

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA  
PLANNING COMMISSION  
MEETING MINUTES  
NOVEMBER 20, 2018**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on November 20, 2018 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, Vice Chairperson; Allen Styer, III, Member; Jeffery Vickers, Member; Donna Jeffery, Member; Scott Anderson, Great Valley Consultants; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Joan Bair, Township Administrator/Secretary. Sean Zerbey was not present.

**CALL TO ORDER**

Roger Keith, Vice Chairperson, called the meeting to order at 7:30 PM with the Pledge of Allegiance.

**COMMENTS FROM THE ASSEMBLY**

No comments.

**MINUTES OF THE PREVIOUS MEETING**

Allen Styer made a motion to approve the minutes from the October 16, 2018 Planning Commission meeting. Jeff Vickers seconded motion. Motion carried with all Members present voting in favor of the motion.

**PLAN REVIEWS**

A. Scott Anderson, Township Engineer, discussed the Morgantown Apartments sidewalk and curb waivers request. He noted that a field meeting was conducted on November 14, 2018. He explained that sidewalk plans will need PennDot's review for the public improvements. Allan Zimmerman, from Commonwealth Engineers, Inc. and Keith Grant, Morgantown Apartments Applicant, were present to explain the request for the sidewalk waiver. Planning Commission member Allen Styer explained that sidewalk and curbing allow safety for foot traffic. It was explained that the bridge abutment and storm sewer would require reconstruction along Route 23. In addition, drainage improvements for runoff was discussed, the curbing down to neighboring driveway is a concern. The Committee noted the option of deferring sidewalk and curbing. It was noted that a set, defined deferral timeframe for the lower portion of the property is recommended. Turning lanes would also need to be reviewed. The Planning Commission members expressed safety concerns regarding the sidewalk walk, and the number of apartment units that would generate foot traffic. Planning Commission member Donna Jeffery requested the Township Engineer's view regarding the bridge area. Township Engineer Scott Anderson recommends sidewalk. It was also noted that curbing would add a safety factor for the neighboring driveway area. Engineer Anderson also recommends reviewing bridge area, however, he noted that extending the culvert is a very expensive option. Planning Commission

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member Roger Keith noted the possibility of a shoulder near culvert. Allan Zimmerman explained that PennDot will want a shoulder. The Planning Commission members explained that the curb and sidewalk over the bridge needs further review by Developer. The members requested further justification for the waivers.

B. Lot 4A Update – no update was provided.

C. XTL LDP Update - The Planning Commission members inquired about the XTL grant application status. Solicitor Eric Brown explained that an answer could be available by spring 2019. At this time, further guidance is needed from PennDot. Planning Commission member Roger Keith inquired about site work. Engineer Scott Anderson explained that he has been monitoring basins and overseeing the site work in its entirety.

**OTHER BUSINESS**

A. Secretary Joan Bair gave an update on the Berks Joint Comprehensive Plan Project. The current Caernarvon Township Land Use map is available for review. The next BJCPP meeting is scheduled for November 28, 2018.

**MEMBER COMMENTS**

It was noted that a potential subdivision submittal for 2 lots with a shared driveway is forthcoming. Also, the Planning Commission members discussed the New Year plans for zoning ordinance reviews, in particular, C1, C2, and C3 zones.

Member Donna Jeffery explained that in the near future she will be relocating and will update the committee on her plans.

**ADJOURN**

Having no further business, Vice Chairman Roger Keith made a motion to adjourn the meeting. Donna Jeffery seconded motion. All in favor. Meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Joan A. Bair  
Secretary