NORTH WHITEHALL TOWNSHIP PLANNING COMMISSION
3256 LEVANS ROAD, COPLAY, PA 18037

PLANNING COMMISSION MINUTES OF MARCH 23, 2021

Hybrid Meeting brought to order, followed by the Pledge of Allegiance to the flag at 7:30 p.m., on Tuesday, March 23, 2021 by Chairman Brian Horwith

Attendance:

Chairman Brian Horwith
Vice Chairman Bruce Stettler
Secretary Leonard Nuss
Attorney Lisa Young
Township Engineer Steve Gitch
Supervisor Mark HIlls
Planning Secretary Jane Kelly
Richard Semmel
Robert Korp
John Barto
Jeff Johnson
Township Manager Chris Garges
Township Zoning Officer Jeff Mouer

Minutes of the February 23, 2020 meeting were approved with the following correction to the UNFI Improvements at North Valley Ctr Land Development plan presentation comment made by Planning Commission member Richard Semmel. "Richard was also concerned with noise and air pollutants and the impact to the housing development across the turnpike". Motion made to approve the corrected minutes by Jeff Johnson, seconded by Robert Korp, all others agreed.

1. **Spring Hill Drive RV Parking Lot Land Development -** NWT-21-016, 4420 Spring Hill Dr, LI Zone, Parcel 5469 4299 0224, 1.968 Acres, 90-Day Deadline starts 2/23/21, 90-Deadline 5/23/21. Plan presented by Engineer Steve Pany.

a. Keystone Engineers have reviewed the plan and offered their comments and recommendations in a letter dated March 18, 2021.
b. Zoning Officer's review is contained in his letter dated March 2, 2021.
c. This plan is a proposed RV parking lot.
d. It is the last undeveloped lot of an 11 lot subdivision from the mid 70's.
e. Stormwater management was handled as part of the original subdivision.
f. The detention basin is located along the Turnpike near the Sand Spring WWTP.
g. A drainage report of what was previously approved will be submitted to the Township.
h. A utility easement will be needed along Spring Hill Drive.
i. The property owner and his engineer are requesting relief or at least reduction from the easement.
j. **Planning Commission member Leonard Nuss** stated there should be an easement along Spring Hill Drive, in addition to Park View Drive, in case of future utility repairs.
k. **Planning Commission member John Barto** questioned the difference between ROW and easement. **Township Solicitor Lisa Young** stated the easement would be in addition to the ROW for possible utility work.
l. **Township Supervisor Mark Hills** questioned the need for the easement at the location when there is no easements on other properties along Spring Hill Dr.
m. After a lengthy discussion regarding the easement it was decided it would be needed as required.
n. The available sight distance shall be shown on the plan. The speed limit for Spring Hill Rd is 25mph.

Planning Commission has recommended the following conditions:

1. Developer shall address to the satisfaction of the General Planning Engineer the comments and recommendations set forth in his letter dated March 18, 2021.
2. Developer shall address the Zoning Officer's comments as set forth in his review letter dated March 2, 2021.

Leonard Nuss motioned to send a favorable recommendation for Preliminary/Final approval to the Board of Supervisors, including the easement along Spring Hill Drive, Robert Korp second the motion, vote was taken, Jeff Johnson abstained, all others agreed, motioned carried.

2. Scribbles & Drips Land Development – NWT-21-017, 5532 Route 145, C Zone, Parcel 5581 3406 1127, 1.4883 Acres, 1,756 Sq Ft Bldg, 90-Day Deadline starts 2/23/21, 90-Deadline 5/23/21. The plan was presented by Engineer Robert Hoppes.

