

Reading Township Planning Commission
Regular meeting
December 5, 2016

The regular monthly meeting of the Reading Township Planning Commission was held at the Reading Township Municipal Building and called to order at 6:30 p.m. by Chairman John Biese. Planning Commission members in attendance were William Bowen, Gerald Shank, Alicia Wooters and Dana Shuman with Chairman Biese presiding.

Others in attendance included P. Eric Mains, P.E. of Gannett Fleming, Inc.; Attorney Victor Neubaum, Solicitor; Andrew Merkel, Senior Planner for Adams County Office of Planning & Development; Neal Metzger representing Rutter's Land Development Plan; Stacey Laughman and Richard Myers.

The November 9, 2016 minutes were approved as written on a motion by Mr. Shank and seconded by Mr. Bowen; motion carried unanimously.

PUBLIC COMMENT

There was no public comment at this time.

SUBDIVISION & LAND DEVELOPMENT

Stacey Laughman
55 Conewago Park Drive
Sketch Plan

The Planning Commission received and reviewed the sketch plan and documents as presented by Mr. Myers on behalf of Ms. Laughman. Mr. Myers explained all supporting documents and how the County Tax Office has subdivided the one parcel into two separate parcels and the desire is to have the County reverse the decision so the land is once again one parcel. He explained all the steps that have been taken to date without any resolution to the issue. Mr. Merkel stated this is a trend the County is beginning to take even though it does not align with the Planning Code nor the Reading Township Code of Ordinances. Mr. Mains mentioned that there are future plans for public sewer to be installed at Conewago Park Drive and the issue of road ownership should also be researched and resolved. After discussing the matter, it was determined that additional research needs to take place before any recommendation can be made on how to proceed. Chairman Biese will check with Ben Leas to determine what historical records he may have privately on Conewago Park Drive subdivisions. Mr. Merkel will research ACOPD office for any records; the Township will attempt to locate any old paper plans and Ms. Laughman will check with the Historical Society for records. Once additional information is gathered, this discussion will continue at the January Planning Commission meeting.

Hillandale Gettysburg #2016-05

Lake Meade Road

Final Land Development Plan – Waiver Letter

The Planning Commission received and reviewed the letter from Attorney Henry Heiser, III requesting the waiver of Township Ordinance §22-309 pertaining to the requirement that financial security be posted at the time the final plan is approved and recorded. Mr. Mains stated financial security in the form of a bond was a condition for final approval prior to the plan being recorded at the Adams County Recorder of Deeds Office and since the Code of Ordinance does not have a stipulation concerning this type of option a waiver must be considered. Attorney Neubaum stated he has no recollection of this type of request being considered in the past. After discussing the comments and receiving input from Attorney Neubaum, the Planning Commission on a motion by Mr. Bowen and a second by Mr. Shank, has recommended to the Board of Supervisors for subsequent review and consideration to accept the waiver request of Township Ordinance §22-309 with specific terms and obligations to be drafted by Attorney Neubaum on an executable document that will be recorded at the Adams County Recorder of Deeds Office with a dollar amount to be decided by the Board of Supervisors that will be held in escrow. This amount would be refundable if the building project does not materialize. This document shall also contain specific wording which would specify why this option is acceptable as compared to other plans; motion carried unanimously.

Rutter's Farm Store #2016-07

Store #17 – East Berlin Road

Final Land Development Plan

The Planning Commission received and reviewed the revised Final Land Development plan and review letter presented by Mr. Mains. Mr. Metzger presented the revisions and answered general questions from the Planning Commission. After discussing the comments and receiving input from Mr. Mains, the Planning Commission established the following two conditions as part of a recommendation for conditional approval:

1. §22-306.A(27) & (28) The owner shall sign the plan prior to approval by the Township. All plans must have original signatures, seals and notarization and include a separate signature block for the Board of Supervisors to sign on each page to facilitate recordation of the Final Plan.
2. §23-502 An Operation and Maintenance Agreement shall be provided for the permanent (existing) stormwater management system. The content has been reviewed by Mr. Mains and the Township has received a notarized copy. The document requires signatures by the Board of Supervisors and to be properly recorded at the Adams County Recorder of Deeds Office prior to plan signatures.

