

Reading Township Planning Commission
Regular meeting
January 4, 2017

The regular monthly meeting of the Reading Township Planning Commission was held at the Reading Township Municipal Building and called to order at 6:28 p.m. by Chairman John Biese. Planning Commission members in attendance were William Bowen, Gerald Shank, 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; Bony Dawood & Nabil Dawood of Dawood Engineering representing Chesterfield, Eric Johnston representing Hampton Heights and Neal Metzger representing Rutter's Farm Store.

The annual organization of the Planning Commission was discussed. On a motion by Mr. Bowen and seconded by Mr. Shank, the Planning Commission members will hold the same offices (John Biese, Chairman; William Bowen, Vice-Chairman; Dana Shuman, Secretary); motion carried unanimously.

The December 5, 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

Hampton Heights Phase III #2016-06
Hampton Heights Development
Final Subdivision and Land Development Plan

The Planning Commission received and reviewed the revised subdivision and land development plan as presented by Mr. Johnston and the revised comment review letter received from Mr. Mains dated January 4, 2017, in addition to other supporting documents. Mr. Johnston updated the Planning Commission on the revisions and made a request to consider providing conditional approval on the submitted plan and to consider the Modification Request Waiver presented. Mr. Mains reviewed his letter and noted various items that still need resolved, but mentioned they are minimal after receiving the most recent revised plan for review. After discussing the comments and receiving input from Mr. Mains, the Planning Commission established the following conditions as part of a recommendation for conditional approval:

1. §22-306.A(27) & (28) The plan must be signed 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. §22-516 The Plan requires an estimate of Public Improvement Surety be reviewed and approved. Additional items that must be included prior to this review include the following:
 - a. Confirmation from the Reading Township Municipal Authority that they agree with 'Item H. Sanitary Sewer' and the inclusion of this section in the overall development bonding instrument.
 - b. A line item clearly listing the inclusion of "Well Caps" to confirm that all existing test wells will be capped.
 - c. A separate recommendation for approval must be issued prior to Final Plan approval.
3. §22-306 B(10) A Sewage Facilities Planning Module must be approved by the Department of Environmental Protection.
4. §22-415.3.B; §22-415.3.E; §22-415.3.C; §22-415.3.F The revised plan better depicts pre-existing grading and stabilization of Lot #112 which has been designated for the Hampton Heights recreation area. Areas of concern that remain include:
 - a. Some areas have been seeded, but additional seeding needs to be completed in the Spring to allow better use of Lot #112 by the residents.
 - b. The recreations area must be mowed and properly maintained on a continual basis. This would include corn stalks mowed and all litter removed to avoid safety issues.
 - c. 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 Lot #112 for better access and to satisfy ADA compliance.
 - d. The recreation area must be clearly identified as a recreation area using property monuments and the addition of a low vegetated/landscaped berm along the property line.
5. §23-502 An Operation and Maintenance Agreement shall be provided for all permanent (Post Construction) stormwater management systems. The Township should ensure that it has either a copy of the executed Operation and Maintenance Agreement or accepts the NPDES permit. Mr. Mains acknowledges that either document is acceptable and will satisfy this requirement.

On a motion by Mr. Shank and a second by Ms. Shuman, the Planning Commission has recommended conditional approval of Subdivision and Land Development Plan #2016-06 for Hampton Heights Phase III with the condition all the above-mentioned points listed are resolved, and has recommended the final plan proceed to the Board of Supervisors for subsequent review and consideration for approval; motion carried unanimously.

Mr. Johnston presented an application for Consideration of a Modification Request seeking modification to §22-502 regarding pavement thickness. Chairman Biese shared the concern expressed by the Public Works department and the long-term issues that may arise by using a different pavement system and thickness than what is required in the Township Ordinance Book. Mr. Merkel provided comment on road construction in other areas of Adams County and the

impact that must be considered on culvert pipes. Mr. Mains provided input to the Planning Commission explaining why the request was presented and the details of the testing procedure that would be in place to safeguard against any quality issues that may arise. On a motion by Mr. Shank and a second by Mr. Bowen, the Planning Commission has recommended the application for Consideration of a Modification Request proceed to the Board of Supervisors for subsequent review and consideration for approval provided Geo Tech testing is completed and Mr. Mains reviews and approves the results before any pavement thickness adjustment is considered; motion carried unanimously.

