

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
FEBRUARY 20, 2024**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on February 20, 2024 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA.

MEMBERS IN ATTENDANCE

Sean Zerbey, Chair/Member; Roger Keith, Vice Chair/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, Member.

CALL TO ORDER

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

COMMENTS FROM THE ASSEMBLY

No comments from the assembly.

CORRESPONDENCE

No Correspondence

At this time, Jeff Vickers made a motion to amend the agenda to add Reorganization. Roger Keith seconded the motion. Motion passed unanimously;

Roger Keith made a motion to nominate Jeff Vickers as Chair. Sean Zerbey seconded the motion. Motion carried, 3-1, Jeff Vickers opposed;

Roger Keith made a motion to nominate Sean Zerbey as Vice Chair. David Jakubek seconded the motion. Motion carried unanimously;

David Jakubek made a motion to nominate Joan Bair as Secretary. Sean Zerbey seconded the motion. Motion carried unanimously.

MINUTES OF THE PREVIOUS MEETING

Roger Keith made a motion to approve the minutes from the December 19, 2023, Planning Commission meeting. Jeff Vickers seconded the motion. Motion carried unanimously.

PLAN REVIEWS

Morgan Site Preliminary Plan – Tom Ludgate, project engineer, was present to provide an overview of preliminary plans for a storage yard/chassis lot expansion for Morgan Corp. Engineer Anderson inquired about the hoist, to be used for unloading. Member Jeff Vickers inquired about the Berks County Planning Commission review letter.

Solicitor Brown requested that a plan note be included regarding on site employees, and that a curbing/sidewalk deferral request be submitted with the plans.

Mr. Ludgate informed the Members that the two (2) separate parcels will be combined/consolidated. Solicitor Brown requested that the consolidation of plans be completed during the recording process.

Mr. Ludgate discussed the following: combining preliminary/final plan submission; driveway having full site access; 24-hour security lighting; and stormwater discharge near Quarry should improve once North lot is completed (runoff will drain to local culvert).

Revised plans will be reviewed at the next Planning Commission meeting.

OTHER BUSINESS

- A. Vanguard Renewables Revised Zoning Text Amendment – Dwight Yoder, project legal representative, and Libby McDonald, project manager were present to discuss revisions. Solicitor Brown discussed owner contact information.

Member Jeff Vickers discussed various community concerns including odor control and allowable limits.

Lynn Burkholder, Twin Valley Coffee, inquired about flaring process, pipeline transmission, and truck loading restrictions.

Engineer Anderson discussed the 60 ft to 45 ft calculation.

Solicitor Brown gave an overview of the air quality permitting process and the requirements for the conditional use process.

Lynn Burkholder, Twin Valley Coffee, asked the project representatives about the initial contact for the Kurtz Farm proposal.

Roger Keith, Member, inquired about the number of farms that could utilize the aerobic digester system. Engineer Anderson explained that multiple parcels could apply/be eligible for the system.

After discussion, Roger Keith made a motion to forward the Vanguard Renewables Zoning Text Amendment for Regional Aerobic Digestors to the Board of Supervisors for consideration. David Jakubek seconded the motion. Motion carried unanimously.

- B. Berks Homes Zoning Text Amendment Revisions – Chip Haws, project legal representative, was present to review zoning text amendment revisions. Mr. Haws explained that the number of townhomes and single-family homes were reduced and that changes to parking requirements were made. Mr. Haws also discussed proposal of submitting Overlay Ordinance as a Conditional Use Process.

The Members discussed their concerns about minimum street width.

At this time, Engineer Anderson discussed the Zoning Text Amendment and the Kraft Municipal Group Review Letter. The Members discussed common open space requirements. Solicitor Brown inquired about community members accessibility/use of recreation areas.

The Members discussed landscaping standards; the Developer will check for compliance.

The Zoning Text Amendment will be revised and presented at the next Planning Commission meeting.

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- C. Expanding the “Common Open Space” Requirement in SALDO – Solicitor Brown discussed samples that were provided to the Members. Engineer Anderson explained that the fee in lieu of concept could be beneficial to building up existing Township parks. This item is to be discussed at the next Planning Commission meeting.
- D. Short Term Rentals and Alternative Energy Sources Draft Ordinance – Solicitor Brown summarized samples that were provided to the Members. Member Jeff Vickers requested that solar panels location be discussed for the Draft Ordinance. This item is to be discussed at the next Planning Commission meeting.
- E. Samples of In-Laws Quarters Provision for Inclusion in the Township’s Zoning Ordinance – to be discussed with Zoning Officer Kerlin and added to next Planning Commission agenda.
- F. Township Zoning Uses Chart – Renaming the IOP District is to be discussed at the next Planning Commission meeting.
- G. Plan Review Chart – Reviewed by Members.

MEMBER COMMENTS

No comments.

ADJOURN

Having no further business, David Jakubek made a motion to adjourn meeting. Sean Zerbey seconded the motion. Meeting adjourned at 10:00PM.

Respectfully Submitted,

Joan A. Bair
Secretary