an older ordinance.

With no further discussion, the Chair called for a motion to grant the waiver requests from the August 7, 2017, Weiser engineering letter for monumentation, and new waiver request letter dated August 22, 2017 for drawing scale 1" = 60 and utilizing the existing driveway with a width of 12 feet. The motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

With no further discussion, the Chair called for a motion to recommend conditional final plan approval of the Northwestern Chester County Municipal Authority subdivision/land development plan, contingent upon satisfying the recommendations of the August 16, 2017, TEI letter. The motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

1. 2016-5 Aaron and Rebecca King land development sketch plan, 102 Reservoir Road

This sketch plan is for an expansion of Pleasantview Welding's operations on the east side of Reservoir Road & 322 Intersection, across the street from their existing operations.

Todd M. Shoaf, RLA, Pioneer Management, LLC, was present for the applicant, along with Richard Hoover, of Hoover Building Specialists. The plan proposes to combine four parcels to one on the north side of 322 in the Industrial Zone. Pleasantview Welding is currently using the larger manufacturing building for a metal fabrication business on one of the existing four lots. The previous use of the other parcels included single-family dwellings, barns and a garage which were served by on-lot sewer and water. \

The applicant wishes to put in a new building in the area of the existing dwellings / ag buildings. There are two existing driveways off 322 which will be eliminated; the business is currently accessed off Reservoir Rd and an additional access onto Poplar Road is proposed. The applicant wishes to connect to public sewer and utilize on-lot water. There are no wetlands or streams on the subject property. Sufficient parking is shown for up to 40 employees, currently only 25 are employed. It was noted by the Township engineer that the sketch plan review letter recommended utilizing the Reservoir Road access for trucks only (to loading areas) due to circulation patterns and maintaining access to parking lots from Poplar Road. The applicant was supportive of this recommendation.

Seven loading stalls are proposed. A couple existing loading docks extend slightly into the front yard area, but this is an existing non-conformity. It was noted that no natural steep slopes would be disturbed.

Jennifer McConnell indicated that the plan generally complies with the Zoning Ordinance. They need an additional handicapped parking space; trash areas must be identified on the plan and site circulation addressed, however it does not appear that any variances or other zoning ordinance relief is necessary.

Regarding the SALDO, it was noted that the Planning Commission should determine if this is a major or minor land development. Jennifer McConnell indicated that the primary differences are that minor plans allow for concurrent preliminary/final plan approval, do not require a traffic study and landscaping requirements are based on PC recommendations rather than specific ordinance requirements.

After some discussion around the differences between a major and minor plan, the Chair called for a motion to consider this plan a Major Land Development Plan, consistent with similar plans in the past, but to allow a concurrent preliminary and final plan submission. The applicant will prepare a formal plan submission and address the sketch plan review comments in the August 16, 2017, TEI letter recommendations. The motion was made by Gary McEwen, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

1. CU 2017-5 Honey Brook Golf Club, 1620 Cambridge Road

Kristin Camp, attorney, was present for the applicant. When the golf course was originally developed, the two parcels of land were zoned agricultural and residential requiring both a Zoning Variance and a

Conditional Use for the golf course use. At the time the approvals contained a condition that restaurant food be limited to "golf food." There was a building expansion to the restaurant and shop area in 2013 (89 seats, 30 outside). The applicant wishes to modify the condition allowing food service only to golfers and employees due to the success of the club. Under the current ordinance, golf courses are now permitted as a conditional use in the A-Agricultural Zoning District and both parcels are now zoned "A". The restaurant has been deemed an accessory use to the golf course and would remain that way. The applicants have researched comparable golf courses in the area and found many do offer a full service restaurant. No neighbor complaints were noted.

Jennifer McConnell added that the only item noted in the review letter was a parking space verification. Ms. Camp indicated that there are sufficient parking spaces to address the golf course and full service restaurant parking requirements in the Zoning Ordinance. Sewer is on-lot, 6500 gallon tank. DEP approved the planning module. The well is tested monthly.

With no further discussion, the Chair called for a motion to support the conditional modification for the restaurant at the Honey Brook Golf Club. The motion was made by Gary McEwen, seconded by Leslie Siebert. Most in favor. One opposed (SL). The motion carried.

