

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
FEBRUARY 21, 2023**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on February 21, 2023 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, Chairperson; Roger Keith, Member; Allen Styer, Member; Jeff Vickers, Member; Eric Brown, Siana, Bellwoar & McAndrew, Township Solicitor; Scott Anderson, Township Engineer; Joan Bair, Township Administrator/Secretary.

CALL TO ORDER

Sean Zerbey, Chair, 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 – Jeff Vickers made a motion to nominate Sean Zerbey for the position of Chairman for 2023. Allen Styer seconded the motion. There were no other nominations. The motion carried unanimously, 4-0.

Vice Chairman – Jeff Vickers made a motion to nominate Roger Keith for the position of Vice Chairman for 2023. Allen Styer 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 2023. Jeff Vickers seconded the motion. Motion carried unanimously, 4-0.

At this time the Members discussed vacancies and appointing an Assistant Secretary when possible.

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 20, 2022 Planning Commission meeting. Allen Styer seconded the motion. Motion carried, 3 in favor, 1 abstention (Member Jeff Vickers).

Roger Keith made a motion to approve the minutes from the January 10, 2023 Special Meeting with the added notation of Engineer Anderson's late arrival. Allen Styer seconded the motion. Motion carried unanimously.

BUSINESS

- A. Apartments on Main (aka Morgantown Apartments) – Project Representatives present were Stefano Filano, owner, and Ted Snyder, Berkshire Builders. Engineer Anderson summarized the Berks County Planning Commission Review Letter #2 and explained that the majority of the County's comments have been addressed by the Developer.

The Members concurred with the Developer recording the Highway Occupancy Permit (HOP) with the Plans, in lieu of revising the Plan Sheet to add the HOP number as recommended by the County.

Engineer Anderson elaborated on the County's Turning Lane Comment. Solicitor Brown requests that evidence of the sign off paperwork be provided for inclusion in the Land Development records maintained by the Township.

The Members discussed the County's Bike Rack Comment #14 and safety concerns. The Members were in favor of the Developer's request to possibly incorporate bike storage options in the area of the Apartment Complex Playground.

Engineer Anderson addressed comment #18 and acknowledged that the consolidation of parcels is to be included with recording of plans.

Upon review and consideration of the Berks County Planning Commission Review Letter #2, Jeff Vickers made a motion to recommend that the Board of Supervisors reaffirm the Apartments on Main Land Development Plan as is. Allen Styer seconded the motion. Motion carried unanimously.

OTHER BUSINESS

- A. Township Sidewalk Plans – Jeff Vickers made a motion to recommend to the Board of Supervisors the approval of Kraft Municipal Group updating the Township's Sidewalk Plan dated 8/16/2006. Roger Keith seconded the motion. Motion carried unanimously.
- B. Plans Review Chart was reviewed. Engineer Anderson explained that revised plans for the Magnolia Greene project have not been submitted.

Solicitor Brown discussed the Twin Valley Coffee Land Development Plan, ground breaking will begin soon.

MEMBER COMMENTS

No comments.

ADJOURN

Having no further business, Roger Keith made a motion to adjourn meeting. Jeff Vickers seconded the motion. Meeting adjourned at 8:35PM.

Respectfully Submitted,

Joan A. Bair
Secretary