

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
JULY 16, 2019**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on July 16, 2019 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, Chairman; Roger Keith, Member; Donna Jeffery, Member; Allen Styer, III, Member; Jeffrey Vickers, Member; Scott Anderson, Great Valley Consultants, Township Engineer and Planner; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Joan Bair, Township Administrator/Secretary.

CALL TO ORDER

Sean Zerbey called the meeting to order at 7:30 PM with the Pledge of Allegiance.

COMMENTS FROM THE ASSEMBLY

No comments from the assembly at this time.

MINUTES OF THE PREVIOUS MEETING

Allen Styer made a motion to approve the minutes from the May 21, 2019 Planning Commission meeting. Roger Keith seconded the motion. Motion carried unanimously.

PLAN REVIEWS

A. Lots 2 and 3 Service Electric LDP – Bogia Engineering Project Manager, Mr. Haas, requested approval for Preliminary Land Development Plan titled “Lots 2 and 3 Service Electric”. The PC committee was informed that the applicant submitted a Highway Occupancy Permit application to PennDot. Township Engineer Scott Anderson summarized the GVC review letter dated July 16, 2019 for the Lots 2 & 3 Service Electric LDP. The project manager informed the committee that the applicant will comply with the requirements of Section 609 of the Zoning Ordinance as revised by Ordinance No. 295, dated July 24, 2019, including the replacement of evergreen trees in lieu of the proposed magnolia trees for buffer screen. In addition, Solicitor Eric Brown inquired about future shared driveway requirements, and recommends confirming ownership details for both lots 2 & 3. At the conclusion of discussions, motions were presented as follows:

(1) Jeff Vickers made a motion to recommend to the Board of Supervisors the deferral of Section 502.7 requiring vertical curbing, subject to PennDot’s review and approval of current design. Donna Jeffery seconded motion. Motion carried unanimously.

(2) Sean Zerbey made a motion to recommend to the Board of Supervisors the approval of Lots 2 & 3 Service Electric Preliminary Plans subject to the following conditions:

- (a) Compliance of GVC’s letter of recommendation dated July 16, 2019.
- (b) Driveway easement and sidewalk requirements are met.
- (c) Provide confirmation that both lots 2 & 3 are to be conveyed to Service Electric.

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Jeff Vickers seconded motion. Motion carried unanimously.

B. Morgantown Apartments LDP: Township Engineer Scott Anderson summarized the GVC review letter dated July 16, 2019. The committee discussed sight triangle requirements, and also recommended the consideration of extending the local bridge and culvert for the land development plan. The Committee addressed safety concerns, and added that maintaining safety for the Township residents is a priority for the Board of Supervisors. At the conclusion of discussions, Solicitor Eric Brown recommended the project developer review the GVC recommendation letter dated July 16, 2019, and provide a response to the Township Engineer.

C. Lots 2A and 2B Update: The Committee was informed that the plans are currently being reviewed by the Conservation District. In addition, it was noted that the project manager will be submitting an extension letter for the project, current deadline is August 1, 2019.

OTHER BUSINESS

A. Plan Reviews Chart – The Committee was provided a Township Preliminary and Final Plan status spreadsheet for active/pending projects. This report will be included in future meeting packets for review.

B. Berks County Joint Comprehensive Plan Update – The Committee discussed the Future Land Use map provided by the JCPC, and explained that the IOP zoning district should be identified as “Commercial” versus “Industrial”. Secretary Joan Bair will follow up with the committee regarding the suggested revision.

C. C Zones Review – No action at this time. Topic to be discussed at a later meeting.

MEMBER COMMENTS

Member Roger Keith inquired about a portable storage container located at a local business on Main Street. It was explained that the container appears to be an impediment to emergency responders, and is also within the Township Right of Way. The committee requested that Township Officials determine if the container needs to be relocated for safety reasons.

COMMENTS FROM THE ASSEMBLY

ADJOURN

Having no further business, Chairman Sean Zerbey adjourned the meeting at 8:55 p.m.

Respectfully Submitted,

Joan A. Bair
Secretary