2. CU 2017-7 Elmer Kauffman, 1369 Beaver Dam Road, application to operate a kennel

Jennifer McConnell explained that East Elm Kennel obtained a state license in May, 2017. The property is 105 acres in the Agricultural district. The lot lines are in compliance. The applicant provided a copy of the license to the Township Engineer.

Bob Witters asked whether it is legal for a kennel to operate in the township without a permit. The applicant has had dogs for 17 years and recently applied for a state license to become a kennel. Jennifer McConnell noted that the township is trying to bring kennels into compliance and that Mr. Kauffman applied for the conditional use as soon as he was notified by the Township as needed one.

The applicant explained that in order to obtain the license, he called Harrisburg by phone. Inspectors came out to measure the pens and look at the condition of the dogs. He was asked about the number of dogs (15); a non-commercial license allows up to 60 dogs. He has space for ten pens (2 dogs in each pen). The applicant stated the dog waste goes in the field out back. Per the conservation plan a dry stacking pad is planned. In response to the kind of dog: rottweilers, golden doodles, labs are kept. No neighbor complaints have been received. The property backs up to Tel Hai Retirement.

With no further discussion, the Chair called for a motion to recommend approval of East Elm Kennel for the operation of a kennel. The motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

3. ZHB 2017-4: Sam Riehl, 1755 Walnut Road, variance application to construct a barn within the 60' setback

The applicant was not present. Jennifer McConnell explained the barn is housing for horses. The lot size is 2.1 acres. It was asked how many animals were being kept? It was noted that a maximum of 4 can be kept on the 2-acre lot, but it was not known how many horses the applicant planned to keep. The proposed 40 x 50 foot barn is 24 feet off a side lot. The Zoning Ordinance requirement is 60 feet for structures housing animals. The applicant has noted that the septic line is in the way from meeting the requirement setback. Adjacent property to the east is residential and west/rear is agricultural.

With no further discussion, the Chair called for a motion for the variance application of Samuel & Barbara Riehl, 1775 Walnut Road. Without complete information, and the fact that the applicant was not present to answer questions raised, the motion to oppose was made by Bob Witters, seconded by Leslie Siebert. 3 in favor. 3 opposed. The motion was not carried.

Pending Ordinances

Ordinance 2017-188, Floodplain Modification

Jennifer McConnell explained the purpose is to make this a stand-alone ordinance to administer the floodplain requirements from FEMA/National Flood Insurance program. Specific zoning related regulations related to permitted uses / prohibited uses, etc., will remain in the zoning Ordinance. The Township must adopt this before September 21 or it affects the Township's participation in the flood insurance program. This Ordinance is based on FEMA's model ordinance and certain requirements must be included to be in compliance. No new construction is permitted on a flood plain, the level of restrictions is consistent with our current Ordinance requirements. It was asked who the Floodplain administrator is in the township, the response was the Zoning officer.

With no further discussion, the Chair called for a motion to recommend to the Board of Supervisors approval of the stand-alone Township Ordinance, Chapter 8 Floodplain Management; the motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change
September 6 - Zoning Update Task Force (7:00 pm)
September 7 - Board of Supervisors Workshop (7:00 pm)
September 13 - Board of Supervisors Regular Meeting (7:00 pm) and Conditional Use Hearing 2017-5, and 2017-7)
September 14 - Trail Study Committee Regular Meeting (7:30 pm)
September 20 - Zoning Update Task Force (7:00 pm)
September 21 - Park & Recreation Committee Meeting (7:30 pm)
September 26 - Land Preservation Committee Meeting (7:00 pm) - note date change
September 28 - Planning Commission Regular Meeting (7:00 pm)
TBA - Zoning Hearing 2017-4, Sam Riehl variance

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Troy Stacey, seconded by Terry Schmidt. All in favor. None opposed. The meeting was adjourned at 8:58 pm.

The next Planning Commission meeting will be September 28, 2017.

