

**Reading Township Planning Commission**  
**Regular meeting**

July 3, 2017

The regular monthly meeting of the Reading Township Planning Commission was held at the Reading Township Municipal Building and called to order at 6:30 p.m. by Chairman John Biese. Planning Commission members in attendance were Gerald Shank and Alicia Wooters 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; Paul Wilson, P.E. for Chesterfield Subdivision and Land Development Plan; Jack Powell, P.E. for Iglesia Restauracion CDR Land Development Plan; Todd King representing Randy Black Zoning Hearing request; Jeff & MaryAnn Toot; Valerie Stratton; Jacqueline King; Clarence Wooters; Kevin Holtzinger, Chairperson Board of Supervisors; Marcia Weaver, Vice-Chairman Board of Supervisors; and representing the Lake Meade Property Owners Association Building Committee: Bob Robinson, Fred Lawrence, David Wallen, Barb Nickel and Dottie Yost,

The June 5, 2017 minutes were approved as written on a motion by Mr. Shank and seconded by Ms. Wooters; motion carried unanimously.

**PUBLIC COMMENT**

There was no public comment at this time.

**SUBDIVISION & LAND DEVELOPMENT**

**Jeffery Toot**

Anthony Road

Subdivision – Sketch Plan

The Planning Commission received a sketch plan for property located on Anthony Road to discuss potential subdivision for residential purposes. After reviewing the sketch plan and a simple aerial view of the property it would appear that the maximum subdivision off the main tract of 11 acres would consist of one lot of 1-3 acres. Some issues with this property that need to be considered is the Columbia Gas transmission line and an underground shaft from abandoned mining. Mr. Mains recommended that if there is interest it would be best to conduct a simple survey, soil tests, perk tests, site distances for driveway and to have the surveyor review all the requirements in the Code of Ordinance book for this Zoning District.

**Valerie Stratton**

Group Mill Road

Subdivision – Sketch Plan

The Planning Commission received a sketch plan and a simple aerial view for property located on Group Mill Road to discuss subdivision issues and the possibility of using a

“shared driveway”. The main issue on the parcel is that all the road frontage is in a designate floodplain and the area to the south of the residence has no road frontage. Ms. Stratton would like input from the Planning Commission on whether the property can be subdivided so that additional homes may be built in accordance with §27-403.A since it appears the property was purchased before some of the Ordinance restrictions were implemented. Another option she has proposed is whether a “shared driveway” easement agreement could be drafted and approved to access the parcel. Attorney Neubaum clarified that the reason the most recent Code of Ordinances apply is because Ms. Stratton would like to propose a new use for the property. After reviewing the sketch plan and receiving input from Attorney Neubaum and Mr. Mains, Chairman Biese stated it would appear the only way to proceed would be to build a fully approved Township “loop road” in the AC District without cul-de-sacs in accordance with §27-403.C, Cluster Development option and all other Ordinances to access the southern end of the parcel, which would be very costly.

**Iglesia Restauracion CDR #2017-01**

5150 Carlisle Pike

Final Land Development Plan

The Planning Commission received the final Land Development Plan, a memo letter from Jack Powell Engineer, a comment review report from Mr. Mains and other supporting documents to consider. Chairman Biese asked for clarification on the parking lot material being proposed. Mr. Powell stated it would be rolled millings. Mr. Mains explained this type of material is being used more frequently and is suitable for a low-volume parking lot as being proposed. After receiving input from Mr. Powell, Mr. Mains and Mr. Merkel the Planning Commission established the following conditions as part of the 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 with the Adams County Recorder of Deeds Office.
2. §22-304.A(34) A Highway Occupancy Permit be received at the Township office for access onto the State Highway.
3. §22-304.B(2) The Erosion and Sediment Control Plan must be reviewed and approved by the Adams County Conservation District Office prior to approval by the Township.
4. §22-309 A public improvements security cost estimate must be provided for the proposed water connection and service, sanitary sewer connection and pumping facilities, site grading, erosion control and stormwater management. Cost estimate must be received and reviewed by Mr. Mains prior to final approval and as security for payment to satisfy the completion of improvements and before approval of the final plan a letter of credit, bond or financial security acceptable to the Board of Supervisors must be provided.
5. §22-303.E The Reading Township Municipal Authority will need to review and approve the proposed plan for a low-pressure sewer connection to the public collections system. The Township must receive an approval letter from the Municipal Authority.

