

1. **CALL TO ORDER**

Chair Mark Stevenson called the meeting to order at 7:03 p.m. Other Supervisors present were Barbara Spencer, Ben Pisoni and Todd Kirsten. Staff present was Susan Steele, Township Manager; Amy Smith, Township Clerk; Kathleen Yurchak, Township Solicitor; David Piper, Zoning Officer; D.J. Liggett, CRPA; Eric Vorwald, CPRA. Residents & others in attendance: Cynthia Hahn, C-NET; Don & Toni Houtz and Bill Donley.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

3. **CITIZEN COMMENTS**

Mr. Houtz commented that the Planning Commission had reviewed dog kennel language and made recommendation that dog kennels were allowed in the Agriculture District. Mr. Houtz questioned whether a land development plan was needed if having a dog kennel in the Agriculture District. Ms. Yurchak stated that many times Ordinances are changed because an issue arises and the Planning Commission was charged with looking at the Ordinance to see where the best place is to put kennels. Ms. Yurchak stated the Planning Commission may recommend that it is an agricultural use so if that happens and it is placed into effect than a land development plan would not be needed. Mr. Houtz provided the last two building and zoning permits for the kennels which states that this facility is not a commercial use. Mr. Houtz also provided a petition from the adjoining property owners which states for safety reasons they would like to see a land development plan. Ms. Yurchak stated there are no requirements for doing a land development plan for a kennel. There was discussion whether a business could change use. Mr. Piper commented that it could change use because right now there is no clear definition or location for dog kennels and that is what the Planning Commission will have to discuss. Ms. Spencer stated the Planning Commission will be fixing this issue along with other issues.

4. **MINUTES**

- ***MOTION: Mr. Kirsten moved to approve the minutes dated April 25<sup>th</sup>, 2013; Ms. Spencer seconded; Vote 4-0-0; Motion Carried.***

5. **TREASURER'S REPORT**

- ***MOTION: Ms. Spencer moved to approve the Treasurer's Report dated May 9<sup>th</sup>, 2013; Mr. Kirsten seconded; Vote 4-0-0; Motion Carried.***

6. **BILLS LIST**

- ***MOTION: Mr. Pisoni moved to approve the Bills List dated May 9<sup>th</sup>, 2013; Ms. Spencer seconded; Vote 3-0-1; Messrs. Pisoni, yea; Stevenson, yea; Ms. Spencer, yea; No Nays; Mr. Kirsten abstaining due to PSATS Conference payment; Motion Carried.***

7. **ANNUAL CNET REPORT BY CYNTHIA HAHN**

Ms. Hahn provided a memo highlighting notable 2012 items for Halfmoon Township. Ms. Hahn stated there was a 7% increase over 2011 in programs produced. Ms. Hahn commented that they adopted a new franchise agreement with Windstream Cable Company and College Township and Ferguson Township. The State College Borough has renewed the Franchise Agreement with C-NET and Windstream. Ms. Hahn stated C-NET will be celebrating its 25<sup>th</sup> anniversary this summer. Ms. Hahn discussed the improvements C-NET plan to take in the year ahead. Ms. Hahn stated there were 28 sponsored programs and 32 bulletin board messages done in 2012.

8. **REVIEW OF TOWNSHIP SOLICITOR'S DRAFT OF SHARED DRIVEWAY/PRIVATE ROADS DRAFT ORDINANCE AND APPROVE TO ADVERTISE ORDINANCE FOR PUBLIC HEARING ON 5/23/13**

Ms. Steele provided a memo along with the draft language regarding shared driveway/private roads prepared by the Township Solicitor. Ms. Steele explained that these revisions modify the Driveway Ordinance, Rural Preservation Ordinance and shared driveways and private roads.

The Planning Commission recommendations for shared driveways include the following which was approved by the Supervisors at their February 14, 2013 meeting, and from which the supervisors instructed the Township

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Secretary

Solicitor to draft a revised ordinance: The Township Solicitor presented her draft at the May 9, 2013 meeting for supervisor approval so the matter could be set for public hearing.

