

**Halfmoon Township  
PLANNING COMMISSION  
Meeting Agenda**

**February 2, 2016 - 7:00 pm  
Halfmoon Township Municipal Building, 100 Municipal Lane**

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**1. CALL TO ORDER**

Ms. Gartner will call the meeting to order.

**2. CITIZEN COMMENTS**

Members of the public are invited to comment on any items not already on the agenda. Please defer comments relating to specific items on the agenda until the item is called by the Chair.

**3. APPROVAL OF MINUTES**

The minutes from the January 19, 2016 and January 5, 2016 Planning Commission meetings – see the Planning Commissioners' web page.

**Action:** Motion to approve the minutes of the Planning Commission's January 19 and January 5, 2016 meeting minutes as noted.

**4. MINOR SUBDIVISION – LANDS OF PATRICIA L. BURNS AND DIANE M. TRULLINGER**

This is a request for the Planning Commission to review and consider making a recommendation to the Board of Supervisors regarding a minor subdivision of lands of Patricia L. Burns and Diane M. Trullinger (3627 Halfmoon Valley Road).

**Action:** The Planning Commission should consider a motion to recommend approval of the minor subdivision.

**Attachments:** See Planning Commission's web page.

**Next steps:** Forward to the Board of Supervisors for approval, if so recommended by the Planning Commission. If not forwarded, make corrections and reschedule for action at a future Planning Commission meeting.

**5. DISCUSSION OF NON-CONFORMING USES**

At the meeting on January 19, 2016 the Planning Commission briefly discussed how changes to the zoning ordinance could affect existing land uses in the Township. Mr. Jeff Stover, Township Solicitor will review the nature of non-conformities and how existing uses can operate in the Township after amendments have been made the underlying zoning.

**Action:** This item is for information and discussion only.

**Attachments:** None

**Next steps:** None

**6. CONTINUE DISCUSSION OF ANNUAL REPORT AND CONSIDER ACTION TO FORWARD TO THE BOARD OF SUPERVISORS**

At the meeting on January 5, 2016 Ms. Gartner indicated she would take the lead on preparing an initial draft of the Planning Commission Annual Report for 2015. The Planning Commission provided feedback at their meeting on January 19, 2016. The Municipalities

Planning Code requires that an annual report be provided to the governing body of the municipality.

**Action:** The Planning Commission should review the Annual Report, suggest any corrections and consider a motion to provide the Annual Report to the Board of Supervisors at a future meeting.

**Attachments:** See Planning Commissioner's web page for the Annual Report

**Next steps:** Schedule a brief presentation of the Annual Report for a future Board of Supervisors meeting.

7. **CONTINUE REVIEW OF PROPOSED COMMERCIAL AND INDUSTRIAL ZONING DISTRICT CHANGES**

The next steps in the Future Land Use map implementation process involves a review and possible revisions to the existing Commercial and Industrial zoning districts. Copies of the current ordinances have been posted to the Planning Commission's web page under Commercial and Industrial folders, respectively.

In addition, the Planning Commission has been compiling a list of "housekeeping" items that were identified during the 2014 and 2015 zoning discussions. A copy of these items has been posted to the Planning Commission's webpage under the "Housekeeping" folder.

**Action:** The Planning Commission should review the intent statement for the Commercial District and Industrial District and consider making a motion to approve both statements. The Planning Commission should also review the amount of allowable impervious area in each district and consider a recommendation for both districts.

**Attachments:** Commercial and Industrial Zoning Districts and Housekeeping items – see Planning Commission's web page  
Impervious area estimates - see Planning Commission's webpage

**Next steps:** CRPA staff will make any proposed revisions and the Planning Commission should continue discussion at the February 16, 2016 meeting.

8. **OUTLINE OF LISTENING SESSION DOCUMENT**

This is a request for the Planning Commission to briefly review, and provide any comments on a rough outline for the Listening Session Document requested by the Board of Supervisors.

**Action:** This item is for initial review and discussion only.

**Attachments:** See Planning Commissioner's web page for an outline of the Listening Session Document

**Next steps:** The CRPA will make any corrections, and the Planning Commission should continue to review the outline at the February 16, 2016 meeting

9. **REPORTS**

- a. Board of Supervisors Update – **meeting of January 28, 2016**
- b. Zoning Officer's Report
- c. CRPC Update – **next meeting is February 4, 2016**
- d. Open Space Board Update

**10. MATTER OF RECORD**

- A. The next meeting of the Planning Commission will be held on January February 16, 2016. Agenda items will include potential action forwarding the Revised Official Map to the Board of Supervisors, continued discussion of the Commercial and Industrial Zoning Districts, discussion of the Draft Listening Session Document.

**11. ADJOURNMENT**