

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA  
PLANNING COMMISSION  
MEETING MINUTES  
FEBRUARY 23, 2017**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on February 23, 2017 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA pursuant to notice and according to law.

**MEMBERS IN ATTENDANCE**

Roger Keith, Member; Donna Jeffery, Member; Sean Zerbey, Member; Ryan Rhode, Great Valley Consultants, Township Engineer and Planner; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Randall Miller, Township Administrator/Secretary.

**CALL TO ORDER**

Roger Keith called the meeting to order at 7:30 PM with the Pledge of Allegiance. He turned the meeting over to Solicitor Eric Brown.

**REORGANIZATION**

Township Solicitor, Eric Brown conducted the reorganization portion of the meeting.

Donna Jeffery nominated Sean Zerbey as Chairman. Roger Keith seconded the motion. There were no other nominations for Chairman. Solicitor Brown called for a roll call vote. All Members present voted yea, and Sean Zerbey was elected as Chairman.

Chairman Sean Zerbey assumed control of the meeting.

Chairman Zerbey asked for nominations for Vice-Chair. Donna Jeffery nominated Roger Keith as Vice-Chair. Sean Zerbey seconded the motion. There were no other nominations. Chairman Zerbey called for a roll call vote. All Members present voted yea, and Roger Keith was elected as Vice-Chairman.

Chairman Zerbey then asked for a motion to appoint the secretary. Roger Keith made a motion to re-appoint Randall Miller as Secretary. Donna Jeffery seconded the motion. There were no other nominations for Secretary. Chairman Zerbey called for the vote and all Members present voted in favor, and Randall Miller was appointed Secretary.

**COMMENTS FROM THE ASSEMBLY**

Mr. David Saneck, 3500 Main Street asked question about the substance of the Text Amendment and Mini Cell Tower Ordinances. Solicitor Eric Brown summed up the two draft ordinances, and indicated in-depth discussion would occur under business.

**MINUTES OF THE PREVIOUS MEETING**

Donna Jeffery made a motion to approve the minutes from the December 22, 2016 Planning Commission meeting. Roger Keith seconded the motion. The motion carried with all Members present voting in favor of the motion.

**BUSINESS**

A. Solicitor Eric Brown discussed the request by XTL for a Text Amendment to the Zoning Ordinance. He noted this would create a new Conditional Use Section in the Zoning. XTL has requested a building height of 150 feet, and submitted a variance request to the ZHB, which was denied. XTL followed up by submitting an appeal to the courts. Solicitor Brown noted the Township has submitted, to the courts, that the Township will be party to the suit.

The Members reviewed the sections of the Ordinance and asked questions about building height, setback, highway access, and lighting. Mr. Saneck also asked questions about the intent, applicability to various other properties, and setbacks. During discussions on Highway Access, Ryan Rhode noted the definition seems to support that any property abutting any road that leads to a state highway would qualify as access; he believes this is not the intent and recommended a change in the language to say State Highway Right-of-Way. Donna Jeffery made a motion to amend the draft ordinance to change the wording in Section 653.4 to "State Highway Right-of-Way". Roger Keith seconded the motion. The motion carried unanimously with all members present voting in favor.

The Members also had concern about lighting the building to a height of 50 feet, but decided to leave this article unchanged, and allow the Board of Supervisors the room to place conditions on any approvals.

Following all discussion, Donna Jeffery made a motion to recommend to the Board of Supervisors the adoption of the presented Text Amendment to the Township Zoning Ordinance, as amended. Roger Keith seconded the motion. The motion carried unanimously with all members present voting in favor.

B. Solicitor Eric Brown discussed the Mini Cell Tower Draft amendment to the Zoning Ordinance. The Members discussed tower heights in various zoning districts, and compared to heights allow in Township Right-of-Ways. Following discussion, and agreement by the Members of the Planning Commission, Roger Keith made a motion to recommend to the Board of Supervisors to adopt and amendment to the Zoning Ordinance for Mini Cell Towers. Donna Jeffery seconded the motion. The motion carried with all members present voting in favor of the motion.

There was no further business discussed.

**MEMBER COMMENTS**

There were no Member comments.

**ADJOURN**

Roger Keith made a motion to adjourn the meeting. Donna Jeffery seconded the motion. The motion carried with all Members present voting in favor.

Respectfully Submitted,

Randall Miller  
Secretary