The draft consisted of allowing shared driveways in all districts, maximum number of lots that can be served is two, cart-way width of 10 foot minimum-15 foot maximum, no required right of way, no construction standards, waiver permitted, maintenance agreement required, addressing, permit required and must be approved by Township Engineer, Zoning Officer and Roadmaster.

For private roads to include the following: allowed in all districts, maximum number of lots it can serve is four, cart-way width of 12 feet with 2 feet shoulders on each side, right of way of 50', construction standards – 2A coarse aggregate with minimum of 6 inch depth, maintenance agreement required, waiver permitted, addressing, signage required and must be approved by Township Engineer, Zoning Office and Roadmaster.

Mr. Kirsten stated he still had concerns about the changes the supervisors discussed and approved previously as he mentioned at the February 14, 2013, meeting. He could discuss those now or at the public hearing.

Mr. Pisoni said that if he waited until the public hearing and they were substantial changes, then the matter would need to be republished and a new public hearing held. Ms. Yurchak concurred.

Mr. Kirsten then stated his objection to the drafted ordinance with the shared driveway maximum being two lots. He believed the maximum number that should be allowed on shared driveways should be raised to four in all districts, the same maximum the Planning Commission and staff are recommending as a maximum for private roads. He stated then the developer could decide if they want to go with a private road or shared driveway.

Ms. Steele mentioned staff's and the Planning Commission's concerns that it would not be possible to take a shared driveway up to public road standards at a later date if at some point an additional lot was added. Mr. Kirsten stated in response that the developer should know the maximum number of lots he will ultimately develop ahead of time and build accordingly.

Mr. Stevenson suggested maybe changing the maximum number from 2 to 3 on a shared driveway and then keeping the maximum number of four for a private road.

Mr. Pisoni stated he still concurred with the Planning Commission and staff's recommendation the supervisors approved at the February 14, 2013, meeting of two being the maximum number on shared driveways and four the maximum number allowed on private streets within the Township.

Ms. Spencer stated she felt both private roads and shared driveways needed to be named.

Mr. Stevenson and Mr. Kirsten noted that Mr. Merritt was not there and they wished to table this matter once again until a full Board was present.

Ms. Steele mentioned that the Planning Commission had worked on this matter for over two years and had presented to the supervisors their recommendations on different occasions and had done much research. The supervisors thanked the Planning Commission for their work.

Mr. Stevenson also requested staff work on a campaign to help landowners properly address their private/shared roads/driveways and where to purchase the reflective signs. Ms. Steele mentioned this had been placed on the website some time ago and is still there.

Ms. Steele also wanted for clarification the open topics on Ms. Yurchak's draft that were still under discussion:

Options for Lot Maximums:

- 2 for shared driveway, 4 for private roads – Planning Commission and staff recommendation
- 3 for shared driveway, 4 for private roads-Mr. Stevenson's recommendation
- 4 for shared driveway, 4 for private roads, developer's option-Mr. Kirsten's recommendation

Naming of both shared driveways and private roads—Ms. Spencer's recommendation

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Secretary

Mr. Kirsten's mentioned that within Ms. Yurchak's draft the Board should be spelled out as Board of Supervisors or called Board consistently throughout.

The Supervisors felt outside these matters there was a consensus on Ms. Yurchak's draft and their previous directives.

- **MOTION: Mr. Kirsten moved to table this agenda item until 5/23/2013; Mr. Pisoni seconded; Vote 4-0-0; Motion Carried.**

**9. PRESENTATION OF DEP PROPOSED REGULATIONS REGARDING ONLOT AND COLDS SYSTEMS BY D.J. LIGGETT, LOCAL PLANNER AND CRPA**

