



HALFMOON TOWNSHIP PLANNING COMMISSION
MEETING MINUTES ◦ TUESDAY – July 2, 2019 ◦ 7:00 P.M.
100 Municipal Lane, Port Matilda, PA 16870

In attendance: Lorin Nauman, Andrew Meehan, Jeff Martin, Regina Villarreal

Others attending: Jim May (CRPA), Susan Steele (Halfmoon Manager), Chad Stafford (Penn Terra), Mr. Ahnert (Autumn Circle subdivision landowner), Mrs. Stine (citizen), Mr. Johnson (citizen), Mr. Walker (realtor)

Call to order

7:01pm Lorin Nauman called the meeting to order.

Action Items

Approval of Minutes

Motion: Mr. Meehan moved to approve minutes of the June 4, 2019 meeting as is. Motion was seconded by Mr. Martin and the minutes were approved as is.

Preliminary/Final Review Autumn Circle Subdivision

Mr. Chad Stafford from Penn Terra Engineering, Inc. presented the latest plan for the Autumn Circle subdivision located near the intersection of Smith Road and Autumn Circle. The subdivision will consist of 5 lots, from 1.1 acres to 3.6 acres for a total of 10.7 acres. Also included in the map is a private parcel referred to as the "Hammond property." Plan shows the abandonment of the existing easement/right-of-way across the property to the Hammond property and creating of access through a shared driveway.

- Lots 1, 4, and 5 will have individual driveways to Autumn Circle.
- Lot 2 and the Hammond property will have a shared driveway to Autumn Circle.
- Lot 3 will have a driveway to Smith Rd.

Mrs. Stine is concerned about the driveway for lot #3 which is on the old right-of-way to the Hammond property. The Stines and the Richies (neighbor) have their driveways on the right-of-way. Mrs. Stine stated that when the lots were originally purchased 25 years ago, they were part of the Cramer Estate subdivision along Smith Rd. and it was written in the plans that these 2 properties had to use the right-of-way as their entrance to Smith Rd. She is concerned about the number of houses on this right-of-way and losing access (especially with the laying of a waterline). Must be able to get in and out at all times.

Question about Fire suppression: water source would be Halfmoon Water Company and there would be a hydrant along Autumn Circle. Concern that the hydrant is within 1000 ft. of each property.

Concern: three lots using the right-of-way would make it a private road and not a shared driveway. If the Richies and the Stines are using the right-of-way as access to their property, then lot #3 would be denied

a driveway by Zoning Officer, since the maximum number of lots on a driveway is 2. This is the only real concern of the Planning Commission.

The Planning Commission needs to review the history of the property and the “old” subdivision that the Stines and Richies are part of.

Action: This topic is not ready for the Board of Supervisors to review. Mr. May suggests to table this and bring back at the next Planning Commission meeting (July 16).

Motion: Mr. Nauman motions to continue this discussion at the next meeting and Mrs. Villarreal seconds. Mrs. Stine will look for original paperwork on the Cramer estate. Mr. Stafford will bring back documentation. If passed at the next Planning Commission meeting, the proposed plan would be at the July 24th Board of Supervisors meeting.

Discussion Items

Continued Discussion – Proposed Amendment to the Village Zoning District (VZD) Map

Mixed Use Structure: a building or structure with a variety of complementary and integrated uses, such as but not limited to residential, office, retail, public or entertainment (current definition in the Village Zoning District)

Criteria and Standards for the Village Zoning District: Permitted Uses

Residential (uses R1 standards):

Single family detached dwelling, single family attached (townhome), two-family dwellings (duplex) and/or multifamily (apartment), and Bed-and-Breakfast establishments.

Commercial (uses C1 standards):

Churches, Retail establishments, Studios/galleries, personal service shops/businesses/professional offices, clubs/lodges, family/group day care, Mixed use structures, and parks

Comments:

1. Combine customary accessory uses including home occupations with Residential
2. Combine accessory uses with Commercial
3. Remove residential wind turbines because it is a separate ordinance
4. Footnote for commercial uses: side and rear yard are landscaped (10 ft.) as well as front yard (15 ft.)
5. Should we eliminate maximum impervious coverage (parking)?
6. Mr. May will modify and add to narrative

Township Code Chapter 166 – Parkland Dedication

Board of Supervisors want the Planning Commission and Mr. May to look at the code.

Concern: Township does not want small lots for parks everywhere because the township must maintain them, but the Township does want open land.

Mr. Nauman noted: RPD (Rural Preservation District) must provide 50% of land for Open Space. What is the Open Space used for? What about Parkland? Is this Parkland separate from Open Space (double dipping)?

Possible solution: Fee in lieu. This is a better choice than creating many small lots/parks. Mr. May suggests simplifying the Parkland Dedication to “fee in lieu” as the Township wants large parks and the fee would bring in the money to purchase large tracts of land. Ms. Steele agrees.

Current fee is 3% of \$50,000/acre. The Planning Commission proposes to change to “Fee based on the Board of Supervisors yearly resolution”. This allows the fee to be updated yearly.

When do you collect fee?

1. When lot is sold
2. When building permit is applied for
3. When subdivision approved (Developer pays)

Ms. Steele proposes #3 ... when subdivision is sold because it is the simplest way for the Township (no need to keep track of when a lot is sold or developed)

Ms. Steele proposes the removal of all the details of the Parkland dedication and make it “fee in lieu”. Add statement that Board of Supervisors will establish fee (cost/lot) each year. This makes it easier for Township staff. Once modified, this will be added to SALDO.

Action: bring back next meeting with modifications. Add fee in lieu to SALDO and repeal Parkland Dedication Chapter 166 as a standalone document.

Reports

Centre Regional Planning Commission (Mr. Meehan). Next meeting is July 11.

Halfmoon Township Open Space Board (Mr. Nauman). No meeting. Waiting on Solicitor.

Board of Supervisors/Managers report (Ms. Steele).

4. Approved the Home Occupancy ordinance. Ms. Steele put together a permit package and has asked existing business to fill out permit.
5. Parks and Rec Board repealed since there was only 1 member.
6. Board of Supervisors came up with a process for handling Private vs. Public roads. 51% of the homeowners on the private road must agree to either do research and development or pay to have the township do this (homeowners foot entire bill to bring the road up to public road standards).
7. Manager Search – ad has been placed. Committee will consist of citizens as well as other township managers and an HR representative.
8. Autumn Meadow Park will close on July 8 and construction begins on July 15.
9. August 10 is Community Build Day

Centre Regional Planning Agency Report (Mr. May). The new planner is Corey Rilk (he has a background in water). There are a lot of people moving around / leaving.

Adjourn 9:01pm by Mr. Nauman, Mr. Meehan motioned to approve, Mr. Martin seconded.