

**Penn Township
Planning Commission Minutes
Reorganization
February 23, 2015**

Members present included: Mike Kuhns, Ben Moyer, Cornelius Heeren, Derek Straub, Jim Geiswite and Jim Wentzel.

Also Present: Attorney James Bathgate and Secretary Brenda Moyer

Members of the Public: Chad E. Shaffer, PLS, Stahl Shaffer Engineering and Commissioner Joe Kantz

At 7:03 pm acting as temporary chair Attorney Bathgate called the February 23, 2015 reorganization meeting to order and moved to nominate member Dan Kuruna as Chairman of the planning commission. Nominations were closed. **On motion by Jim Geiswite, second by Mike Kuhns and acclamation Dan Kuruna was appointed chairman.**

Nomination, nominations closed, and motion for Cornelius Heeren to serve as vice chair by Mike Kuhns, second by Ben Moyer, acclamation.

On motion by Jim Geiswite, second Derek Straub, commission acclamation the 12.15.2014 PC minutes were approved as presented. The January 2015 PC meeting was canceled and no meeting held.

Public Comment – No public comment

Persons Present to be Heard –

Chad E. Shaffer PLS was present representing the Jerry Hazelwood Final Subdivision Plan, dated 11.12.14. Tax Parcel – 13-06-107 comprised of 10 acres in the RR (Rural Residential) zone and proposing to divide the parcel into two equal lots of 5 acres. Plan submitted 11.24.14, a request for extension of time was submitted 2.12.2015, new plan expiration date of May 6, 2015. SCPC did confirm receipt of the Plan in their office and no review comments were provided. For Lot #2 of this subdivision the application and the on-lot sewage permit #Z149040 for the installation of an On-lot Sewage Disposal System was supplied by the SEO. This permit is for what is noted on the plan as 'backup sewage disposal area for Lot #2'. The previously installed unpermitted and in use system was said to have been inspected as a pre 1970 system by SEO Dan Page and found to be in working order. No permit was issued or other inspection paperwork was supplied. Mr. Shaffer will contact the SEO and request documentation of this inspection and the working order of the septic system.

Chairman Dan Kuruna arrived at 7:17 pm.

Mr. Shaffer provided a letter addressing items noted in a review, at the request of Penn Township, dated 8.2.2013 by Robert Bickhart of this same subdivision that had been previously submitted, 6.13.2013 and later denied on 1.6.2014. Mr. Shaffer's submission identified and addressed six comments from the Bickhart review. Each of the six items were discussed and were determined to have been resolved or will be presented to Supervisors at the March 4th, 2015 Supervisor Meeting as a condition(s) for approval.

After further discussion, on motion by Jim Geiswite, second by Derek Straub, acclamation, Planning Commission would recommend supervisor approval of the Jerry Hazelwood Final Subdivision Plan if the following conditions are met:

- 1. The Owner's Certification section of the Final Subdivision Plan is signed by the owner and sealed by a Notary.**
- 2. A letter is received from SEO Dan Page documenting the inspection and the current working order of the existing septic system on Lot #2 of proposed subdivision.**
- 3. A Shared Driveway and Maintenance Agreement signed by Frank Pupo, Hazelwood's and the owner's of Lot#2 upon conveyance.**

Planning commission minutes continued.....

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Dennis Bower provided to the planning commission a 'site plan' of his property located at 979 Route 522. Mr. Bower is proposing construction on his property and was questioned by zoning whether he may need to provide a land development plan prior to further development on his property. After review and discussion Mr. Bower will be contacted to ask if he will or will not add a roof to the proposed construction.

His options are as follows:

1. No Roof – on the structure, no land development plan required, structure would still need to meet all zoning codes, **AND** prior to approval for a zoning permit **ALL** impervious coverage shall be calculated and verified. Impervious may cover no more than 50% of parcel. Per the size of the parcel (2.86ac), not more than fifty (50) percent or 62,290.8 sqft. could be covered in impervious, per Section 408.9 of the Zoning Ordinance. Impervious includes as defined below. If there is currently more than 62,290.8 sqft, a zoning variance and possibly a land development plan would be required.

Impervious, per ordinance definition would include, a surface that has been covered with material or compacted so that in is resistant to infiltration by water, including paved streets, compacted stone, and sidewalks, graveled areas for vehicles and paved blocks.

Building Coverage, per ordinance definition, the portion of a lot covered by any and all buildings including accessory buildings.

Structure, per ordinance definition, any man-made object having an ascertainable stationary location on or in land or water, whether or not affixed to the land.

2. With Roof – the project would then fall under SDDL 105(C)2(a), because with a roof, per definition is now a building and it appears this would not meet the criteria to be exempt from Land Development.

New Business

- Commissioner Joe Kantz was present to (1) speak briefly about the Pawling Station Business Park and his efforts to try to locate a business there. (2) to discuss the planning department at the court house and the noted county will appoint Mech-Tech as the temporary firm who would review plans submitted to the county. (3) talked about the recent GSVCC Transportation Committee meeting and the topic of Route 522 and Salem/University Ave and the possibilities of a traffic light. Seems a traffic study is hard to get our hands on and maybe a Right to Know Request for this study should be prepared.
- Planning Commission contact Information was verified
- Ethics forms were provided

Old Business

- Attorney Bathgate suggested the Planning Commission set a goal to get the revisions completed on ordinances and submit to supervisors for review and adoption. First goal will be to get the zoning ordinance finished and all planning members will receive a hard copy of ordinance at the 3.23.2015, all current revisions will be included.

Adjournment

On motion by Jim Geiswite, second Ben Moyer, acclamation the 2.23.2015 Penn Township meeting was adjourned at 9:30 pm.