

**WASHINGTON TOWNSHIP PLANNING COMMISSION
REORGANIZATION MINUTES
JANUARY 9, 2020**

CALL TO ORDER

Carl Schaeffer called the reorganization meeting of the Planning Commission to order at 7:00 p.m. on Thursday, January 9, 2020, at the Washington Township Municipal Building.

TEMPORARY OFFICERS

TEMPORARY CHAIRPERSON

A motion was made by Elaine Pennington and seconded by Daniel Stauffer to appoint Carl Schaeffer as temporary Chairperson in order to receive nominations for the position of Chairperson of the Planning Commission for 2020. **No comments received.**

All ayes

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer appointing Susan Brown as temporary Secretary to record nominations for Chairperson and Vice-Chairperson of the Planning Commission. **No comments received.**

All ayes

NOMINATIONS FOR CHAIRPERSON

A motion was made by Daniel Stauffer and seconded by Frank Gehringer to nominate Elaine Pennington as Chairperson of the Planning Commission for 2020. **No comments received.**

All ayes

**ELAINE PENNINGTON DECLARED CHAIRPERSON OF THE
PLANNING COMMISSION FOR 2020.**

NOMINATIONS FOR VICE-CHAIRPERSON

A motion was made by Daniel Stauffer and seconded by Elaine Pennington nominating Carl Schaeffer for Vice-Chairperson. **No comments received.**

All ayes

**CARL SCHAEFFER IS DECLARED VICE-CHAIRPERSON OF THE
PLANNING COMMISSION FOR 2020.**

The meeting is now turned over to the newly elected Chairperson.

PLANNING COMMISSION RULES AND REGULATIONS

A motion was made by Carl Schaeffer and seconded by Frank Gehringer re-adopting the Washington Township Planning Commission Rules and Regulations. **No comments received.**

All ayes

MINUTES ARE OFFICIAL REPORT FROM THE PLANNING COMMISSION TO THE BOARD OF SUPERVISORS

A motion was made by Frank Gehringer and seconded by Ronnie Long re-affirming that the Planning Commission Minutes are the official report from the Planning Commission to the Board of Supervisors. **No comments received.**

All ayes

REGULAR MEETING NOW CONVENES

ROLL CALL

The following members were present: Elaine Pennington, Carl Schaeffer, Frank Gehringer, Ronnie Long, Daniel Stauffer, Secretary, Susan J. Brown; Joan London, Kozloff Stoudt, John Weber, LTL Consultants. There was one (1) public attendee.

Absent: Mark Bedle, Jennifer Cunningham

TAPING OF MEETING

The meeting was recorded as an aid in the preparation of the Minutes. It was noted no one other than the Planning Commission Secretary was taping the meeting this evening.

APPROVAL OF MINUTES OF DECEMBER 5, 2019

A motion was made by Frank Gehringer and seconded by Carl Schaeffer to approve the Minutes, as prepared for the December 5, 2019 meeting of the Planning Commission. **No comments received.**

All ayes

SPECIAL REQUEST

None

NEW SUBMITTAL

None

SUBDIVISION REVIEW

Margaret M. Stauffer Minor Plan – Submitted 9/25/19. Mr. John Aston was present this evening to discuss the Margaret M. Stauffer Minor Plan and explained the existing area of the house is 1.8 acres and the existing area of the other ground is 7.7 acres. It is their desire to make the house area 3 acres leaving about 6.5 acres. Mr. Aston stated there are concrete monuments proposed at the lot lines in the front of the property but are asking a waiver of having to set additional concrete monuments. A motion was made by Frank Gehringer and seconded by Ronnie Long recommending the waiver of two monuments in favor of pins. **No comments received.**

All ayes

A general comment on the LTL Review letter referenced a shed which is partially located on the adjoining lands and suggested the owner should consider relocating the shed to avoid potential future conflicts. Mr. Aston noted the owner has put an agreement on record with the County which states the shed may be maintained however if the shed is in disrepair or is removed it can never be put back in the same location. Engineer Weber stated the metes and bounds for the adjoining property should be added to the plan as requested by the Berks County Planning Commission.

A motion was made by Frank Gehringer and seconded by Carl Schaeffer recommending the Margaret M. Stauffer Minor Subdivision Plan subject to the 12/13/19 LTL Review Letter and the 12/20/19 Berks County Planning Commission Review Letter. **No comments received.**

All ayes

Daniel Stauffer – abstained

SUBDIVISION EXTENSIONS

A motion was made by Frank Gehringer and seconded by Carl Schaeffer recommending the approval of the following Subdivision Extension:

Rose A. Gross Minor Plan 2/19/2020 to 5/19/2020

No comments received.

All ayes

A motion was made by Frank Gehringer and seconded by Carl Schaeffer recommending the approval of the following Subdivision Extension:

Margaret M. Stauffer Minor Plan 12/25/19 to 3/24/19

No comments received.

All ayes

Daniel Stauffer - abstained

ADDITIONAL ITEMS

Mr. Stauffer talked about the proposed rental ordinance and stated there was an article in the Pottstown Mercury regarding a rental ordinance in Pottstown. Mr. Stauffer read some of the article titled “Pottstown suffers loss in court battle over rental inspections”. Ms. London explained one issue was the fact that they were not inspecting the property at the time of vacancy or change of tenant but rather periodically with the tenant still living at the property. Also, there were no clear parameters as to what the code official was looking for and anything that the code official saw that seemed to be evidence of some form of criminal activity could that be referred to the police. Ms. London stated that a well drafted ordinance will survive especially if the inspection is done during vacancy.

COMMUNICATIONS

- November 21, 2019 Board of Supervisors meeting minutes

ANNOUNCEMENTS

The next Planning Commission meeting is scheduled for February 6, 2020 at 7:00 p.m.

The next Board of Supervisors meeting is scheduled for January 23, 2020 at 7:00 p.m.

ADJOURNMENT

A motion was made by Carl Schaeffer and seconded by Frank Gehringer to adjourn the meeting at 7:37 p.m.

All ayes

Respectfully submitted,

Susan J. Brown
Planning Commission Secretary