

**CAERNARVON TOWNSHIP  
BERKS COUNTY, PA  
PLANNING COMMISSION  
MEETING MINUTES**

**JUNE 14, 2021**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on June 14, 2021 in the Caernarvon Township Municipal Building, and via Zoom, located at 3307 Main Street, Morgantown, PA pursuant to notice and according to law.

**MEMBERS IN ATTENDANCE**

Sean Zerbey, Chairman; Roger Keith, Member; Brian Licitra, Member; Allen Styer, Member; Terry Naugle, Great Valley Consultants; Eric Brown, Siana, Bellwoar & McAndrew; Joan Bair, Township Administrator/Secretary. Member Not Present: Jeffrey Vickers.

**CALL TO ORDER**

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

**COMMENTS FROM THE ASSEMBLY**

No comments

**CORRESPONDENCE**

No correspondence

**MINUTES OF THE PREVIOUS MEETING**

Roger Keith made a motion to approve minutes from the May 18, 2021 Planning Commission meeting. Allen Styer seconded motion. Motion carried unanimously.

**PLAN REVIEWS**

A. Denlinger Annexation/Subdivision Plan Review – Project Engineer Mr. Bradford Grauel presented the proposed subdivision plan dated February 9, 2021. Township Solicitor discussed the non-conforming lot due to no existing street frontage. The committee members requested Mr. Grauel to coordinate a discussion with Mr. Denlinger regarding the residue non-conforming lot. No action taken at this time by the committee members.

B. Lot 4 Heritage Corporate Park (Medical Building Plan) – Mr. Merle Stoltzfus presented the proposed Lot 4 Heritage Park – Kim Dental plan dated May 26, 2021. Township Solicitor Eric Brown recommended that the spare handicap parking spaces be noted on the plans as “optional”. Member Roger Keith inquired about access to the back of building. Zoning Officer explained that based on the design he has no concerns with access. Mr. Stoltzfus addressed the requirement for the Conservation District review which is forthcoming. In addition, he explained that the sewer easement requirements for settlement will be completed and recorded. Following all discussions, motions were presented as follows:

(1) Sean Zerbey made a motion to recommend to the Board of Supervisors the granting of waivers for the following:

- a. SALDO Sections 301.3 and 403 to allow the submission of the combined Preliminary/Final plan;
- b. SALDO Section 301.6.a to allow the use of other drawing scales other than the required 1”=50’.

Allen Styer seconded the motion. Motion passed unanimously, 4-0.

(2) Roger Keith made a motion to recommend to the Board of Supervisors a conditional plan approval, contingent upon receipt of Berks County Conservation District, water and sewer approvals and satisfaction of any outstanding items in Great Valley Consultant's Review Letter dated June 10, 2021. Allen Styer seconded the motion. Motion carried unanimously, 4-0.

C. Morgantown Road Commercial Zoning Text Amendment – This item will be discussed at the next Planning Commission meeting. Audubon Land Development will be provided a copy of a zoning text amendment for review.

### **OTHER BUSINESS**

A. XTL LDP – Township Solicitor Eric Brown explained that at this time the Developer is submitting a review time extension for the land development plan.

B. Draft Zoning Amendment for Keeping of Farm Animals – Zoning Officer Terry Naugle summarized two (2) draft ordinances, no permitting process. Roger Keith discussed corner lots and rear yard requirements. Zoning Officer Terry Naugle suggested that further discussion take place at the next Planning Commission. No action taken at this time.

C. SALDO Section 302 Proposed Updates – Township Zoning Officer Terry Naugle informed the Members that he will draft language for adoption, review at the next meeting.

D. Plan Reviews Chart – Township Solicitor Eric Brown informed the Members that currently the Stormwater Agreement for the Apartments on Main project is under review.

E. Berks Homes Zoning Text Amendment – Township Solicitor Eric Brown explained that the draft text amendment has been forwarded to the County for review and comments. No action taken at this time. The Members will review County comments upon receipt.

### **FUTURE PROJECT**

A. Ordinance Codification – A project for the future that would allow for indexing Township Ordinances.

### **MEMBER COMMENTS**

Zoning Officer Terry Naugle informed the committee about future Twin Valley Coffee plans for review.

The Members discussed the process for land development reviews and the 90 day deadline requirements.

### **ADJOURN**

Having no further business, Allen Styer made a motion to adjourn the meeting. Sean Zerbey seconded the motion. Meeting adjourned at 8:36PM.

Respectfully Submitted,

Joan A. Bair  
Secretary