

**CAERNARVON TOWNSHIP
BERKS COUNTY, PA
PLANNING COMMISSION
MEETING MINUTES**

APRIL 16, 2024

The Caernarvon Township Planning Commission held its Regular Monthly Meeting on April 16, 2024 in the Caernarvon Township Municipal Building located at 3307 Main Street, Morgantown, PA.

MEMBERS IN ATTENDANCE

Sean Zerbey, Vice Chair/Member; Allen Styer, Member; Roger Keith, Member; David Jakubek, Member; Eric Brown, Siana Law, Township Solicitor; Scott Anderson, Township Engineer; Margie Bishop, Assistant Township Administrator/Asst. Secretary. **Absent Member:** Jeffrey Vickers, Chair

CALL TO ORDER

Sean Zerbey, 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

Morgan Corp Chassis Lot Plan Review Extension – David Jakubek made a motion to Acknowledge and approve the extension, Roger Keith seconded the motion. Motion carried unanimously.

MINUTES OF THE PREVIOUS MEETING

Sean Zerby requested a correction to the minutes stating he was not present at the March 19th meeting. Roger Keith made a motion to approve the minutes from the March 19, 2024, Planning Commission meeting with corrections. David Jakubek seconded the motion. Motion carried unanimously.

PLAN REVIEWS

Morgan Site Preliminary Plan Revised Plans – Sean Zerby stated that the revised plans required further time to review and will be discussed at the next Planning Commission meeting.

OTHER BUSINESS

- A. Berks Homes Zoning Text Amendment Revisions – Chip Haws, Solicitor for Berks Homes, informed the Members that they had no issues with the revisions of the text amendment until section Sec. 628E – Minimum Density, 628F - Minimum Lot Size Dwelling Unit, and 628G – Minimum Yard Dimensions. Berks Home detailed the

Page 2 of 2 Pages April 16, 2024
Planning Commission Minutes

reasons for assigning the size, dimensions and percentages and acknowledged there was confusion on how to address this. Solicitor Brown and Engineer Anderson engaged in much discussion, questioned, and offered suggestions for calculations and wording of the text amendment. Berks Homes stated they were accepting of all other edits. Discussions between committee members and Solicitor Brown determined more review time is needed for Text Amendment revisions. Engineer Anderson will also reach out to Keith Romig, Fire Marshall, to have him review the revised amendment.

- 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 informed the committee; this is still under development. Will be discussed at the next Planning commission meeting.

Engineer Anderson advised he found solar ordinance samples that can be revised to meet Caernarvon Township requirements and that the township should consider putting limits according to where property is located and zoned. There is a need for added definitions.

- D. Proposed “Accessory Dwelling Units and Maximum Impervious Surface Coverage” Ordinance Amendment – Solicitor Brown informed the committee that Jeff Kerlin, Zoning Officer, reviewed the proposed Ordinance Amendment and is good with moving forward. Chip Haws, Solicitor for Berks Homes, requested more detail and definition of Impervious vs Pervious areas regarding Sec. B#4 – Floor area of an accessory dwelling and B#6b – minimum gross area. Scott Anderson will research and recommend numbers/percentages for each district.
- E. Township Zoning Uses Chart – Renaming IOP District and Review Uses – Eric Brown, Township Solicitor, advised that renaming can occur through the Berks Home Text Amendment.
- F. Plan Review Chart – Reviewed by Members. Sean Zerby advised the XTL project can be removed from the list as per/Engineer Anderson advised that the XTL closeout is proposed for this Spring.

MEMBER COMMENTS - None

ADJOURN

Having no further business, Roger Keith made a motion to adjourn the meeting. Allen Styer seconded the motion. Meeting adjourned at 9:43 PM.

Respectfully Submitted,

Margie Bishop
Assistant Secretary