

**PLANNING COMMISSION
MEETING MINUTES
FEBRUARY 20, 2018**

The Caernarvon Township Planning Commission held a public meeting on February 20, 2018, at the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA, pursuant to notice according to law.

MEMBERS PRESENT

Sean Zerbe, Chairman; Roger Keith, Co-Chairman; Allen Styer, Member; Donna Jeffery, Member; and Nora Filmore, Member. Township Engineer Scott Anderson, Great Valley Consultants, and Township Solicitor Eric M Brown, Siana Bellwoar, were also in attendance.

CALL TO ORDER

Chairman Sean Zerbe called the meeting to order at 7:30 PM.

APPOINTMENT OF TEMPORARY SECRETARY

Chairman Sean Zerbe announced that the first order of business was to appoint a Temporary Secretary. Allen Styer made a motion to appoint Nora Filmore and Donna Jeffery seconded the motion. All members voted yes.

COMMENTS FROM THE ASSEMBLY

There were no comments from the assembly.

MINUTES OF THE PREVIOUS MEETING

Roger Keith made a motion to accept the minutes of the January 16, 2018, Planning Commission meeting. Donna Jeffery seconded the motion. The motion carried unanimously.

PLAN REVIEWS

Township Engineer Scott Anderson provided a review letter for Lot 4A on Heritage Drive wherein a 90-day extension was requested. The use has changed from warehouse to light manufacturing of precision equipment with distribution of the products manufactured at this site to be considered an accessory use to the main light manufacturing use. Allen Styer asked for a clarification of the description of the proposed operations. The building size is 40,000 square feet, a reduction of 5,000 square feet from the original plan. The developer has asked for a Zoning review only to determine any issues that may prevent them moving forward. Donna Jeffery made a motion to approve the extension to June 1 and Roger Keith seconded the motion. All members voted yes to the extension.

Township Engineer Scott Anderson stated that XTL requested not to be on the agenda. The developer submitted a Conditional Use Application. This requires a formal hearing before the

Board of Supervisors which will need to be advertised, a court reporter present, evidence presented, and cross examination allowed. Due to the request for a Conditional Use hearing, they requested to be removed from the agenda. The Conditional Use hearing must take place within 60 days. To date, XTL has not formally requested an extension of the plan review deadline. No action is required by the Planning Commission at this time. Roger Keith asked about D-size drawings. Scott said the plans can be very small and difficult to read. He will forward a copy of the drawings in PDF format.

BUSINESS

- A. Casino Ordinance Review Lighting / Landscaping - Allen Styer made a motion that the proposed Ordinance amendment is consistent with the Township's Joint Comprehensive Plan, and that a letter be forwarded to the Board of Supervisors advising that the Commission finds the proposed amendment to be consistent with the Plan. Donna Jeffery seconded the motion. All members present voted yes to the motion. A second motion recommending approval of the ordinance amendment in the form presented was made by Donna Jeffery and seconded by Allen Styer. All members present agreed.
- B. Home Business Ordinance – The Law requires a No Impact portion which would be a business that could be internet-based with no employees other than homeowner. Lengthy discussion was held defining Minor Impact and Major Impact home businesses. Minor Impact would be businesses such as electricians, plumbers, and landscapers where employees may meet at the residence to get work assignments, but no work is performed at the residence. Major Impact home businesses would be those that have many customers coming to the residence throughout the day and heavy truck traffic would take place. The homeowner would need to have sufficient off-street parking for all members of the household plus any customers. The parking would have to be in a driveway or paved or stone area and no yard parking or on-street parking allowed. Signage would be limited to signs no larger than 8 square feet, 4 feet on each side. The Township's Zoning Officer would be tasked with enforcing the regulations regarding Minor and Major Impact home businesses. Solicitor Eric Brown said he has enough information from the members to draft a revised Home Business Ordinance for consideration at the next meeting.
- C. IOP Zoning Review – Recommendations were made to revise Section 579D – Area, Yard, and Height Requirements in the I-O-P Industrial Office Park District. The Building Height was recommended to be 50 feet in lieu of 75 feet. Buffer zone will be changed to read Buffer strip. Buffer strip where adjoining Residential areas will be increased to 100 feet.

ADJOURN

Allen Styer made a motion to adjourn the meeting. Donna Jeffery seconded the motion. The meeting adjourned at 9:55 pm.

Respectfully Submitted,

Nora Filmore
Temporary Secretary