Respectfully Submitted,

Leslie Siebert

Commissioner and Secretary, Planning Commission

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

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

Absent: None

Guests: None

Minutes:

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

Subdivision/Land Development Applications

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

-Township Engineer letter dated September 22, 2017

-Plan dated September 11, 2017

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

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

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

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

None

Other Business

None

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

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

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

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

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

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

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

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

Adjournment

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

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

Respectfully Submitted,

Leslie Siebert

Commissioner and Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
October 26, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, October 26, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:00 p.m. by Susan Lacy, Chair. Commissioners present were Bob Witters, Troy Stacey, Terry Schmidt, Gary McEwen, Melissa Needles and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: None

Guests: None

Minutes:

With no further discussion, additions or corrections, the Chair called for a motion to approve the September 28, 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. 2017-10, Shane and Kathryn Ware, Twin County Road, land development plan (Tax Parcel Number 22-3-34)

-Township Engineer letter dated October 25, 2017
- Plan dated October 6, 2017

Allan Zimmerman of Commonwealth Engineers, was present representing the applicants. The applicants were present. The proposed plan is for a new 56 x 80 foot storage building for a landscape business. The site is fairly well screened, with existing trees on the property. Three trees are being taken down. Rain garden is planned, with wet tolerant plants. There is preserved farm land adjacent to the site.

Jennifer McConnell explained that the applicants were granted a variance application on September 13, 2017 to allow the landscaping business within the A-Agricultural zoning district and to construct a 50' x 80' within the floodplain and only 30' from the rear lot line. The proposed building is 56' x 80' which is larger than what was discussed at the variance hearing. The Township will review the building size to determine its acceptability.

As a minor land development, the applicants are looking for landscape recommendations. There were no further landscaping recommendations for the landscaping business as the existing vegetation appears to be sufficient along with the rain garden planting. Two potential waivers from the SALDO include keeping/expanding the gravel access drives and parking areas in front of the building in lieu of paving and not paving the first 20' of the driveway. It was noted that the existing driveway must be reviewed by PennDOT due to the change in use of the driveway and the Planning Commission would look towards PennDOT's input on the driveway paving; There was no opposition noted to the continued use of gravel; It was noted by the applicant that there is little customer traffic, mostly employees early in the am and at the end of the day. A waiver from the Stormwater Ordinance, for the required 24" separation between the bottom of rain garden to limiting zone and to not provide the required infiltration volume due to existing soil conditions which are not suitable for infiltration. They are proposing amended soils within the basin bottom to aid in infiltration and showing a maximum ponding of 6" in the rain garden; a capped de-watering pipe is provided to allow drainage for maintenance purposes or if the water doesn't drain within for 72 hours. Jennifer McConnell has seen this allowed by the Chester County Conservation District (CCCD) and is not objecting to this waiver.

Mr Zimmerman was appreciative of the suggestions and will revise the plan according to the comments in the TEI letter and return at a later meeting.

2. 2017-11, Ricmar Real Estate, Horseshoe Pike, lot add-on plan (TPNs 22-6-8 & 22-3-63)
 - Township Engineer letter dated October 20, 2017
 - Plan dated October 11, 2017

Allan Zimmerman, Commonwealth Engineers, was present on behalf of the applicant, who was also present. The applicant is proposing to convey the rear portion of his lot to the adjoiner to the west. The property is the site of Honey Brook Hardware and Hoover Building Specialists and the adjoiner is owned by Upward Investments and contains warehouses. No construction is proposed as part of this plan.

Jennifer McConnell noted that the plan qualifies as a Minor Plan. Some existing features need to be added/updated on the plans to comply with plan requirements under the SALDO, and monumentation including two new pins must be set prior to recording the plan.

With no further discussion, the Chair called for a motion to recommend to the Board of Supervisors (BOS) to grant conditional final plan approval provided the applicant satisfies all comments in the TEI review letter dated October 20, 2017, and comply with any issues identified in the Chester County Planning Commission (CCPC) review. The motion was made by Gary McEwen, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

3. Village Greene Land Development Phase 3 - Final Plan Revised Layout Submission

Jennifer McConnell explained that Phase 3 has conditional final plan approval. Agreements were made between the developers and the residents to pave the walking trail, replace the tennis courts with a horseshoe pit in lieu of a community garden. The applicant is proposing to reconfigure the layout of Phase 3 to shift the street, move units away from the basin and reduce the unit count by 1. The applicant completed as as-built of the Phase 1 and 2 portions of the community and has reanalyzed the stormwater management design for the site. They anticipate reducing the size of infiltration basin #4, eliminating the pumps for that infiltration bed and reconfiguring the stormwater detention basin. The applicant will need to go back to CCCD/PADEP for a modification of their NPDES permit. The Weiser Engineering Consultants, LLC, letter dated October 23, 2017, including "Phase 3 proposed changes" outlines the changes proposed under this plan.

