

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 16, 2018**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on January 16, 2018 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA pursuant to notice and according to law.

**MEMBERS IN ATTENDANCE**

Sean Zerbey, Member; Roger Keith, Member; Nora Filmore, Member; Donna Jeffery, Member; Allen Styer, III, Member; Scott Anderson, Great Valley Consultants, Township Engineer and Planner; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Randall Miller, Township Administrator/Secretary.

**CALL TO ORDER**

Sean Zerbey called the meeting to order at 7:31 PM with the Pledge of Allegiance. He turned the meeting over to Solicitor Eric Brown, who recommended the Board appoint a Chairman, Pro Tem. Donna Jeffery made a motion to appoint Roger Keith Chairman Pro Tem. Allen Styer seconded the motion. The motion carried unanimously.

**REORGANIZATION**

Donna Jeffery asked for nominations for the Chairman. Allen Styer nominated Sean Zerbey as Chairman. Donna Jeffery seconded the motion. There were no other nominations for Chairman. The Chair Pro Tem called for a vote. All Members 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. Allen Styer seconded the motion. There were no other nominations. Chairman Zerbey called for a 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. Allen Styer 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 voted in favor, and Randall Miller was appointed Secretary.

**COMMENTS FROM THE ASSEMBLY**

A. Mr. Brian Licitra a resident at 22 Oxford Drive asked question about the next step, and direction of the development of the Airport. Solicitor Eric Brown summed up status, noting that the developer has provided a notice of appeal. The court may then seek to hear oral arguments on the merits of the appeal. Following the outcome, either party may then further appeal to a higher court.

B. Allen Styer noted that there is no development plan before the Planning Commission. Solicitor Brown noted the developer would like to make a presentation to the Planning Commission, and Brian Licitra noted the expected tax revenues, after development, were outlined

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in the report submitted by Hawk Valley Associates. He also discussed the merits of not disclosing the end user of the building.

Engineer Scott Anderson and Member Allen Styer noted the Planning Commission has changed the descriptions in the zoning, which previously were vague but never allowed Distribution. They also noted that distribution/trucking uses are an allowed uses in the C-3 district.

**MINUTES OF THE PREVIOUS MEETING**

Donna Jeffery made a motion to approve the minutes from the December 28, 2017 Planning Commission meeting. Nora Filmore seconded the motion. The motion carried with all Members present voting in favor of the motion.

**PLAN REVIEWS**

There were no plans for review.

**BUSINESS**

A. Solicitor Eric Brown discussed a draft zoning amendment for making Casinos a use in the C-3 district. The Board of Supervisors is asking the Planning Commission to review the draft, and make recommendations for any changes, prior to returning the amendment to the Board. The Members discussed the provisions of the amendment. They discussed proximity to parks and other recreation, as well as churches. They discussed allowed use of plants for barriers. Member Donna Jeffery noted there should be a list of exclusions which would include invasive plant species. Also discussed was the requirements for lighting. Solicitor Brown noted that, although these items are being discussed as part of casino discussions, the plants, lighting, etc. would apply to all zoning districts. After discussions, the Members agreed to forward the modified draft amendment to the Berks County Planning Commission (BCPC) and the member municipalities of the Southern Berks Regional Comprehensive Plan (SBRCP).

It was noted that the Supervisors are asking the Members to review all sections of the Zoning Ordinance for possible amendments, over the next year.

B. Engineer Scott Anderson noted the Caernarvon Township Authority has requested a letter of support for three grant applications being made by them. Two small system changes, and an extension of the water system are requested. The extension of the water supply is consistent with the SBRCP. Donna Jeffery made a motion to recommend to the Board of Supervisors, a letter in support of the grants sought by the Caernarvon Township Authority. Roger Keith seconded the motion. The motion carried unanimously.

C. Solicitor Eric Brown and BOS Chairman Allen Styer discussed Home Occupation Uses, which are allowed by the Zoning Ordinance. The Members are requested to review the provisions, and be prepared to discuss at a future meeting. Also, provisions for noise control is to be discussed. Solicitor Brown recommend the Members consider placing times on types of operations. He noted there are three possible ways to govern noise: 1. by decibel; 2. placing time constraints; 3. a “reasonable person” standard. He will prepare a draft that would be passed as an amendment to the Nuisances Ordinance.

Allen Styer noted there is a lot of work to be done on bringing the Township’s Zoning up-to-date.

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There was no further business discussed.

**MEMBER COMMENTS**

The Member noted new codified zoning books would need to be created.

**ADJOURN**

Having no further business, Chairman Sean Zerbey adjourned the meeting at 9:26 p.m.

Respectfully Submitted,

Randall Miller  
Secretary