

**Penn Township Planning Commission
100 Municipal Building Road
Duncannon, PA 17020**

MINUTES OF APRIL 20, 2009

Page 1 of 6

The Penn Township Planning Commission (PTPC) met on April 20, 2009 at 600 p.m. in the Municipal Building. PTPC members present were Ed Chism, Chairman, Art Dalla Piazza, Brian Maguire, Rachel Mullen, and Ken Martz. Others present were Township Secretary Helen Klinepeter (Secretary) and, Township Engineer Max Shradley (Engineer). A list of visitors attending is available in the Township Office.

Chairman Chism opened the workshop at 6:00 p.m.

COMPREHENSIVE PLAN (Plan) – Mr. Frank Chlebnikow presented his review of the Comprehensive Plan. He explained that plan is fifteen years old and is divided into seventeen chapters divided into four sections. Mr. Chlebnikow explained that section one covers chapter's one through ten and would be done all at one time. He reviewed each chapter with the needed updates.

Introduction – He suggested that no text update is necessary; however the Regional Location Map and Parcel Map should be updated.

Chapter 1 – History – It is recommended that this chapter not be updated.

Chapter 2 – Natural Environment – No Major Text Updates are necessary; however, a discussion on prime agricultural soils and agricultural program land (ASA, Conservation Easements) is recommended. It is further recommend that new maps be prepared using current GIS technology.

Chapter 3 – Population and Socio-Economic Profile – This chapter will require major text updates as presented. An option would be to adopt the background profiles from Perry County Comprehensive Plan and prepare a one or two page analysis on major trends and changes in Penn Township.

Chapter 4 – Employment and Economy - This chapter will require major text updates as presented. An option would be to adopt the background profiles from Perry County Comprehensive Plan and prepare a one or two page analysis on major trends and changes in Penn Township.

Chapter 5 – Existing Land Use – Mr. Chlebnikow offered that this chapter is a snap shot of how land is developed and used in the Township. It is recommended that a complete overhaul of this chapter is undertaken to understand the Township's existing land use patterns and identify the path of development by comparing the new data against the current plan.

Chapter 6 – Housing – This chapter will require major text updates as presented. An option would be to adopt the background profiles from Perry County Comprehensive Plan and prepare a one or two page analysis on major trends and changes in Penn Township.

MINUTES OF APRIL 20, 2009

Page 2 of 6

Chapter 7 – Transportation – This chapter will need a major overhaul to link it with the County and Regional Transportation Programs, The Township’s Future Land Use Plan and Pedestrian Mobility.

Chapter 8 – Community Facilities and Services - This chapter will require major overhaul. The Township has adopted a Parks and Recreation Plan, An Act 537 Plan and the sanitary sewer service area has expanded.

Chapter 9 – Energy – This chapter is not required and it is recommended to either eliminate it or keep it as is.

Chapter 10 – Municipal Administration and Finance – This chapter is not required and it is recommend to either eliminate it or at a minimum the municipal administration portion of the chapter should be updated.

Chapter 11 – Community Development Goals and Objectives – This chapter represents the foundation of the policies and recommendations found in the plan and must be updated through a thorough review and benchmarking of the existing goals and objective and development of new objectives. This is where public participation should be a part of the development of this chapter.

Chapter 12- Energy Plan - This chapter is not required and it is recommended to either eliminate it or keep it as is.

Chapter 13 – Transportation Plan - This chapter will require major overhaul to align it with the county and regional transportation program, and to assist in the development of the Future Land Use Plan. The Transportation Plan should consider Penn DOT’s context sensitive solutions and pedestrian connections.

Chapter 14 – Community Facilities Plan - This chapter will require major overhaul to align it with existing and planned sewer extensions and parks and recreation policies.

Chapter 15 – Housing - This chapter requires an update to align it with the Township’s population projection and the need to address fair share issues.

Chapter 16 – Future Land Use Plan – This chapter needs to be updated to align itself with the Township’s Zoning Ordinance and to protect the Township’s agricultural and natural resources. The future Land Use Plan should be developed around adequate transportation infrastructure, water and sewer service areas and the capacity of those facilities to service new development and finally infill and design consideration for the area around the Duncannon Borough needs to be addressed.

Chapter 17 – Plan Administration and Implementation – This chapter needs to be updated to incorporate new action items with implementation time horizons.

Mr. Chlebnikow offered that what the PTPC will need to decide is the level of public participation, the project schedule and the PTPC review process.

