



**HALFMOON TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES ◦ TUESDAY – January 21, 2020 ◦ 7:00 P.M.**  
*100 Municipal Lane, Port Matilda, PA 16870*

**In attendance:** Lorin Nauman, Jeff Martin, Joe Soloski, Regina Villarreal

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

## Call to order

7:12 pm Mr. Nauman called the meeting to order.

## Approval Items

### **Approval of Minutes from the January 7, 2020 Planning Commission (PC) meeting**

Motion: Mr. Soloski motions to approve the minutes of the previous meeting. Motion was seconded by Mr. Martin. Minutes approved.

## Discussion Items

### **1. Discussion of Plan Review Flow Chart**

PC members have requested a flow chart of the plan review process. Mr. Rilk put together a flow chart for PC members to review. Mr. Rilk briefly discussed the plan review process and the PC's role.

#### Flow chart

Application submitted → Is application complete? → if yes → Application goes to Planning Commission for review (make recommendations; approve or deny) → approved application goes to Board of Supervisors

What are the trigger points for different requirements?

1. Water - DEP has a few regulations; if subdivision proposed for has 1 large well and over 15 connections, then it must be a public water system.
2. Sewer/septic – anything over 2000 gallons/day must have a public septic.
3. Subdivision – Planning Commission would like to see a master plan for the entire property (not “phases” that each fall under the subdivision maximum numbers)

### **2. Year in Review Presentation**

Mr. Rilk presented a brief PowerPoint presentation outlining some of the major changes to the SALDO and Zoning Ordinances. Part of the presentation will focus on the goals for 2020.

1. Changes to SALDO: no (new) private roads (no private roads helps slow/stop growth) Issue is “who maintains these roads?”
2. Traffic Impact Study requirements

3. RPD Amendments (a) environmentally sensitive conservation (b) density-based methodology for determining the number of units allowed
4. Parkland fee-in-lieu update
5. Zoning ordinance updated, Board of Supervisors has yet to approve. \*VZD changes, including direct access to 550.
6. Planning Commission members change from 7 to 5
7. Autumn Meadow Park completed

#### What to focus on for 2020

- meet with Board of Supervisors
- What type of development to look at
- develop a yearly workplan
- Training: sewage and water supply (Scheduled for April)
- Clearwater Conservancy meeting with township (discussion on Riparian buffers ... a planning document)

### 3. Discussion of yearly PC workplan

Mr. Rilk asked the PC to discuss items of interest to incorporate into yearly workplan. A list of suggestions other municipalities within the Centre Region have used is discussed (viewed).

Example:

February - Look at SALDO (review requirements and changes)

March – review Open Space

April - Review Zoning.

## Reports

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

- No report

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

- Discussed the Joanne Fischer property. Recommending a 99 year lease. This is the first agreement with an interest in a “permanent plan”. The problem is the cost. The township would need to develop a payment plan (\$\$).
- Review of the Township rating system

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

- 2 new supervisors.
- Many discussions, but 2 main land use questions
  1. Sewer and septic inspections – want to pull out of the “Code” (Current code is a consistent standard for Centre region)
  2. Building inspectors – want to provide owners with a “choice”
- Training for the new supervisors
- Township manager position: interviewed 4 and chose 2 finalists. 1 backed out, 1 is left. She is from Carlisle, PA

- Ms. Steele's last days (10 years as township managers) : Highlights: no large sub-divisions since Trotter Farms, Increased Open Space, improvements to Autumn Meadow park.

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

- Task Report from UAJA coming soon on the controversial "Reuse" of water

Next meeting scheduled for February 4, 2020.

Call for adjournment at 8:20 pm by Mr. Nauman, Ms. Villarreal seconded.