

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
JANUARY 18, 2022**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on January 18, 2022 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA, and via Zoom, pursuant to notice and according to law.

MEMBERS IN ATTENDANCE

Sean Zerbey, Member; Roger Keith, Member; Allen Styer, Member; Jeffrey Vickers, Member; Scott Anderson, Kraft Engineering; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Joan Bair, Township Administrator/Secretary. Absent Member: Brian Licitra.

CALL TO ORDER

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

REORGANIZATION

A – Board Reorganization

Sean Zerbey turned the meeting over to Solicitor Eric Brown who conducted the reorganization portion of the meeting.

Chairman – Allen Styer made a motion to nominate Sean Zerbey for the position of Chairman for 2022. Jeff Vickers seconded the motion. There were no other nominations. The motion carried unanimously, 4-0.

Vice Chairman – Allen Styer made a motion to nominate Roger Keith for the position of Vice Chairman for 2022. Jeff Vickers seconded the motion. There were no other nominations. The motion carried unanimously, 4-0.

Secretary – Roger Keith made a motion to nominate Joan Bair for the position of Secretary for 2022. Allen Styer seconded the motion. Motion carried unanimously, 4-0.

COMMENTS FROM THE ASSEMBLY

No comments from the assembly.

CORRESPONDENCE

No correspondence.

MINUTES OF THE PREVIOUS MEETING

Roger Keith made a motion to approve the minutes from the December 21, 2021 Planning Commission meeting. Jeff Vickers seconded motion. Motion carried unanimously, 4-0.

PLAN REVIEW

Morgantown Road Commercial Development – Project representatives Brian Macy, Debi Roesener, and Eric Mountz were in attendance to discuss the Morgantown Road Commercial plan submission for the two parcels opposite the Holiday Inn and McDonalds. Mr. Macy and Mr. Mountz discussed intersection and traffic signal improvements, proposal will require PennDot's review and approval. Chief Stolz requested that plans include a traffic signal preemption device.

Engineer Scott Anderson summarized the Kraft Engineering review letter dated January 18, 2022. Engineer Anderson explained that no waiver requests were submitted, and that the full design is forthcoming to accurately address the subject parcels. A deferral for sidewalks and curbing was discussed. The Members discussed local events that drive foot traffic and the need for sidewalks and curbing.

Engineer Anderson discussed the Landscaping plan proposal for tree line. Solicitor Brown recommended that the Landscaping Ordinance be reviewed for compliance, and that the use of operation hours be submitted as a narrative on the notes section of land development plans.

The Members discussed the need for a traffic study to address challenges with tractor trailers entering and exiting commercial area. The project representatives explained that a review of existing Right of Ways and Easement points is underway to address road widening and zoning ordinance review comments.

Engineer Anderson explained that the applicant needs to further explain the parking spaces to be utilized both by tractor trailers and by employees, a section of the plans which might require an adjustment for the number of spaces.

Stormwater plans were discussed. The Members discussed an existing fence and options for improvements. The project representatives explained that easement review for stormwater improvements is in process.

OTHER BUSINESS

- A. Draft IOP Amendment – Building Height & Airpark Use: Solicitor Brown informed the Members that a draft amendment has been forwarded to the County Planning Commission for review and comments.
- B. Plan Review Chart – Secretary Joan Bair summarized the chart. Engineer Anderson will be contacting the XTL developer regarding a project extension.

PROJECTS

Secretary Joan Bair updated the Members on the Ordinance Codification project.

MEMBER COMMENTS

Member Jeff Vickers extended a welcome back to Engineer Anderson.

ADJOURN

Having no further business, Jeff Vickers made a motion to adjourn meeting. Roger Keith seconded the motion. Meeting adjourned at 8:29 p.m.

Respectfully Submitted,

Joan A. Bair
Secretary