Rutter's Farm Store #2016-07

Store #17 – East Berlin Road

Final Land Development Plan

This plan was conditionally approved during the December meeting of the Planning Commission and submitted to the Board of Supervisors for consideration. Prior to a decision by the Board of Supervisors on December 19, 2016, the applicant asked to have the land development plan tabled until a decision could be finalized by their company concerning an update to the plan for underground fuel storage tanks. This evening, Mr. Metzger presented a revised land development plan and updated the Planning Commission on the changes to the previous plan to include installation of a 20,000-gallon underground fuel storage tank and a wider canopy at the main entrance and answered questions from the Planning Commission. Mr. Mains verbally discussed the land development plan and stated no new review letter was issued as there were no other remaining conditions except those discussed previously. Mr. Metzger provided the Planning Commission with Mylar and paper copies of the plan that included all signatures, seals and notary to comply with Township Ordinance §22-306.A(27) & (28). After discussing the comments, the Planning Commission established the following condition as part of a recommendation for conditional approval:

1. §23-502 An Operation and Maintenance Agreement shall be provided for the permanent (existing) stormwater management system. The content of the agreement 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 land development plan signatures.

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

Chesterfield – Phase I #2009-06

Chesterfield Development

Final Subdivision and Land Development Plan

The Planning Commission received and reviewed a revised subdivision and land development plan as presented by Mr. Bony Dawood and various supporting copies of documents received over the past seven years to bring the Planning Commission up to date since this plan was tabled

in 2009. Mr. Dawood provided the Planning Commission with a verbal update on what has transacted over the past seven years and how Chesterfield has changed ownership and now has Dawood Engineering overseeing the project along with an overview of the plans for this development in the future. The Planning Commission received a review letter from Mr. Mains dated January 4, 2017 along with some preliminary comments from Land & Sea Services even though they were not involved in the review process in 2009. Mr. Merkel also reviewed comment letters and information dating back to 2008 & 2009 to bring all parties current. After much discussion, it was agreed that some of the major issues that need resolved before the plan can be considered again include:

1. Cover sheet must indicate new owner information.
2. General notes section must address responsibility of fire hydrants
3. HOA must be updated to address some of the concerns. The original HOA can be used as a template. Mr. Merkel will forward his copy of the original HOA to the Township office.
4. Reading Township Municipal Authority bills must be paid and a letter acknowledging sufficient capacity and willingness to provide sanitary sewer for the project must be received.
5. A detailed developers' agreement must be provided for review and approval by Mr. Mains and Attorney Neubaum.
6. Turtle Way Cul-de-sac must be updated to indicate how snow removal will be addressed.
7. A preliminary Stormwater/BMP agreement has been received Mr. Mains for review. This agreement must be updated and approved by Mr. Mains and Attorney Neubaum.
8. Driveway slope issues must comply with Township Ordinance requirements.
9. PDNI records should be reviewed and updated for the Township.
10. All comments on Mr. Mains review letter dated January 4, 2017 must be addressed.

Once these issues are finalized, another subdivision and land development plan is to be submitted to Mr. Mains for subsequent processing and review. On a motion by Mr. Bowen and a second by Mr. Shank, the plan is tabled until additional information can be provided to the Planning Commission for review and consideration; motion carried unanimously.

Mr. Dawood mentioned that he plans to begin some general clearing and grading which is permissible in accordance with the PA Municipalities Planning Code and the valid NPDES permit. The Planning Commission advised Mr. Dawood that while the plan is tabled, any work started is done at the risk of the applicant.

ZONING HEARING

Justus & Kristy Shearer #2016-02Z

Notice of Decision

The Planning Commission received and reviewed the notice of decision as prepared by Attorney Shultis, attorney for the Reading Township Zoning Hearing Board. Chairman Biese indicated it was his understanding that the Shearer's do not plan on pursuing the ADU unit at this time.

MISCELLANEOUS

Annual Planning Commission Report

The Planning Commission received and reviewed the Annual Planning Commission Report that will be presented to the Board of Supervisors which overviews the work performed by the Planning Commission during the calendar year of 2016. On a motion by Mr. Bowen and seconded by Ms. Shuman, the Annual Planning Commission Report is to be signed by Chairman Biese and submitted to the Board of Supervisors for review at their next scheduled meeting; motion carried unanimously.

Recreation Plan

A sample recreation plan has been received by the Township office from another Township within Adams County and copies have been provided to the Board of Supervisors to review. Chairman Biese would like the Planning Commission to begin the discussion on how to move forward with a Recreation Plan and the Fee-In-Lieu-Of document being prepared by Adams County now that we are entering a new year.

Voting Districts

Chairman Biese updated the Planning Commission on some of the information concerning restructuring the two voting districts in Reading Township and would like to continue this discussion at a future meeting.

East Berlin Fish & Game Association

Chairman Biese and Attorney Neubaum updated the Planning Commission on the discussion the Board of Supervisors is having with the East Berlin Fish and Game Association and the progress at the Supervisors level.

Intersection of Route 94 & Route 234

Mr. Shank posed the question concerning left turn lanes and left turn signal lights and dedicated turning phases. Mr. Merkel will research the exact placement of the lanes and the signal lights with the project manager and respond to the Township with the information.

PUBLIC COMMENT

There was no public comment at this time.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:18 p.m. on a motion by Mr. Bowen and seconded by Mr. Shank; motion carried unanimously.

Respectfully submitted,
Garry R. Wilt
Administrative Assistant