

**WASHINGTON TOWNSHIP PLANNING COMMISSION
REORGANIZATION MINUTES
FEBRUARY 4, 2021**

CALL TO ORDER

Elaine Pennington called the reorganization meeting of the Planning Commission to order at 7:00 p.m. on Thursday, February 4, 2021, at the Washington Township Municipal Building.

TEMPORARY OFFICERS

TEMPORARY CHAIRPERSON

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer to appoint Elaine Pennington as temporary Chairperson in order to receive nominations for the position of Chairperson of the Planning Commission for 2021. **No comments received.**

All ayes

A motion was made by Elaine Pennington and seconded by Jennifer Cunningham 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 Elaine Pennington to nominate Carl Schaeffer as Chairperson of the Planning Commission for 2021. **No comments received.**

All ayes

**CARL SCHAEFFER DECLARED CHAIRPERSON OF THE
PLANNING COMMISSION FOR 2021.**

NOMINATIONS FOR VICE-CHAIRPERSON

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

All ayes

**ELAINE PENNINGTON IS DECLARED VICE-CHAIRPERSON OF
THE PLANNING COMMISSION FOR 2021.**

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

PLANNING COMMISSION RULES AND REGULATIONS

A motion was made by Elaine Pennington 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 Elaine Pennington and seconded by Frank Gehringer 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, Romnie Long, Daniel Stauffer (via Zoom), Jennifer Cunningham, Secretary, Susan J. Brown, Township Manager, Rich Sichler; Joan London (via Zoom), Kozloff Stoudt, John Weber, LTL Consultants. There were three (3) members of the public in attendance.

Absent: Mark Bedle

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

Jason Bailey

Edison Walk Residential Subdivision – submitted 11/17/20

- BCPC Review Letter – dated 12/30/20
- Systems Design Engineering Review Letter – dated 1/21/21
- LTL Consultants Review Letter – dated 1/28/21
- Eastern Berks Fire Dept. Review Letter – dated 12/14/20

Engineer Weber stated there are many issues to be worked out and will take some coordination to proceed. There are open space issues, improvements which the township would like to see as part of the plan, and some rearrangement of lots due to size restrictions. In addition, there are sewer capacity issues which will need to be worked out. Mr. Bailey stated they have started working on the zoning comments from LTL's review letter and are also working the Tom Unger regarding the sewer review letter. This plan is in the very early stages and will require a lot of work going forward. Mr. Stauffer expressed concerns regarding sewer capacity. Ms. London stated this is an issue that will be addressed and worked out as the process moves forward which is a standard part of the process.

Ms. Cunningham asked if the PennDOT issues need to be worked out before the commercial plan approval. Mr. Bailey stated they have provided enough right-of-way on the plan for the roundabout, PennDOT is not going to change their mind about the roundabout.

Mr. Weber stated the waivers for the commercial plan were granted by the Board of Supervisors in December and the two remaining items from the review letter have also been addressed. Mr. Weber stated he is comfortable with the status of the commercial plan and if the Planning Commission is amenable to moving that forward conditioned upon receipt of signed plans he would be comfortable with that. The Secretary stated the revised commercial plan did not meet the township submission requirement of three (3) weeks. Mr. Weber stated he looked at the revised plan this morning and sees no issue with moving it forward for final approval. Ms. London stated the timeline is to allow the Engineer time to review the plan. Mr. Bailey stated he did not see the three-week submission requirement and will be sure to submit at the appropriate time going forward.

A motion was made by Jennifer Cunningham and seconded by Frank Gehringer to recommend conditional final approval of the Edison Walk Commercial Minor Subdivision Plan subject to the submission of fully signed and executed plans. Mr. Stauffer abstained and the remaining members voted in the affirmative. **No comments received.**

SUBDIVISION EXTENSIONS

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

Rose A. Gross Minor Plan 02/14/2021 to 05/16/2021

No comments received.

All ayes

ADDITIONAL ITEMS

None

COMMUNICATIONS

- A copy of the Board of Supervisors meeting minutes from Dec. 22, 2020 and Jan. 4, 2021.

ANNOUNCEMENTS

The next Planning Commission meeting is scheduled for March 4, 2021 at 7:00 p.m.

The next Board of Supervisors meeting is scheduled for February 25, 2021 at 7:00 p.m.

ADJOURNMENT

A motion was made by Frank Gehringer and seconded by Elaine Pennington to adjourn the meeting at 7:33 p.m.

All ayes

Respectfully submitted,

Susan J. Brown
Planning Commission Secretary