On a motion by Mr. Shank and a second by Ms. Shuman, the Planning Commission has recommended conditional approval of Land Development Plan #2016-07 for Rutter's Farm Store #17 with the condition the two points listed above are resolved, and has recommended the final plan proceed to the Board of Supervisors for subsequent review and consideration for approval; motion carried unanimously.

Hampton Heights Phase III #2016-06

Hampton Heights Development

Final Subdivision Plan

Discuss recreation area – Lot #112

Chairman Biese and Mr. Mains visually inspected lot #112, the proposed lot for Hampton Heights recreation area. Mr. Mains updated the Planning Commission on various suitability and usability issues which include the following:

1. Lot #112 has been graded and some nice natural features exist, though additional improvements are still required and need to be addressed at a future meeting.
2. Some areas have been seeded, but additional seeding needs to be completed.
3. The recreations area must be mowed and properly maintained on a continual basis.
4. Mulch trails to enter and exit the recreation area are present, but need to be compacted. The trails also need to be widened to a minimum of 48” in width and extended farther throughout the lot for better access.
5. The recreation area must be clearly identified and dedicated as a recreation area.

The Planning Commission has agreed to continue this discussion when Hampton Heights presents a revised plan for discussion at a future meeting and Mr. Mains has time to complete a revised review letter for consideration.

ZONING HEARING

Fletcher Farm, LLP #2016-03Z

Special Exception – Farm Worker Housing

The Planning Commission received and reviewed the Zoning Hearing Board Application for the Special Exception request submitted for Farm Worker Housing to be constructed within the proposed storage building. The Planning Commission was concerned about the lack of details received since no drawings were submitted of the proposed housing to be contained within the storage building. After discussing the comments and receiving input from Attorney Neubaum, the Planning Commission has established the following requirements that the Zoning Hearing Board is to list as part of their conditions, in addition to any other conditions that may be established.

The unit will house no more people than the EDU can support and the housing unit must be fully contained within the storage building. The unit must comply with all Reading Township Code of Ordinance requirements and all kitchen facilities must be removed when the unit no longer houses farm workers.

With no additional discussion, a motion was made by Mr. Bowen and seconded by Ms. Wooters to accept the application and for Land & Sea Services to proceed with scheduling and conducting the hearing; motion carried unanimously.

MISCELLANEOUS

Voting Districts

Chairman Biese presented information concerning some of the delays at the polling location within district #1. Presently Reading Township has 2102 registered voters in district #1 and 1628 voters in district #2. On election day, November 8, 2016, district #1 had 391 more voters than district #2 and a substantial delay for the voters waiting in line. Mr. Merkel stated that should the Planning Commission decide, additional research can be conducted to determine the voting history since the last presidential election and also to determine if any delays were caused by the poll workers in district #1 as compared to district #2. After discussing the comments, the Planning Commission by agreement has asked Chairman Biese to draft a memo to the Board of Supervisors for consideration that would redraw the district lines to better balance the number of voters within each district.

2016 Planning Commission Meeting Dates

The Planning Commission reviewed the calendar for 2017 to discuss and establish meeting dates and times. On a motion by Mr. Bowen and seconded by Mr. Shank, the Planning Commission unanimously approved meeting the first Monday of each month beginning at 6:30 p.m. with the following exceptions:

- Monday January 2, 2017 will be moved to Wednesday January 4, 2017
- Monday September 4, 2017 will be moved to Wednesday September 6, 2017
- Monday November 6, 2017 will be moved to Wednesday November 8, 2017

PUBLIC COMMENT

There was no public comment at this time.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:55 p.m. on a motion by Ms. Wooters and seconded by Mr. Shank; motion carried unanimously.

Respectfully submitted,
Garry R. Wilt
Administrative Assistant