

Reading Township Planning Commission

Regular meeting

January 3, 2018

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, Alicia Wooters and Dana Shuman with Chairman Biese presiding.

Others in attendance included Virginia J. Thornton, Project Specialist of Gannett Fleming, Inc.; Andrew Merkel, Senior Planner for Adams County Office of Planning & Development; Attorney Victor Neubaum, Solicitor; Jane Snyder, Thomas Nell, Scott & Sarah Griffin.

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

The December 4, 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

Scott & Sarah Griffin #2017-06

240 Nell Road

Final Subdivision Plan

The Planning Commission received the application, site plan, supporting documents and comment review reports for the proposal to subdivide the land at 240 Nell Road. Mr. Griffin explained to the Planning Commission what took place over the past few years with lot add-ons and their intent on subdividing the parcel at this time. Chairman Biese asked Attorney Neubaum on clarification of a note from Subdivision and Land Development Plans #2012-05 and #2012-06 stating in the final sentence "It is understood that these additions will become an integral part of their land and may not be sold or retained separately". This note was signed by all parties. Attorney Neubaum stated the intent of this note would not be to preclude subdivision, but rather to require any proposed subdivision to follow the procedure established by the Township Code of Ordinances. Mr. Nell, the subdivider of the 2012 plans, stated he is not opposed to the subdivision, rather the intent of the note was to keep family members from continuing to subdivide the land into smaller segments. Mr. Merkel provided additional information to the Planning Commission of the history of the parcels, the add-ons and mergers as well as the previously approved Zoning Hearing Board variances from 2012. Concluding this update, Mr. Merkel reviewed the Adams County Office of Planning and Development comment review letter, emphasizing several zoning issues that must be considered due to lot size and the granting of previous variances by the Zoning Hearing Board in 2012. Ms.

Thornton reviewed the Engineers comment review report provided for the Planning Commission. After receiving input from all parties, and on a motion by Chairman Biese and a second by Mr. Shank, the Planning Commission has tabled Subdivision Plan #2017-06 pending the following items:

1. The applicant must request a variance before the Zoning Hearing Board for consideration due to the lot size issues listed in the Adams County Office of Planning and Development review letter. The Planning Commission will consider their decision in the subdivision review process at a future meeting.
2. A revised plan must be drafted addressing the issues presented at the meeting and as listed on all the comment review reports presented. These items include, but are not limited to: the size of tracts 1, 2, and 3 must be depicted, a table listing the number of lots available from the parent tract must be established, a table with the Adjusted Tract Area must be depicted, language concerning Zoning Hearing Board dates and decisions must be included.

The motion carried unanimously.

Jeffrey & Mary Ann Toot #2017-05

320 Anthony Road

Final Subdivision Plan

The Planning Commission received the DEP Non-Building Planning Waiver from Mr. Picarelli, Township Sewage Enforcement Officer, requesting the Township finalize the paperwork for this previously approved subdivision plan. On a motion by Ms. Shuman and a second by Mr. Shank, the Planning Commission has recommended Chairman Biese sign the DEP Non-Building Planning Waiver and proceed with obtaining a signature from the Board of Supervisors and subsequent filing with the Department of Environmental Protection.

ZONING HEARING

No agenda items this month.

MISCELLANEOUS

Reading Township Code of Ordinances

The Planning Commission received the following Ordinances from Attorney Neubaum:
Ordinance 2018-01 amending section 15-301 regulating weight limits in Hampton
Ordinance 2018-02 amending section 15-213 establishing erection of stop signs
Ordinance 2018-03 vacating a portion of Old Log House Lane

On a motion by Ms. Shuman and a second by Mr. Shank, the Planning Commission has recommended the three Ordinance proceed to the Board of Supervisors for subsequent review and consideration for approval and enactment; motion carried unanimously.

Recreation Plan/Fee-in-lieu-of Presentation

The Planning Commission received a Population Data and Projection specification sheet for Reading Township as prepared by the Adams County Office of Planning and Development.

Mr. Merkel explained the data, how it was derived and how this information is the first step in developing a formal "Recreation Plan". After a time of general discussion, Mr. Merkel recommended the Planning Commission may want to meet with the Board of Supervisors to discuss the data and begin the process of general details concerning implementation, who the fee would pertain to, how money would be spent, etc. Chairman Biese stated he will discuss this with the Board of Supervisors. Copies of the data specification sheet will be provided to the Board of Supervisors prior to a meeting.

Annual Planning Commission Report

The Planning Commission received and reviewed the Annual Planning Commission Report to be presented to the Board of Supervisors which overviews the work performed by the Planning Commission during the calendar year of 2017 in accordance with PA Municipal Planning Code Section 207(a). On a motion by Mr. Shank and seconded by Ms. Wooters, 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.

PUBLIC COMMENT

Ms. Snyder requested from the Planning Commission clarity concerning Reading Township process with issuing permits and Stormwater Management review as she is interested in obtaining a home in the Lake Meade Community. Mr. Wilt provided a general overview of the process. Ms. Thornton volunteered to stay after the meeting to discuss specific requirements, calculations and the process in detail.

Chairman Biese informed the Planning Commission the Board of Supervisors along with Mr. Shank and himself met with two of the brothers involved with Rutter's Farm Stores. During the meeting, the brothers presented the Township with a check for \$15,000.00 to assist in maintaining the ballfields located at the Hampton Fire Station.

Mr. Wilt informed the Planning Commission the On-Lot Septic Ordinance that became effective on January 1, 2018 is in the preliminary stages of developing a GIS tracking system along with preparing the letters to be mailed to the residents requiring mandatory pumping. A brief discussion of the appeals process was presented and will be discussed in detail at the February Planning Commission meeting.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:30 p.m. on a motion by Mr. Shank and a second by Ms. Wooters; motion carried unanimously.

Respectfully submitted,
Garry R. Wilt
Administrative Assistant