

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
SEPTEMBER 17, 2019**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on September 17, 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; Scott Anderson, Great Valley Consultants, Township Engineer and Planner; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Joan Bair, Township Administrator/Secretary; Members not present: Allen Styer and Jeff Vickers.

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.

CORRESPONDENCE

The members reviewed the following correspondence items:

Draft Southern Joint Comprehensive Plan (previously emailed to members)
Lot 2A and 2B LDP Extension Letter
XTL LDP Extension Letter
Service Electric Final LDP Application Fee, Letter Dated September 17, 2019

MINUTES OF THE PREVIOUS MEETING

Roger Keith made a motion to approve the minutes from the July 16, 2019 Planning Commission meeting. Donna Jeffery seconded the motion. Motion carried unanimously, 3-0.

PLAN REVIEWS

A. Lots 2 and 3 Service Electric LDP – Bogia Engineering Project Manager, Mr. Haas, was present to discuss the Service Electric Final LDP submission. Solicitor Eric Brown explained that the Township application filing fee is forthcoming. Recommendation was to defer any action at this time, plan approval can be considered at the next Planning Commission meeting. In addition, Solicitor Brown noted that the legal description for the easement agreement is in process. Member Donna Jeffery requested the inclusion of a notation on the Land Development Plan regarding the Fire Department Knox box installation recommended by the Township Fire Marshall.

B. Morgantown Apartments LDP: Patrick McKenna, Esquire, was present to address the Morgantown Apartments Letters requesting Vertical Curb and Sidewalk “Fee in Lieu” and the Clear Sight Triangle Waiver. Esquire McKenna explained that the developer is requesting a site triangle partial waiver, 125 feet instead of 150 feet. The partial waiver will require removal of 3 parking spaces from the Land Development Plan. The commission members explained that reducing the sight triangle requirement could pose safety concerns for the Township. Discussion

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then took place regarding the vertical curb and sidewalk “fee in lieu” request. Chairman Sean Zerbey explained that he foresees future costs creating a financial burden to Township Taxpayers.

The Planning Commission Members recessed for an Executive Session at 8:20 PM. Chairman Zerbey called the meeting back to order at 8:35 PM, indicating the session was for securing legal advice, and for discussing sight distance and “fee in lieu” legalities.

At the conclusion of discussions, the Planning Commission recommended the following for the Morgantown Apartments LDP:

(1) Donna Jeffery made a motion to recommend to the Board of Supervisors the deferrals of SALDO Section 502.7 requiring vertical curbing and SALDO Section 502.15 requiring sidewalks for the portion of State Route 23 that lies to the west of the Richards property, as more fully described in the waiver request. Roger Keith seconded motion. Motion carried unanimously, 3-0.

(2) Roger Keith made a motion to recommend to the Board of Supervisors the denial of the SALDO Section 502.11 sight triangle partial waiver request, 125 feet instead of 150 feet. Donna Jeffery seconded motion. Motion carried unanimously, 3-0.

While no official action was taken, the Planning Commission members present at the meeting were not expressly in support of the Morgantown Apartments LDP vertical curb and sidewalk “fee in lieu” request, due to legal concerns in administering the cash in lieu.

C. XTL LDP Update – No LDP update at this time.

OTHER BUSINESS

A. Plan Reviews Chart – The committee members reviewed the plan reviews chart.

B. Berks County Joint Comprehensive Plan Update – Secretary Joan Bair explained that the draft Southern Berks Joint Comp Plan is ready for the commission members to review. The next JCPC meeting is scheduled for September 25, 2019.

C. C Zones Review – Township Engineer Scott Anderson explained that this review will be beneficial for the Township’s codification process. He recommends including SALDO revisions for plan submittal requirements, including revising requirements for plan of record modifications/revisions.

MEMBER COMMENTS

Member Roger Keith requested an update regarding the portable storage container located at a local business on Main Street. An update from GVC will be provided.

ADJOURN

Having no further business Roger Keith made a motion to adjourn meeting. Donna Jeffery seconded motion. Motion carried unanimously, 3-0. Meeting adjourned at 8:46 PM.

Respectfully Submitted,

Joan A. Bair
Secretary