

**WASHINGTON TOWNSHIP PLANNING COMMISSION
REORGANIZATION MINUTES
JANUARY 5, 2023**

CALL TO ORDER

Carl Schaeffer called the reorganization meeting of the Planning Commission to order at 7:00 p.m. on Thursday, January 5, 2023, at the Washington Township Municipal Building.

TEMPORARY OFFICERS

TEMPORARY CHAIRPERSON

A motion was made by Mark Bedle 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 2023.

All ayes

A motion was made by Daniel Stauffer and seconded by Mark Bedle appointing Richard Sichler as temporary Secretary to record nominations for Chairperson and Vice-Chairperson of the Planning Commission.

All ayes

NOMINATIONS FOR CHAIRPERSON

A motion was made by Daniel Stauffer and seconded by Mark Bedle to nominate Carl Schaeffer as Chairperson of the Planning Commission for 2023.

All ayes

**CARL SCHAEFFER DECLARED CHAIRPERSON OF THE
PLANNING COMMISSION FOR 2023.**

NOMINATIONS FOR VICE-CHAIRPERSON

A motion was made by Daniel Stauffer and seconded by Mark Bedle nominating Frank Gehringer for Vice-Chairperson.

All ayes

**FRANK GEHRINGER IS DECLARED VICE-CHAIRPERSON OF
THE PLANNING COMMISSION FOR 2023.**

The meeting was turned over to the newly elected Chairperson, Carl Schaeffer.

NOMINATIONS FOR SECRETARY

A motion was made by Daniel Stauffer seconded by Mark Bedle nominating Susan Brown as Planning Commission Secretary for 2023.

All ayes

PLANNING COMMISSION RULES AND REGULATIONS

A motion was made by Mark Bedle and seconded by Jennifer Cunningham re-adopting the Washington Township Planning Commission Rules and Regulations.

All ayes

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

A motion was made by Jennifer Cunningham and seconded by Mark Bedle re-affirming that the Planning Commission Minutes are the official report from the Planning Commission to the Board of Supervisors.

All ayes

REGULAR MEETING WAS CONVENED

ROLL CALL

The following members were present: Carl Schaeffer, Rommie Long, Daniel Stauffer, Russell Drabick, Jennifer Cunningham, Mark Bedle, Township Manager and Acting Secretary, Rich Sichler; Joan London, Kozloff Stoudt, John Weber, LTL Consultants. There were four (4) member of the public in attendance.

Absent: Frank Gehringer

TAPING OF MEETING

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

APPROVAL OF MINUTES OF DECEMBER 1, 2022 MEETING

A motion was made by Russ Drabick and seconded by Daniel Stauffer to approve the Minutes, as prepared from the December 1, 2022 meeting of the Planning Commission.

All ayes

SPECIAL REQUEST

None

PUBLIC COMMENT

None

NEW SUBMITTAL

Eddinger Propane Land Development Plan – Submitted 11/29/22. First review of this plan will be at the March 2, 2023 meeting.

A motion was made by Daniel Stauffer, seconded by Mark Bedle to accept the Eddinger Propane Land Development Plan for review.

All ayes

SUBDIVISION REVIEW

Stauffer Road Minor Subdivision-submitted 10/13/22. Present this evening is Josh Castillo from Wilkinson & Associates. Mr. Castillo indicated there are additional discussion needed on the stormwater issues. Mr. Weber stated there are some clean-up items needed, notes on the plan, etc. Mr. Weber stated the Ordinance requires road widening, curb and sidewalk along the frontage of the property. Mr. Castillo stated it would be a waiver request. Mr. Weber explained this property abuts the property entrance to the proposed Edison Walk subdivision and there will be curb and sidewalk directly adjacent to the property to the west. Mr. Castillo said they will take a look at that and if it does make sense a waiver request would not be necessary however in the existing condition a waiver would be requested. Mr. Stauffer asked if sewer capacity is available for the four proposed units. General Review comment #3 in the SDE review letter dated 12/22/22 states sewage treatment capacity is not available in accordance with the Chapter 94 Report, 5-year projection. The four (4) EDU's are not reserved until actually purchased from the Township.

Schwenkfelder Road Minor Plan-submitted 12/13/22. Mr. Weber explained there was some confusion with respect to two different revised plan submittals however the second submitted plan had few changes from the previously submitted plan.

A motion was made by Jennifer Cunningham and seconded by Mark Bedle recommending granting waiver request SALDO Section 107-18.A(3)(a) to allow the Plan to be processed as a Minor Plan.

All ayes

A motion was made by Daniel Stauffer and seconded Mark Bedle by to recommend granting SALDO Section 107-18.B(3)(c)[2][b] from the requirement to show building setback lines on the Plan.

All ayes

A motion was made by Mark Bedle , seconded by Jennifer Cunningham to recommend granting SALDO Section 107-73.A(1) waiver request from providing street trees provided along Schwenkfelder and Kutztown Road property frontage however future development would require street trees at that time.

All ayes

Motion made by Mark Bedle, seconded by Russ Drabick recommending approve of the request for Planning Waiver and Non-Building Declaration for Sewage Facilities.

All ayes

Motion made by Mark Bedle and seconded by Russ Drabick recommending Preliminary/Final Plan approval conditioned upon the comments of LTL Review letter dated December 22, 2022.

All ayes

Kutztown Road Minor Plan-submitted 12/13/22. The Plan showing the easements was submitted to the Township one day prior to this meeting which did not allow the Planning Commission to review the Plan. Steve Shanahan representative for Mr. Keating stated they understood rather late that the Plan came through without the easements shown and made the correction to the Plan and got the Plan to John in an effort to comply and is asking the Planning Commission for consideration.

A motion was made by Mark Bedle and seconded Jennifer Cunningham to recommend granting SALDO Section 107-18.B(3)(c)[2][b] from the requirement to show building setback lines on the Plan.

All ayes

A motion was made by Mark Bedle, seconded by Russ Drabick to recommend granting SALDO Section 107-73.A(1) waiver request from providing street trees provided along Schwenkfelder Road property frontage.

All ayes

Motion made by Daniel Stauffer, seconded by Mark Bedle recommending approve of the request for Planning Waiver and Non-Building Declaration for Sewage Facilities.

All ayes

Motion made by Mark Bedle and seconded by Jennifer Cunningham recommending Preliminary/Final Plan approval conditioned upon the comments of LTL Review letter dated December 22, 2022 based upon review of the Plan dated 12/19/22 and waiver request letter dated 12/5/22.

All ayes

SUBDIVISION EXTENSIONS

A motion was made by Mark Bedle and seconded by Russ Drabick recommending the approval of the following Subdivision Extension:

Stauffer Road Minor Plan 02/01/2023 to 05/02/2023

All ayes

ADDITIONAL ITEMS

COMMUNICATIONS

- A copy of the Board of Supervisors meeting minutes from November 17, 2022.

ANNOUNCEMENTS

The next Board of Supervisors meeting is scheduled for January 26, 2023 at 7:00 p.m.

NEXT MEETING

The next Planning Commission meeting is scheduled for February 2, 2023 at 7:00 p.m.

ADJOURNMENT

A motion was made by Jennifer Cunningham and seconded by Mark Bedle to adjourn the meeting at 7:50 p.m.

All ayes

Respectfully submitted,

Richard J. Sichler
Acting Planning Commission Secretary