The question before the Planning Commission was whether they want to review a formal submission of this modified plan or if they feel it can be submitted directly to the Board of Supervisors. Either way Technicon will review the full submission and produce a review letter of any items that do not comply with the Township Ordinances and need to be revised. The BOS will have to take formal action on the resubmitted plan based upon the new review letter to be produced. Gary McEwen and Susan Lacy would like to see the plan back due to the substantial stormwater changes and to ensure all requirements are met. Bob Witters, Troy Stacey, Terry Schmidt and Leslie Siebert do not need to see the plan back. Melissa Needles does not need to see the plan again if TEI is satisfied with the calculations.

With no further discussion, the Chair called for a motion; a motion to recommend the Village Greene Land Development Phase 3 Final Plan Proposed Revised Layout to proceed to the BOS without returning to Planning Commission was made by Troy Stacey, seconded by Bob Witters. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

1. CU 2017-8, Troy & Teri Stacey, 300 Gooseberry Lane (22-11-35), to run a campground
 - Township Engineer letter dated October 12, 2017
 - Application dated September 15, 2017

Troy Stacey was present on his own behalf and recused himself as a member of the Planning Commission for this agenda item. Mr. Stacey is proposing to operate a campground for guests, including pipeline workers, to stay on the site. Mr. Stacey recently received an Enforcement Notice on September 19, 2017, from the township for having an illegal campground. He maintains that he is grandfathered under a previous variance to allow "storage of campers" on the property. He stated that the owners are pipeline workers who stay in hotels but keep their belongings/campers there.

He indicated that his options to address the Enforcement Notice are:

1. To go to court to clarify the variance
2. To go to the ZHB for a new interpretation of the variance (but there's all new members since the original decision)
3. To apply for a conditional use for a campground (his preference at this time)

Mr. Stacey explained that there are water and electric connections for the campers but that these were existing from when there used to be mobile homes on the property. He stated that they used to use the electric to plug in trucks. He indicated new ends have been installed. He noted that as part of the NOV the electric service needs to be inspected.

A question was asked about how long the guests are allowed to stay there. Mr. Stacey noted that he hasn't found anything in the Ordinance about a limit on temporarily using a camper as a dwelling. Mr. Stacey responded there is a history of migrant workers "staying" on the property for many years. Time limits for a campground are specified under the Conditional Use provisions of the Zoning Ordinance and would be set during the conditional use process. Before the campground could be "active" all requirements of the conditional use including water and sewer would need to be addressed and a Use & Occupancy permit issued.

There was discussion about the time it will take to get water and sewer approvals and what would happen to the campers in the meantime. It was noted that the Township would need to determine whether the campers could remain on-site and connected to electric during this time under a Conditional Use approval could be obtained and all conditions met.

There were additional questions about the use (purpose), and whether it is for storage of personal items for workers, or as a campground. Mr. Stacey responded that he is requesting the conditional use to bring the site into compliance for a campground. He indicated again that no one is living in the campers now, but pipeline workers keep their stuff there and don't want to have to winterize the campers and therefore they are hooked to electric. He said that the workers are sometimes sent to other towns and want their campers to be ready to go as needed.

Members expressed consensus about recommending recusal from the BOS vote by the applicant's brother, based on his relationship to the applicant.

After requesting additional clarification, and discussion based on the applicant's role on the Planning Commission, the Chair called for a motion on the Stacey conditional use application to operate a campground. A motion to take no position was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. Troy Stacey abstained. The motion carried.

Pending Ordinances

None

Other Business

1. Tabas Property (Poplar Realty) Trail Alignment

Steve Landes, Township Manager, requested to bring this item to the Planning Commission. Residents of a subdivision adjoining the Tabas Tract came to a BOS meeting and expressed concern about the

location of the proposed walking trail so close to their houses. The concern was taken to the Trail Study Committee for review in conjunction with the Brandywine Conservancy. A recommendation was made for realignment, to shift the trail 175 feet away from the property line as depicted on an exhibit from Brandywine Conservancy marked as a public trail exhibit. The Planning Commission wanted further clarification as to whether the trail is public (township-maintained) per the map or private (HOA-maintained) per the design plan which contain a continual offer of dedication to the Township. Members also indicated that the resident group that requested the changes should give some feedback on the changes, since it affects them. Jennifer McConnell said she will take the comments back to Steve Landes.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

November 2 - Board of Supervisors Workshop (7:00 pm)

November 6 - Dog Kennel Task Force (7:00 pm)

November 8 - Board of Supervisors Regular Meeting and Conditional Use Hearing 2017-8, Stacey Campground) (7:00 pm)

November 9 - Planning Commission Regular Meeting (7:00 pm)

November 21 - Land Preservation Committee

Trail Study and Park & Recreation Committees do not meet in November or December.

