



**HALFMOON TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES ◦ TUESDAY – October 6, 2020 ◦ 7:00 P.M.**  
*100 Municipal Lane, Port Matilda, PA 16870*

## ROLL CALL

**Members In attendance:** Chairman Lorin Nauman (in person), Ray Ceglar (in person), Andrew Meehan (video conference), Jeff Martin (video conference)

**Others attending (in person):** Corey Rilk (CRPA), Denise Gembusia (Township Manager), Elwood Seifert (landowner)

**Others attending (Video conference):** Kathy and Fred Henry (landowner), Mr. Bob Myers (Hawbaker Engineering)

\*Note – this will be a hybrid meeting (in person and video). Voting will be “Roll Call”. Meeting will be recorded.

## PLEDGE OF ALLEGIANCE

Those able stood and said Pledge of Allegiance.

## CHAIRMAN’S COMMENTS

No comments were offered.

## PUBLIC COMMENTS

No comments were offered.

## CALL TO ORDER

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

## APPROVAL OF MINUTES

**Motion:** Mr. Ceglar motioned to approve the September 15, 2020 Planning Commission (PC) Meeting minutes as presented. Motion was seconded by Mr. Martin and passed unanimously.

## BUSINESS

Review of Plans

**1. Amended Elwood Seifert Preliminary/Final Subdivision Plan**

- a. Sewage Planning Module – approved
- b. Amended Seifert Plan – Township staff reviewed and found no issues.

**Motion:** For Planning Commission to approve the Seifert Subdivision Plan and move Plan forward for the Board of Supervisors review.

Mr. Nauman motions to approve the plan, Mr. Meehan seconds. The plan was approved unanimously.

Comments –

- The Seifert Plan is on the Board of Supervisor’s agenda for October 8 meeting.
- Mr. Seifert – are there any outstanding issues? MS. Gembusia stated that township is still waiting for DEP approval.

**2. Allen and Heather Wilson Final Re-subdivision Plan**

Background: This plan is for a four (4) lot subdivision off Smith Rd and Susan Lane. Two lots will be accessed from Smith Rd. and two lots will be accessed from Susan Lane. One of the lots on Susan Lane will have a shared driveway.

- a. Sewage Planning Module – Township staff reviewed and found no issues. Paperwork has been signed and approved.
- b. Amended Wilson Plan – township staff comments:
  - Lot 108R3 and Lot 27R will need a shared driveway agreement
  - Waiver request for a 50 ft right of way (ROW) on Smith Rd., Township’s SALDO required 60 ft. right of way (this would mean an extra 5 ft on either side of the road)

Comments on shared driveway –

- Mr. Henry –Lot 27R will share existing driveway with 108R3. Currently working with lawyer to draw up the Shared Driveway agreement.

Comments on the waiver request -

- Mrs. Henry –waiver request will make the ROW consistent with the rest of Smith Rd (from 550 to Towhill Rd).
- Ms. Gembusia – the current Halfmoon SALDO states township roads have a 60 ft. ROW and waivers can be granted for “Hardships.” Is there hardship?
- Ms. Gembusia – The Hall development (also on Smith Rd) was granted a 50 ft ROW waiver in exchange for a Stormwater easement.
- Mr. Meehan – there is no hardship  
Mr. Nauman – pass on to Supervisors to determine (Ms. Gembusia reminded the PC that they must approve or disapprove the plan before it is sent to the Board of Supervisors)

**Motion:** Mr. Meehan motions to not recommend the approval of the requested 50 ft. Right of Way waiver (with no second, motion died)

**Motion:** Mr. Ceglar motions to recommend the approval of the requested 50 ft. Right of Way waiver, Mr. Martin seconds the motion. Vote: 3=yes and 1=no. Motion is approved and moves forward to the Board of Supervisors.

Comments on the Re-subdivision Plan -

- Township staff found no major issues with the plan.
- The updated plan map has an empty block for the Shared driveway Agreement information.
- Project narrative added to the Plan.
- Fire protection block added to the plan map. Ms. Gembusia stated she has an email from the Port Matilda Fire Chief on Fire equipment access. Only signatures are needed.
- Mr. Rilk and Ms. Gembusia stated all other items have been addressed

**Motion:** Mr. Ceglar moves to recommend the approval of the Wilson Re-Subdivision Plan subject to the driveway agreement between 108R3 and 27R. Mr. Nauman seconds the motion. The motion was approved unanimously.