The Operation and Maintenance Agreement has been provided for the permanent (Post Construction) stormwater management systems in accordance with §22-502 and the wording has been approved by Mr. Mains and Attorney Neubaum. The Agreement must be notarized, filed with the Adams County Recorder of Deeds Office and the original returned to the Township office.

On a motion by Mr. Shank and a second by Ms. Wooters, the Planning Commission has recommended conditional approval of Subdivision and Land Development Plan #2017-01 for Iglesia Restauracion CDR with the condition all the above-mentioned points are resolved, and has recommended the final plan proceed to the Board of Supervisors for subsequent review and consideration for approval; motion carried unanimously.

**Chesterfield #2009-06**

Carlisle Pike

Final Subdivision/Land Development

The Planning Commission received clarification that York Water Company will be supplying water for the development. The Developers Agreement was received and approved by Mr. Mains with the condition three minor edits be made prior to final approval. Attorney Neubaum has not reviewed the document, but will provide input at the Board of Supervisors meeting. The Home Owners Association Declaration of Covenants, Restrictions, Easements, Charges and Liens for Chesterfield was received and approved by Mr. Mains. Attorney Neubaum has not reviewed the document, but will provide input at the Board of Supervisors meeting. The public securities cost estimate in the amount of \$894,467.06 was reviewed and approved by Mr. Mains. After receiving input from Mr. Wilson, Mr. Mains and Attorney Neubaum the Planning Commission established the following conditions as part of the 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 with the Adams County Recorder of Deeds Office.
2. §22-516 As security for payment to satisfy the completion of improvements and before approval of the final plan a letter of credit, bond or financial security acceptable to the Board of Supervisors in the amount of \$894,467.06 shall be submitted.
3. §22-309 The approved Developers' Agreement must be notarized, filed with the Adams County Recorder of Deeds Office and the original returned to the Township Office.
4. The Home Owners Association Declaration of Covenants, Restrictions, Easements, Charges and Liens for Chesterfield must be approved and a final copy presented to the Board of Supervisors to retain with the plan.

On a motion by Mr. Shank and a second by Ms. Wooters, the Planning Commission has recommended conditional approval of Subdivision and Land Development Plan #2009-06 for Chesterfield Phase 1 with the condition all the above-mentioned points are resolved, and has recommended the final plan proceed to the Board of Supervisors for subsequent review and consideration for approval; motion carried unanimously.

## ZONING HEARING

**Randy R. Black**

**#2017-02Z**

Special Exception Request

The Planning Commission received and reviewed the Zoning Hearing request for a Special Exception that was presented by Mr. Black for non-conforming use of land. The applicant desires to remove two dilapidated rental units and replace with one newly constructed duplex. Mr. King presented and reviewed the documents and the reason for the Special Exception request. Attorney Neubaum provided input to the Planning Commission on the request and the proposed usage. Mr. Mains indicated this is a positive move for the Township and has no concerns. The only discussion point is to request the Sewage Enforcement Officer verify the functionality of the sewage disposal system presently being used prior to the issuance of a building permit. After receiving input from Mr. King, Mr. Mains, Mr. Merkel and Attorney Neubaum the Planning Commission, on a motion by Mr. Shank and a second by Ms. Wooters, has recommended Zoning Hearing Board Application Request #2017-02Z proceed to the Zoning Hearing Board for subsequent review and consideration for approval; motion carried unanimously.

## MISCELLANEOUS

### **Lake Meade Property Owners Association – Building Committee**

The building committee is requesting input on how the Lake Meade building committee may be able to proceed with Stormwater Management Plan requirements but without the Township Engineer reviewing each individual plan for each individual lot. The concept under consideration by the building committee is to allow the Lake Meade building committee to control all Stormwater based upon plans they would implement and oversee. Chairman Biese stated because of the Township Code of Ordinances, those requirements could not be waived. Mr. Holtzinger asked for clarification on the concerns Lake Meade has that led them to consider this type of option. Mr. Mains clarified that due to Act 167, the Township must comply with the requirements in accordance with Township Ordinances. Mr. Mains stated the building committee could develop a full Stormwater Management Plan for the entire community and have it reviewed to determine if the plan and the infrastructure would be in compliance with Act 167. Other issues that need to be considered are water quality and long-term maintenance and oversight of the Stormwater Management Plan. While a project of this magnitude may be cost prohibitive, Mr. Mains' recommendation is that should the building committee determine they would like to proceed in this direction they stay in continual contact with the Planning Commission through each stage of the plan.

