

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES
MARCH 19, 2024**

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on March 19, 2024 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA.

MEMBERS IN ATTENDANCE

Jeffrey Vickers, Chair; Roger Keith, Member; David Jakubek, Member; Eric Brown (via zoom), Siana Law, Township Solicitor; Scott Anderson, Township Engineer; Joan Bair, Township Administrator/Secretary. Absent Member: Allen Styer, Member; Sean Zerbey, Vice Chair.

CALL TO ORDER

Jeff Vickers, 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

No Correspondence

MINUTES OF THE PREVIOUS MEETING

Roger Keith made a motion to approve the minutes from the February 20, 2024, Planning Commission meeting. David Jakubek seconded the motion. Motion carried unanimously.

PLAN REVIEWS

Morgan Site Preliminary Plan – Engineer Anderson explained that the revised plans will be reviewed at the next Planning Commission meeting.

OTHER BUSINESS

- A. Berks Homes Zoning Text Amendment Revisions – Gary McEwen, Berks Homes, informed the Members that more review time is needed for Text Amendment revisions. Engineer Anderson requested clarification regarding impervious coverage area. Solicitor Brown discussed stormwater calculation requirements and requested a definition of the area that falls within the non-residential area.
- B. Expanding the “Common Open Space” Requirement in SALDO – Engineer Anderson explained that more time is needed for this item and will be discussed at the next Planning Commission meeting.
- C. Short Term Rentals and Alternative Energy Sources Draft Ordinance – Solicitor Brown discussed model Ordinances and recommends that Township consultants discuss options and develop a draft Ordinance. Member Vickers suggested that Ordinances from local/surrounding municipalities would be a good starting point for draft. Zoning Officer Kerlin discussed permitting options and recommended that the

Members consider zones where the use would be permitted. Zoning Officer Kerlin also recommended that short term rentals be clearly defined (VRBO, AirBnB, etc).

Engineer Anderson discussed solar energy and recommended that the Members consider location such as residential areas. Member David Jakubek discussed solar panel concerns such as glare and wall height.

- D. Samples of In-Laws Quarters Provision for Inclusion in the Township's Zoning Ordinance – Zoning Officer Kerlin discussed options for zoning ordinance. Solicitor Brown explained how this provision is managed in other municipalities. Member Vickers requested that clarification be incorporated into the draft Ordinance including registration requirements. Draft Ordinance is forthcoming.
- E. Township Zoning Uses Chart – The Members discussed options for changing the title for the IOP zoning district. Solicitor Brown provided guidance on changing the name. Renaming option discussed was Mixed Use/Light Commercial or Mixed Use Commercial (MUC).
- F. Plan Review Chart – Reviewed by Members. Engineer Anderson will request an extension letter from Morgan Corp for the Chassis Lot Expansion Land Development Plan review time. Engineer Anderson also explained that the XTL closeout is proposed for this Spring.

MEMBER COMMENTS

Engineer Anderson discussed the Anaerobic Digester zoning hearing scheduled for April 10, 2024.

ADJOURN

Having no further business, David Jakubek made a motion to adjourn meeting. Roger Keith seconded the motion. Meeting adjourned at 9:17PM.

Respectfully Submitted,

Joan A. Bair
Secretary