Note: The Wilson Re-subdivision Plan is scheduled to be on the agenda for the October 22 Board of Supervisor' meeting. At the Board meeting, the Supervisors will act on the Wilson Plan in this order: waiver, Sewage Planning Module, Entire Plan.

Note: Mr. Nauman (Chairman) will provide Planning Commission notes to the Board of Supervisors on the Wilson Plan.

## Professional Development

### Review of the Township Parkland Fee in Liew Ordinance Chapter (166 E-Code)

Looking at how other townships handle fee-in-lieu parkland fee system.

Comments:

- Mr. Nauman – in the E-code 166 B, concerned with the statement “approved by the Parks Board” because the township has no Parks Board. Mr. Rilk commented that that wording has been removed from the code.
- Mr. Rilk - Fees
  - Halfmoon township current fee system is a formula: charge a per acre fee. \$50K/acre property value and fee is .05/acre of development
  - Other Townships have a stated fee: In Ferguson Township, the current fee system: charge is per person per dwelling fee. 2.54 per 1 dwelling unit and \$1224/person. The calculation (2.54 x 1225) equals the average cost per dwelling unit (\$3111.50).
- Mr. Nauman – When is it a fee-in-lieu and when is it park land?
  - Ms. Gembusia explained fee-in-lieu. We can't charge it, but it is an option for Developers instead of giving the Township park land (acreage). Fee-in-Lieu prevents the Township from having small park properties (1/4 or 1/2 acre in size) that the township must maintain.

- Ms. Gembusia – How do we provide park land for all residents and provide necessary maintenance? We want to look at ways to property fund parks (and currently, Fee-in-lieu option does not kick in until at least a 5-lot subdivision).
- Park land – It is up to the Township to develop and maintain a park (\$\$). Developers only provide the undeveloped land.
- Mr. Ceglar – Can we sell small pieces of donated park land to adjoining landowners to pay for park costs? (development and maintenance)
- Mr. Rilk – What would you like to see in the ordinance?
  - Provide Ingress/Egress and parking lot
  - Have this ordinance in place to protect the rural character of the township before the next development
- Mr. Rilk – Looking at a tiered approach (sliding scale) for fee-in-lieu.
  - 1-4 lots is standard fee
  - 5-10 lots is a higher fee
- Density and Residential vs. Non-residential
  - Mr. Meehan – what about an apartment complex which would have a higher density than a single-family dwelling? Would multi-family complexes have a fee based on density vs a general dwelling fee?
  - Mr. Nauman – What about a residential vs commercial/industrial approach with a different scale for each?
- Mr. Nauman – What property value would we use for fee-in-lieu?
  - Open land and developed land would have different appraisal prices. (both township and developer must pay for separate appraisals)
  - In the South Middletown Ordinance, the appraised value is 90% of the after-development value or \$1000/dwelling. Commercial/Industrial land is \$1000 per disturbed acre.
- Ms. Gembusia – Township cannot force a fee-in-lieu but can make it harder to give parkland.
  - Note: in large developments, 50% of the land is open space and cannot be developed.

**End thoughts:** using a sliding scale (number of lots) and purpose (residential vs. non-residential) to determine fee-in-lieu.

## STAFF REPORTS

Ms. Gembusia – Budget Meetings coming up on October 14 (first meeting)

## OPEN SPACE PRESERVATION BOARD LIASON REPORT

Mr. Nauman – Open Space meeting tomorrow (October 7). Properties will be rated for the purpose of permanent easements in the future. Inspections start on October 10, there will be 3 property inspections and on October 17, there will be more inspections. approved.

## CRPC BOARD LIASON REPORT

Mr. Meehan – meeting held last week, and discussion points include:

- Solar ordinance. This is a major topic item. What should the Region/townships have in place?

- Additional dwelling unit types – This is a Hot Topic as the region looks at affordable housing. Accessory dwelling unit refers to cottages and “in-law suites” located with existing dwelling unit. These units are an issue because they are not considered a separate dwelling (in terms of address, septic)
- Shift in the regional growth boundaries

## **BOARD OF SUPERVISORS LIASON REPORT**

Movie Night will be at the Municipal Park starting at 5pm (this weekend)

## **ADJOURNMENT**

Call for adjournment at 8:55 pm by Mr. Meehan. Motion was seconded by Mr. Martin and passed unanimously.

Next Planning Commission Meeting is scheduled for October 20, 2020