

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
AUGUST 15, 2023**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on August 15, 2023 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA.

MEMBERS IN ATTENDANCE

Sean Zerbey, Chairperson; Roger Keith, Member; Jeff Vickers, Member; David Jakubek, Member; Eric Brown, Siana Law, Township Solicitor; Scott Anderson, Township Engineer; Joan Bair, Township Administrator/Secretary. Absent Member: Allen Styer

CALL TO ORDER

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

COMMENTS FROM THE ASSEMBLY

No comments from the assembly.

CORRESPONDENCE

**New Appointment to Planning Commission – Mr. David Jakubek
Liberty Environmental, Inc Letter Dated April 27, 2023 – Vanguard Organics
Conservation District Letter Dated May 10, 2023 – Vanguard Organics Application
Town of Agawam Letter Dated April 24, 2023 – Supports Vanguard Renewables
Stackhouse Bensinger Letter Dated June 9, 2023 – XTL Project Review Extension**

MINUTES OF THE PREVIOUS MEETING

Roger Keith made a motion to approve the minutes from the April 18, 2023 Planning Commission meeting. Jeff Vickers seconded the motion. Motion carried unanimously.

PLAN REVIEWS

A. Morgan Truck Sketch Plan – Tom Ludgate, Ludgate Engineering, discussed a sketch plan for the proposed Morgan Truck parking lot expansion. Engineer Anderson summarized the Kraft Municipal Group Review Letter Dated August 15, 2023 for the chassis lot expansion. The Members discussed stormwater requirements and water flow issues in the vicinity of the proposed lot expansion. A review letter was provided by the Chief of Police which noted site triangle clearance concerns. The Members discussed the turning radius requirements for trucks.

Zoning requirements for number of parking spaces was discussed. Solicitor Brown recommended that the Zoning Officer's review be obtained to determine the number of parking spaces required for the proposed use.

OTHER BUSINESS

- A. Vanguard Renewables Text Amendment – The Members reviewed the proposed Vanguard Renewables Zoning Ordinance Text Amendment. Solicitor Brown explained that the text amendment will be discussed at the September 19, 2023 Planning Commission meeting.
- B. Township Zoning Changes Revisited – The Members requested copies of the zoning use comparison chart that was consolidated in previous years.
- C. Township Sidewalk Plan – Engineer Anderson distributed a draft Future Sidewalk Target Area Plan for review. The Members discussed the areas along Main Street and Morgantown Road marked for future sidewalk target areas. Engineer Anderson discussed requirements for future development. Solicitor Brown discussed options for amending the applicable Ordinance for sidewalk map requirements. No action taken at this time, to be further discussed at the September Planning Commission meeting.

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 8:50PM.

Respectfully Submitted,

Joan A. Bair
Secretary