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

Adjournment

With no further business, the Chair called for a motion to adjourn. The motion was made by Gary McEwen, seconded by Bob Witters. All in favor. None opposed. The meeting was adjourned at 8:42 pm.

The next Planning Commission meeting will be November 9, 2017.

Respectfully Submitted,

Leslie Siebert

Commissioner and Secretary, Planning Commission

**Honey Brook Township
Planning Commission Agenda
Regular Meeting Approved Minutes
December 14, 2017
7:00 p.m.**

The Honey Brook Township Planning Commission held its regular monthly meeting on Thursday, December 14, 2017, at the Honey Brook Township Building. The meeting was called to order at 7:02 p.m. by Susan Lacy, Chair. Commissioners present were Bob Witters, Troy Stacey, Terry Schmidt, Gary McEwen, Melissa Needles and Leslie Siebert. Township Engineer, Jennifer McConnell, of Technicon Enterprises, Inc. (TEI), was also present.

Absent: None

Guests: None

Minutes:

Upon review and with no further discussion, additions or corrections, the Chair called for a motion to approve the October 26, 2017, 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

1. Shane and Katheryn Ware Land Development #2017-10 Twin County Road (TP 22-3-34)
— Engineer's review letter dated December 8, 2017
— Plan dated November 27, 2017

Allan Zimmerman of Commonwealth Engineers, was present representing the applicants. Jennifer McConnell explained that this is a resubmitted plan was presented last month. Referencing the TEI review letter dated December 8, 2017, Mr. Zimmerman indicated the plan was revised based on the prior review comments and most items have been addressed. The altered building size has been approved and parking count is now in compliance with the zoning ordinance. A bathroom must be provided in the new building, so the applicant is working on a sewage planning module and sewer approvals with the County Health Department. The applicant is working with PennDOT for a low volume traffic permit.

The applicant is requesting waivers from the SALDO for the driveway entrance curbing requirements, use of gravel in parking areas (except for ADA spaces) and no raised islands in the parking area. A waivers was also requested for infiltration requirements since existing soil conditions are not suitable for infiltration. A rain garden is proposed with amended soils within the basin and a small orifice to allow the ponded water to fully drain.

Bob Witters asked the applicant directly if they were familiar with what parts of the letter were needed to comply. Allen Zimmerman replied they have reviewed and addressed the items in the letter and have no problem complying with them.

With no further comment or discussion, a motion to recommend to the Board of Supervisors (BOS) that all requested waivers from SALDO be granted for the Ware Minor Land Development Plan was made by Troy Stacey, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

With no further comment or discussion, a motion to recommend to the BOS that a waiver from Section 20-306 of the Stormwater Management Ordinance regarding infiltration volume requirements due to the existing soils not being conducive to infiltration be granted was made by Melissa Needles, seconded by Troy Stacey. All in favor. None opposed. The motion carried.

With no further comment or discussion, a motion to recommend to the BOS to grant conditional final plan approval contingent on the applicant satisfying all comments in the December 8, 2017 TEI review letter comments, providing sanitary facilities suitable to the CCHD and obtaining a low volume driveway permit from PennDOT, was made by Bob Witters, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

2. Givler, Patton, and Patton Subdivision #2017-8, Mill Road (TPNs 22-3-57, 22-3-58, & 22-3-53)
— Engineer letter dated December 8, 2017
— Plan dated September 11, 2017

Jennifer McConnell referred to this plan a couple months ago. A plan review extension to February, 2018, was granted by the BOS at last night's meeting since the original 90 day review period expires prior to the next BOS meeting. On the south side of Route 322, there are two lots each containing an existing dwelling. After a detailed deed review, it was found that an error in deeds for Lot 2 occurred over time and the small portion of land on the north side of 322 should be deeded with and considered a part of Lot 2. Therefore the original zoning issues raised about creation of a lot that crosses a roadway no longer applies as this is an existing condition. The common lot lines for the two existing lots are being adjusted to yield two ten-acre lots. No new lots or land disturbance is proposed under this proposal.