There was a presentation provided by Ms. Liggett and Mr. Vorwald regarding the proposed regulations regarding On lot and Colds systems proposed by DEP. Ms. Liggett explained this is due to the nitrates that naturally occur with septic systems although this makes up 12% of pollutants. Ms. Liggett discussed the goals and impact to the Centre Region. Ms. Liggett explained that because the Centre Region has an Act 537 plan, comprehensive plan, riparian buffer ordinance, sewage management program and primary and secondary absorption areas in place this will help with the scoring. If a property scores less than 45 points then local DEP has the discretion whether to look at the sewage planning module. Mr. Vorwald reviewed examples of subdivision with the Board. Mr. Vorwald discussed Denitrification Systems and Permeable Reactive Barriers. Mr. Vorwald discussed the potential impact to the Centre Region with these regulations. Mr. Stevenson asked staff to forward to the supervisors the COG Public Services letter to DEP on the proposed new regulations.

**10. REVIEW OF FY 2013-2014 PROPOSED CATA BUDGET AND PREPARE COMMENTS FOR CENTRE REGION COG EXECUTIVE DIRECTOR**

Ms. Steele provided a memo that reviewed the history of CATA in Halfmoon Township. Ms. Steele explained the ridership numbers have dropped to six per day and four individuals using the Centre Ride program. Staff recommends approving a 3% operating expense increase instead of the 5.81% that CATA is requesting. CATA will continue to carry its weekly service for the township from June 1, 2013 to May 30, 2014. Ms. Steele stated beginning in July through December, 2013, staff will continue to put in updates that the Township will continue to fund the CATA service but since the ridership numbers have dropped are considering reassessing its continued support. Staff suggests that a number of 15 for ridership to continue services as well as advertising this benchmark on the Township's website and updates. The Board agreed to a 3% increase and requested staff work on a marketing plan and place notices on the website and updates as staff had suggested.

**11. REVIEW OF CENTRE REGION COG DRI AD HOC COMMENT RECOMMENDATIONS AND PREPARE COMMENTS FOR CENTRE REGION EXECUTIVE DIRECTOR**

Ms. Steele provided a memo from Mr. May, Centre Region Planning Director, providing a list of amendments that they would like comment from the municipalities. Ms. Steele suggested each Board member review this list and provide comments back to her by next Friday and she will compile them to review at the next meeting.

**12. MANAGER'S REPORT**

Ms. Steele provided and reviewed her manager's report. She stated the most important thing she needed to discuss with the Supervisors was the Planning Commission's recommendation regarding the supervisors' request that the Planning Commission stop their present work to review the definition for kennel as it exists in the Township's present Code, make recommended changes, and the addition of a kennel as a permitted use in the AG District. Ms. Steele stated that the Planning Commission understands there is much work to do on the AG District but due to time constraints as well as contrary law which is causing citizen concern within the Township, the Planning Commission is now recommending only the kennel definition and permitted use of kennels in the AG district be dealt with immediately and codified. Then, as part of their further review of all districts, including AG, the Planning Commission will go into more detail as to other recommended changes within the AG District. The supervisors agreed with the Planning Commission's recommendations and asked staff and the Township Solicitor to draft the minor changes as the Planning Commission had recommended for their approval at the May 23, 2013 meeting.

**13. SUPERVISORS' REPORT**

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Secretary

Ms. Spencer stated she attended the UBEH COG and they had discussion on whether the pay the FCC directly or continue making payments through the UBEH COG PLIGT account. Ms. Spencer stated they agreed that each municipality had to have their payments ready by the 15<sup>th</sup> of the quarter due and directly mailed to PLIGT.

Mr. Kirsten stated the Tennis Court was open and encouraged residents to use the facility.

Mr. Stevenson commented that there are two lacrosse goals at Autumn Meadow Park and encouraged use of those.

Ms. Spencer reminded residents of Riff Raff days and Community yard sale on Friday, May 17<sup>th</sup> and Saturday, May 18<sup>th</sup>, 2013.

**14. ADJOURNMENT**

There being no further business before the board, the meeting was adjourned at 9:40 p.m.

- ***MOTION: Mr. Kirsten moved to adjourn the meeting at 9:40 p.m.; Ms. Spencer seconded; Vote 4-0-0; Motion Carried.***