### **Route 234 Signage Request**

The Planning Commission received a residential request to have PA Department of Transportation install a sign along Route 234 near Church Road to prevent traffic from blocking the intersection of Route 234 and Church Road. Mr. Mains provided information to

the Planning Commission on traffic issues and the upcoming intersection project for Route 234 and Route 94. Mr. Merkel will review with PA Department of Transportation to determine if signage of this type is being planned for the intersection project and respond to the Planning Commission. Chairman Biese has also requested Mr. Merkel provide the Planning Commission with a status update on the voting district issue from previous meetings.

### **East Berlin Fish & Game Association**

Mr. Mains briefly updated the Planning Commission on a grading issue the Association started on their property without Township permits and within a mapped floodplain. Presently, Rusty Ryan from the Adams County Conservation District and the Department of Environmental Protection are actively involved in the oversight to resolve the issues. Chairman Biese stated upon a recent inspection nothing has been done to remedy the problem. The latest update from the Association stated they are working with an excavator to begin the process, but are having difficulty in moving forward in a timely manner. Mr. Mains recommends the Township continue to monitor the progress and once all the government agencies confirm compliance issues have been completed the East Berlin Fish & Game Association develop a sketch plan so the Planning Commission can provide input into what type of permits will be required for future grading and excavating. One final consideration is the lead abatement issue. Chairman Biese will draft a letter explaining the concerns and how to proceed. The letter is to be signed by both the Planning Commission and the Board of Supervisors and sent to the executive committee of the East Berlin Fish & Game Association.

### **Adams County Economic Development Plan**

Mr. Merkel updated the Planning Commission last month on the desire the county has to receive input from Planning Commission members and Board of Supervisors that will guide them in economic development planning. A meeting date of either July 20, 2017 or July 27, 2017 at 6:30 p.m. has been proposed. Mr. Merkel will confirm the best date and time and notify the Township office to coordinate the meeting.

### **Recreation Plan/Fee-In-Lieu-Of Document**

An extensive discussion on the implementation of this document continued. Concerns involve the fact the fee cannot be retroactive to any active plans already in process and what restrictions impact how the money can be used for either new or existing facilities, such as the Hampton area ball fields and the East Berlin Community Center recreation area. Attorney Neubaum provided some input on the legal issues and stated the law allows funds for facilities that are “reasonably accessible”. His determination is this would include anything within the local school district. Mr. Merkel stated while most fees are designed to acquire land and build new parks some of the restrictions have been relaxed to allow Townships more flexibility. While addition discussion followed, Mr. Mains stated it is important to keep in mind future plans and growth areas the Township may consider as part of the long-range planning process. On a motion by Mr. Shank and a second by Chairman Biese a request was made to have the

County continue moving forward with some preliminary analysis and facts related to financial requirements. Mr. Shank and Chairman Biese voted yes; Ms. Wooters voted no. Motion carried.

**Land Conservation District – Ordinance Update Proposal**

Attorney Neubaum briefly reviewed for the Planning Commission the document received from Mr. Merkel with regards to “Agri-tourism” and how it relates to the Land Conservation District and the Township Code of Ordinances. Attorney Neubaum is asking the Planning Commission to review this document to facilitate an effective discussion at the August meeting. Mr. Merkel mentioned that the Planning Commission should also consider if this will be a principle use or accessory use; what type of exception should this be and who will review and grant approval; what process will be in place and who will review the proposal; must it be an active farm and what level of activity should be considered as “Agri-tourism”. Attorney Neubaum will also research additional language that should be included if an Ordinance Amendment is proposed.

**PUBLIC COMMENT**

There was no public comment at this time.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 9:05 p.m. on a motion by Mr. Shank and a second by Ms. Wooters; motion carried unanimously.

Respectfully submitted,  
Garry R. Wilt  
Administrative Assistant