MINUTES OF APRIL 20, 2009

Page 3 of 6

Public Participation – Mr. Chlebnikow offered that surveys do not hold as much weight as previously thought and recommended that a public meeting(s) be held to gather input. The PTPC decided to address how this would be done at a later date.

Project Schedule – Mr. Chlebnikow offered that information would be sent about a week before the meeting for review and at the meeting any comments would be handed over and the meeting would focus on the planning aspects to be included. A discussion commenced on the length of time needed for the review of the Plan. It was decided that it would take a year to complete the review with the goal being to have a draft ready for the Board of Supervisors by December 31, 2009. The consensus was to proceed with having a separate two and half hour meeting each month.

Planning Commission Review Process – Mr. Chlebnikow asked what type of committee would be set up. The PTPC review and edit or have an advisory committee to review the document and present it to the PTPC. The consensus of the PTPC was to review the plan with the input of Park and Recreation Board, Board of Supervisors being invited to the meetings and perhaps other interested people.

Upon a Maguire/Mullen motion, the PTPC voted unanimously to submit the review of the Penn Township Comprehensive Plan outline and the project schedule and review process for approval.

Mr. Dalla Piazza offered that there are a lot of revisions in the Floodplain Ordinance. Mr. Chism offered that perhaps a different night with about two hours to work on it. The consensus was to see if there would be any time at the end of the meeting to discuss the Floodplain Ordinance.

The PTPC had an executive session from 6:55 until 7:05 to discuss membership on the board.

Chairman Chism closed the workshop and opened the meeting at 7:05 p.m. with the announcement that the meeting was recorded to aid in the preparation of the minutes.

VISITORS

Randy Holmes, Verizon Wireless Kinkora Site – Mr. Holmes offered that Verizon has just about finished the construction of the Wireless Tower and was informed by the contractor that there was concern on installing the evergreen trees around the perimeter of the compound at the location of the adjoining wetlands due to the wet conditions of the soil. Mr. Holmes offered that originally Verizon was going to ask for a waiver, until he was able to talk to the Township Engineer who suggested that perhaps waiting until the summer to see if the land dries out. Therefore Verizon is withdrawing the request at this time.

MINUTES – The minutes of the March 16, 2009 Planning Commission were presented. After discussion and upon a Maguire/Dalla Piazza motion, the PTPC voted unanimously to approve the March 16, 2009 PTPC minutes with typographical changes.

CORRESPONDENCE – Secretary presented the PTS letter approving the Warden Property Land Development Plan Time Extension.

MINUTES OF APRIL 20, 2009

Page 4 of 6

SUBDIVISION/LAND DEVELOPMENT PLANS

Warren H. Snyder Estate Subdivision Plan, File # 2009-02 – Mr. Darren Foster of Lou Harford's Office offered that he is representing the Snyder Estate. Mr. Chism asked if the Municipal Authority (PTMA) had a review with this plan. Secretary stated in the negative. Mr. Chism offered that the Highway Department will need of a speed study being completed. Mr. Chism offered that Zoning Officer comments are presented. Mr. Chism explained that the Engineer Review Checklist is a new process. Upon review of the plan, the PTPC directed the Engineer to review Stormwater, Erosion and Sedimentation Control, and Financial Security issues. Upon a Dalla Piazza/Maguire motion, the PTPC granted 15 more minutes for review of this plan.

Mr. Foster offered that the plan has seven lots with two lots being added to existing lots, one residual lot and four buildable lots. After review and upon Dalla Piazza/Mullen motion, the PTPC voted unanimously to table this plan.

Mr. Foster presented the module for approval and signature. After discussion, and upon a Dalla Piazza/Mullen motion, the PTPC voted unanimously that the Warren H. Snyder Estate Subdivision Plan Planning Module be completed and recommended for approval and signature.

Ferster & Mervine Final Land Development Plan, File # 2009-03 – Mr. Joe Burget of Burget and Associates offered that he is representing Mr.'s Ferster & Mervine. Mr. Burget explained that this plan is an expansion of Perry Foods. Mr. Burget offered that he has received the County and Zoning Officer comments and have a revised plan. The PTPC reviewed the Zoning Officer's comments, the Highway Department's review and the County Comments. Upon a Maguire/Martz motion, the PTPC granted an additional 15 minutes for this plan review. Discussions commenced upon the floodplain ordinance compliance and having the Zoning Officer check Section 1900 of the Zoning Ordinance. After discussion and upon a Dalla Piazza/Mullen motion the request for Alteration of Requirements (AOR) of the Subdivision and Land Development Ordinance for Section 306, *Preliminary Plat Procedure* due to the fact that the plan is proposing an expansion to an existing building, Section 309.A.a, *Plan Scale* to aid in creating a legible plan, Section 309.A.7, *Property Outline – 1"=400'* due to the property being less than two acres in size and Section 309.A.11, *Contour Interval* due to the fact that the plan is proposing an expansion to an existing building,. Section 309.B.4, *Erosion and Sedimentation Control Plan*, Section 309.B.5, *DEP Permit for Earth Moving*, Section 309.B.7, *DEP Planning Module*, Section 309.B.10, *SEO Report/Soils*, Section 406, *Stormwater Management Plan* and Section 407, *Erosion Control Plan Approval* due to the fact that the plan is proposing an expansion to an existing building with minimal earthmoving activities were recommended for approval.

