



**HALFMOON TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES ◦ TUESDAY – October 15, 2019 ◦ 7:00 P.M.**  
*100 Municipal Lane, Port Matilda, PA 16870*

**In attendance:** Lorin Nauman, Andrew Meehan, Jeff Martin, Mark Paget, Joe Soloski

**Others attending:** Corey Rilk (CRPA), Susan Steele (Township Manager)

## Call to order

7:05 pm Lorin Nauman called the meeting to order.

## Action Items

### **Approval of Minutes**

Motion: Mr. Paget motions to approve the minutes of the October 1<sup>st</sup> meeting. Motion was seconded by Mr. Nauman. Minutes approved.

### **Continued Item – Proposed Amendment to the Village Zoning District (VZD)**

#### **Zoning Map**

VZD has been updated by the township staff. Planning Commission should review edits within the redline document and supply comments.

Ms. Steele stated that the document no longer uses charts and photos, just narrative. It looks at the lot level (minimum 1 acre lot) and no longer contains landscaping requirements.

#### **255-31 District Regulations (permitted uses)**

Retail establishments, studios/galleries/performing arts, and mixed use structures all require direct access to State Route 550.

- Mr. Nauman commented that it sounds too restrictive. Ms. Steele added that the Township does not want businesses within housing areas.

- Mr. Nauman asked: "What if a loop road is added?" Ms. Steele commented that there would need to be a master plan for development and SALDO would take over.

#### **255-32 Density and required open space; bulk, area and height requirements**

criteria and standards for VZD: minimum lot size is 1 acre, minimum width is 125 ft, maximum building coverage is 25%, maximum impervious coverage varies, yard setbacks (front, side, rear), maximum building height is 30 feet.

#### **255-33 Parking**

Parking requirements: off-street parking will be permitted only in side or rear yard areas

- Mr. Nauman asked: "What about parking?" How does a customer get to side or back parking? Ms. Steele commented that State Route 550 is the "Commercial boulevard."

- Sidewalks and bike paths are addressed in SALDO.

## Discussion Items

### **1. Continued discussion of the possible change in the number of Planning Commission Members**

Township Manager suggested changing the number of Planning Commission members from seven (7) to five (5), with two (2) alternates.

- Ms. Steele stated that Mr. Sam Buckley's term is up in December 2019 which drops the number of members to six (6). Other members up for re-election are Andrew Meehan and Joe Soloski.

- Mr. Nauman suggested that the Planning Commission finish the 2019 year as is and discuss/decide at the reorganization meeting in January.

### **2. Continued discussion of the possible change in the number of monthly meetings**

Township Manager suggested changing the number of Planning Commission meetings from twice monthly to once a month.

- Mr. Nauman suggests putting this off until the January 2020 reorganization meeting.

### **3. Mr. Rilk asked if there is any training that commission members would be interested in.**

- Mr. Nauman suggested explanation of the full process for development (timelines, flow chart, roles of everyone involved). Planning Commission does not see plans until they have been reviewed by the Township staff as preliminary or conceptual plans (or pre-review). There is no approval of plans until they are officially "submitted."

## Reports

### **Centre Regional Planning Commission (Mr. Meehan)**

- CRPC had a joint meeting with TLU (Transportation Land Use).
- Pam Adams, Sustainability planner, is looking at climate changes in the environment

### **Halfmoon Township Open Space Board (Mr. Nauman)**

- No meeting. 3 properties reviewed and all passed.
- Ms. Steele stated there was a code change for permanent leases.

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

- Supervisors approved SALDO and this document is up for public hearing on November 21.
- Yearly Budgeting was completed on Monday evening.

### **Centre Regional Planning Agency (Mr. Rilk)**

- Bus Tour. The bus will leave the COG Building at 9 am on November 2 (Saturday). The bus tour will include Northland Center, Patton Crossing, and Downtown State College. Once the tour is complete lunch will be provided along with a discussion and comment period. Everything should be over by around 2pm.

Next meeting will be November 12, 2019.

Call for adjournment at 8:05 pm by Mr. Nauman, Mr. Meehan seconded.