

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

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on November 21, 2023 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA.

**MEMBERS IN ATTENDANCE**

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

**CALL TO ORDER**

Roger Keith, Vice 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**

**Vanguard Renewables – Revised Amendment Received for Review at the  
December 19, 2023 Planning Commission Meeting**

**MINUTES OF THE PREVIOUS MEETING**

Jeff Vickers made a motion to approve the minutes from the September 19, 2023 Planning Commission meeting. Dave Jakubek seconded the motion. Motion carried unanimously.

**PLAN REVIEWS**

**No plans for review.**

**OTHER BUSINESS**

- A. Draft Ordinance for Review – The Members reviewed a Draft Ordinance Amending the Zoning Ordinance to Repeal Section 628 Planned Residential Development (PRD). Solicitor Brown summarized the Draft Ordinance. After discussion, Jeff Vickers made a motion to recommend to the Board of Supervisors the approval to remove the Planned Residential Development (PRD) from Caernarvon Township's Zoning Ordinance. Dave Jakubek seconded the motion. Motion carried unanimously.
- B. XTL Land Development Plan Update – Engineer Anderson informed the Members that a formal withdraw letter is forthcoming from the XTL Developer. The Members discussed the future maintenance of the property. Engineer Anderson will follow-up with Developer.

- C. Township Zoning Uses Chart – Township Solicitor Eric Brown discussed zoning trends including Air BnBs, short term rentals and alternative energy (i.e. solar, electric vehicles, etc). Solicitor Brown defined short term rentals as stays less than 30 days. The Members discussed solar panel installations and would like to see the where and how addressed in Township regulations, to include defining the principle/accessory use.

After discussion, Jeff Vickers made a motion to recommend to the Board of Supervisors the approval to allow the Planning Commission to proceed with drafting Ordinances addressing short term rentals and alternative energy sources such as solar and electric vehicles. Dave Jakubek seconded the motion. Motion carried unanimously.

- D. Township Sidewalk Plan – Engineer Anderson summarized the proposed revised sidewalk plan. The plan was updated to depict connected in-town sidewalks. Engineer Anderson discussed revisions for the Heritage Drive location. Solicitor Brown discussed options for use of the sidewalk plan.

After discussion, Dave Jakubek made a motion to recommend to the Board of Supervisors the approval of adopting the updated Sidewalk Plan as a Planning Document, with the added notation “Not Intended to Supersede SALDO Requirements for Curbing/Sidewalk”. Jeff Vickers seconded the motion. Motion carried unanimously.

- E. Plan Review Chart – The Members discussed updates.

#### **MEMBER COMMENTS**

Member Jeff Vickers wished everyone a Happy Thanksgiving.

#### **ADJOURN**

Having no further business, Jeff Vickers made a motion to adjourn meeting. Dave Jakubek seconded the motion. Meeting adjourned at 9:01PM.

Respectfully Submitted,

Joan A. Bair  
Secretary