After due consideration, and upon a Dalla Piazza/Mullen motion, the PTPC voted unanimously to recommend approval of the Ferster & Mervine Final Land Development Plan, File Number 2009-01, contingent upon following items being completed.

1. The Zoning Data Table should show the building height.
2. The Zoning Officer should show that the plan complies with Article 19 of the Zoning Ordinance.
3. The Surveyor shall sign and seal the plans.

MINUTES OF APRIL 20, 2009

Page 5 of 6

4. The right-of-way dedicatory state shall be placed on the plan.
5. The landowner shall sign the plan.
6. The Township Engineer is to review the plan for compliance with the Township Floodplain Ordinance, No. 89.

Morrison Inc. Headquarters Preliminary Land Development Plan, File # 2009-04 – Mr. Ed Lupyak of Melham Associates offered that he is representing Mr. Morrison and is ready to answer any questions. The PTPC reviewed the Zoning Officer's comments, and the County Comments. After review of the plan, the PTPC directed the Engineer to review roadway, Stormwater, Financial Security and Erosion and Sedimentation Ordinance issues. After discussion, the PTPC voted unanimously to table the plan for the applicant to address the comments.

Mr. Lupyak presented the DEP mailer for approval and signature. A discussion commenced on the PTMA stating that it would serve the project. After discussion and upon a Dalla Piazza/Maguire motion, the PTPC voted unanimously to recommend approval and signature of the DEP Mailer.

Arthur W. and Tracy L. Myers DEP Module – Grant Marshall offered that Mr. Myers is placing a small flow treatment facility on his property. Secretary offered that the percolation area for the primary and secondary on-lots sites were disturbed before Mr. Myers bought the property and therefore according to the SEO were not able to be used. Mr. Marshall offered that due to the shape and slopes on the property that a small flow treatment facility was the most feasible option. Mr. Marshall explained how the facility would operate. After discussion, and upon a Dalla Piazza/Maguire motion, the PTPC voted unanimously to recommend approval and signature of the DEP Module for Arthur and Tracy Myers with the agreement being sent to the Township Solicitor for review.

OLD BUSINESS

2008 PTPC Summary – Secretary asked for the status of the 2008 Summary. After discussion, and upon a Dalla Piazza/Martz motion, the PTPC voted by majority to approve the 2008 PTPC Summary with Mr. Maguire voting nay.

NEW BUSINESS

SALDO – Secretary offered that Mr. Randy Plummer noticed an oversight in the SALDO revision. During the revision, the Driveway Design Requirements were not added. After discussion the consensus of the PTPC is to place this issue on the To Do list.

Stormwater Ordinance – Secretary offered that it was brought to her notice that the Stormwater Ordinance in Section 514 references a Table 1 and Chart 1. She offered that she could not find the table or chart in the copy master or the original in the Ordinance Book. Engineer offered that he will look in his records for the table and chart. The PTPC suggested that the Township Solicitor be asked how to handle this matter.

FLOODPLAIN ORDINANCE - Mr. Chism offered that the question is if the PTPC would like to review the Floodplain Ordinance tonight or to have a second meeting before the Board of

MINUTES OF APRIL 20, 2009

Page 6 of 6

Supervisor's meeting. The consensus of the PTPC was to set a meeting for April 28, 2009 at 6:00 p.m. to review the Floodplain Ordinance.

SUSQUEHANNA WATER GAP – Mr. Dalla Piazza offered that he attended the Susquehanna Water Gap meeting and brought some plans that could be used during the Comprehensive Plan review.

Upon the completion of all business and with a Maguire/Martz motion, the PTPC voted unanimously to adjourn the meeting at 9:10 p.m.

Respectfully Submitted;

Approved May 18, 2009

Brian R. Maguire
Secretary