a. Keystone Engineers have reviewed the plan and offered their comments and recommendations in a letter dated March 18, 2021.
b. Zoning Officer's review is contained in his letter dated March 2, 2021, noting an addition to the principal structure had been constructed prior to March 3, 2020. A subsequent Cease and Desist was ordered. In addition to permits and plans, the new construction required a variance for the setback distance. The Applicant received the Variance from the Zoning Hearing Board, granting relief for the setback, on January 20, 2021.
c. Scribbles and Drips has been in business at this site since 2010.
d. They started as a small office, small shop and some driveway area. As business increased, they wanted to expand, enlarge their work area and office space.
e. They have already been before the Zoning Hearing Board for decreased side yard setbacks, which was granted.
f. The proposed plan was submitted to LVPC and they are waiting for stormwater management approval.
g. The plan will be resubmitted to PennDot for HOP review.
h. **Planning Commission member Leonard Nuss** stated the width of the driveway is currently not listed on the plan, this correction should be made before recording.
i. Engineer Robert Hoppes requested a reduced utility easement due to existing features.
j. **Planning Commission member Richard Semmel** suggested there was no need for a traffic study or fee due to no addition traffic would be entering the site.
k. **Planning Commission member John Barto** questioned the time frame PennDot has to respond? What if their response holds up recording the plan and their project? **Township Solicitor Lisa Young** stated the Township can give approval conditioned on outside agency approval.
l. **Planning Commission member Leonard Nuss** questioned if it's low density, does he have to go to PennDot? **Township Solicitor Lisa Young** stated that is not up to the Township.
m. **Planning Commission Chairman Brian Horwith** requested a written waiver request for Preliminary/Final be submitted to the Township.

<u>Planning Commission has recommended the following conditions:</u>

1. Developer shall address to the satisfaction of the General Planning Engineer the comments and recommendations set forth in his letter dated March 18, 2021.
2. Developer shall address the Zoning Officer's comments as set forth in his review letter dated March 2, 2021.

Richard Semmel motioned to send a Preliminary/Final approval for favorable recommendation to the Board of Supervisors, Jeff Johnson second the motion, vote was taken, all agreed, motion carried.

3. Review of AARC Overlay District Boundary

- Currently the AARC Overlay District is permitted in three zoning districts, AR, AR-I and SR.
- Various discussion ensued on eliminating districts AR and AR-I
- Among the challenges discussed were
  - ✓ water and sewer
  - ✓ adequate roadways and access to major thoroughfares
  - ✓ proximity to general and personal services such as shopping and healthcare
- Also noted was that AR and AR-I contain many of the natural features that contribute to the rural character of the township and also present challenges for development (slopes, streams, etc.)
- Planning Commission Chairman Brian Horwith questioned how do we make this happen?
- Township Manager Chris Garges stated the Planning Commission needs to make a recommendation to the Board of Supervisors. Township Solicitor Lisa Young stated LVPC would also get involved with any plan changes.

Brian Horwith motioned to send a recommendation to the Board of Supervisor for a change to Ordinance 2006-2 AARC to eliminate AR & AR-I districts, Jeff Johnson second the motion, vote was taken, all agreed, motion carried. Township Manager Chris Garges will draft a memo to the Board of Supervisors requesting the change.

➢ Any other items that may be discussed at the discretion of the Planning Commission

Jim Wilson, Allied Utilities Services Inc, requested the board's opinion on if a Certificate of Occupancy should be issued if outside agencies have not been satisfied. Township Manager Chris Garges stated that his question is not within the purview of the Planning Commission and is more appropriately addressed to the Township office.

North Whitehall Township Comprehensive Plan

- The proposal from Gilmore & Associates Inc. has been received; two phases, one for the updating of the Comprehensive Plan, followed by, two, an updated and consolidated Zoning Ordinance.
- The Planning Commission had various discussions on the proposal and the process of the review
  - ✓ The experience of both the firm and the individual that would guide the process
  - ✓ The successful engagements they have had with other municipalities
- Planning Commission Chairman Brian Horwith questioned what the next step was to move the process forward? Township Solicitor Lisa Young stated if additional meetings are added for the Comprehensive Plan review, these meetings will need to be advertised.
- Planning Commission member John Barto, referring to the public meetings anticipated to occur during the process, suggested a limit to the time given residents to speak.
- The Planning Commission agreed for the Township Manager to present and recommend to the Board of Supervisors to approve engaging Gilmore & Associates for both phases of the proposal

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John Barto motioned to adjourn, Jeff Johnson seconded, all others agreed

Meeting Adjourned: 9:50pm
Jane K. Kelly
Planning/Recording Secretary
North Whitehall Township