Jennifer McConnell referred to the TEI review letter dated December 8, 2017. There are a few minor drafting items such as adjusting yard setbacks to be addressed but the plans are generally in compliance with the Township ordinances. Under the SALDO, financial security for monumentation will need to be posted unless it is set prior to recording. They are waiting on the non-building waiver from CCHD for the sewage plan as well. No waivers are requested at this time.

With no further comment or discussion, a motion to authorize the Planning Commission Chair to sign the sewage planning non-building waiver once approved by the Township SEO (CCHD), was made by Gary McEwen, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

With no further comment or discussion, a motion to recommend that the BOS grant conditional final plan approval for the Givler, Patton & Patton Minor Plan, contingent upon satisfying the TEI review letter dated December 8, 2017, was made by Troy Stacey, seconded by Melissa Needles. All in favor. None opposed. The motion carried.

3. Wilson Subdivision #2017-9, Suplee Road (22-5-42)
— Engineer's review letter dated December 8, 2017
— Plan dated October 21, 2017

Jennifer McConnell noted that the PC also previously saw this plan a couple months back. She explained that the applicants were proposing to carve off a two acre parcel around an existing dwelling. Due to the existing lot configuration and need to keep the lot area under two acres for zoning compliance, the subdivided lot and residual lot are considered flag lots. An existing shed is now proposed to be relocated off the driveway in conformance with Zoning Ordinance.

Referring to the December 8, 2017, TEI review letter, the applicants need to clarify the net lot areas, address a few minor drafting comments and install one additional monument. Financial security must be posted for monumentation unless it is placed prior to recording of the plans and a certification received. The applicant is waiting for the sewage planning non-building waiver paperwork from CCHD (SEO).

The applicants noted a few waivers on the plans regarding landscaping, positing of security, etc but these are not necessary under the minor subdivision and current status of the plans.

With no further discussion, a motion to recommend the Chair sign the sewage planning non-building waiver once approved by the Township SEO was made by Gary McEwen, seconded by Terry Schmidt. All in favor. None opposed. The motion carried.

With no further comment or discussion, a motion to recommend to the BOS conditional final plan approval for the Wilson Minor Subdivision Plan, contingent upon satisfying the December 8, 2017, TEI review letter was made by Bob Witters, seconded by Gary McEwen. All in favor. None opposed. The motion carried.

Zoning Hearing Board/Conditional Use Applications

None

Pending Ordinances

None

Other Business

1. General discussion - Honey Brook Estates (22-7-49.1E)

Jennifer McConnell shared that Mike Reinert wanted the Planning Commission to be aware of an upcoming plan in early 2018. Jennifer McConnell explained that this is a subdivision plan located on the north side of 322, across from Cambridge Road. A previous subdivision plan was submitted in 2006 for 78 townhomes and was subsequently denied by the Township. The case went to court and there was a settlement with a stipulated agreement in November of this year, where the parties agreed to a plan for 37 single family dwellings and a set street / lot layout. Once the plan is submitted, it will still need to meet stormwater, landscaping and grading requirements and obtain all outside permitting – PennDOT, NPDES, Sewer/Water Authority, etc. Mike Reinert will likely be involved in the review, since he has been involved historically and with the court hearings. Some questions were asked about total lot size (~40 acres), individual lot configuration (size, impervious cover, setbacks), open space and wetlands / floodplain. It was noted that the applicant will need to follow the terms of the stipulation agreement and meet all other requirements.

Correspondence of Interest:

None

Upcoming Meetings - All dates subject to change

December 20 - Zoning Update Task Force Committee (7:00 pm)

January 2, 2018 - Board of Supervisors Re-Organization & Regular Meeting (7:00 pm)

January 11 - Trail Study Committee (7:30 pm - tentative)

January 16 - Land Preservation Committee Meeting (8:00 am), followed by Farmer's Breakfast (9:00 am)

January 17 - Zoning Update Task Force Committee (7:00 pm)

January 18 - Parks & Recreation Board Regular Meeting (7:30 pm)

January 23 - Land Preservation Committee Workshop Meeting (7:00 pm)

January 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 Melissa Needles. All in favor. None opposed. The meeting was adjourned at 7:37 pm.

The next Planning Commission meeting will be January 25, 2018.

Respectfully Submitted,

Leslie Siebert

Commissioner and Secretary, Planning Commission