



HALFMOON TOWNSHIP PLANNING COMMISSION
MEETING MINUTES ° TUESDAY – March 16, 2021 ° 6:00 P.M.
100 Municipal Lane, Port Matilda, PA 16870

ROLL CALL

Members In attendance (all by video conference): Lorin Nauman, Andrew Meehan, Jeff Martin, Joe Soloski, Marty Mehring, and Ricky Bates

Others attending (by Video conference): Corey Rilk (CRPA), Denise Gembusia (Township Manager), George Stine (Future PC member), James Wasson (Hawbaker)

CALL TO ORDER

Chairman Nauman called the meeting to order at 6:00pm and those present cited the Pledge of Allegiance.

CHAIRMAN’S COMMENTS

PUBLIC COMMENTS

APPROVAL OF MINUTES

Motion Mr. Meehan motioned to approve the January 19, 2021 Planning Commission (PC) minutes. Motion was seconded by Mr. Martin and passed unanimously.

BUSINESS

1. Review of Plans

A. Hawbaker Final Minor Subdivision and Lot Addition Plan #2021-01 *(expires on May 28, 2021)*

Mr. Wasson discussed that the lot line adjustment plan will have 11.201 acres added to the existing 12.882 acres of Patrick Hawbaker’s property located on Hard Rock Lane.

Manager Gembusia stated that the submission is complete and that all staff comments have been addressed.

One new question has come in from the Port Matilda Fire Chief: Would the landowner be willing to add a cistern to the property? This would be for the existing dwelling structure for fire suppression as the stream is 3300 ft away from dwelling. This is not required but would reduce the “risk.” Would the owner be willing to address this?

Action: Chairman Nauman motioned to recommend approval of the plan to the Board of Supervisors. The motion was seconded by Mr. Meehan and passed unanimously. The plan will be on the March 25, 2021 Board of Supervisors agenda.

2. Professional Development

B. George Stine – possible Alternate Planning Commission member (*term would expire 12/31/2024*).

Mr. Stine's resume and letter of interest were reviewed by the Planning Commission members. He is a retired civil engineer who worked on residential, commercial, and civil projects and is familiar with all aspects of construction.

Action: Chairman Nauman motioned to recommend approval of Mr. Stine as an alternate Planning Commission member. The motion was seconded by Mr. Martin and passed unanimously. Mr. Stine's information will be sent to the Board of Supervisors with the Planning Commission's recommendation as an alternate Planning Commission member.

After further discussion, Mr. Stine stated he would like to become a full voting member of the Planning Commission instead of an alternate. Mr. Stine will need to submit a new letter to Manager Gembusia.

Action: Chairman Nauman then motioned to recommend approval of Mr. Stine as a full voting member of the Planning Commission. The motion was seconded by Mr. Martin and passed unanimously.

Manager Gembusia stated that Mr. Stine's application for the Planning Commission will be on the Board of Supervisors March 25th agenda.

The Planning Commission then had a discussion on the number of members and alternates in the current PC Ordinance. It states that the Planning Commission may be 5-7 members and up to 3 alternates. Currently there are 6 members, which means quorum is 4 members of the Board. If there are 7 members, the quorum will remain at 4 members.

C. Preliminary Discussion on Sketch Plan Submission (SALDO Revision to Chapter 215)

Manager Gembusia explained that the current SALDO has a section for a pre-application conference, but nothing listed as a sketch plan. It also has applied a stricter timeline for a plan submission's expiration date than is required by the Municipal Planning Code (MPC). Staff is looking at revising this section of the SALDO to provide for a sketch plan submission, which would be optional, but not considered a formal submission of a plan as outlined by the MPC. Any sketch plan review would not be legally binding but would help the developer in bring forth a formal plan submission with less comments, revisions, or other possible changes.

The Planning Commission reviewed the draft changes and will discuss the sketch plan changes further at an additional meeting when a more complete SALDO revision is offered by staff for review.

D. Official Map Initial Discussion

Mr. Rilk, Township Local Planner, presented a power-point regarding the Township's Official Map and the process for amending and adopting the Official Map. During the presentation Mr. Rilk stated that Official Map is an ordinance that a municipality can use to reserve private lands for future public use. Mr. Rilk stated that the Official Map should focus on public health and safety, convenience, connections to other public spaces (parks), and coordinate with community goals. It should not be looked at as a wish list or a form of eminent domain. In addition, the Official Map reserves important lands and gives

the municipality one year to work with property owners to acquire property. Per the MPC, the Official Map is a non-enforceable ordinance, however it can be used to reinforce the Township's Zoning and Subdivision and Land Use Ordinances.

REPORTS

1 Staff Reports

None.

2 Halfmoon Township Open Space Board

Chairman Nauman stated that the last meeting was held on March 10, 2021 and that the permanent easement rating system draft has been completed. At the next meeting, the Open Space Preservation Board will evaluate some of the existing properties using the draft rating system to determine if it is a good model for permanent easement evaluations.

3 Centre Regional Planning Commission (CRPC) Board

Vice Chairman Meehan reported that the CRPC discussed a tree preservation ordinance in Ferguson Township (for future developments), Halfmoon Township's Draft Parkland Dedication Ordinance, and possible rezoning of land off North Atherton from Industrial to Commercial in Patton Township near Otto's.

4 Board of Supervisors/Manager Report

Manager Gembusia stated that the Parkland Dedication Ordinance will be presented at the next Board of Supervisor's meeting as well as the Hawbaker plan. The Board will also be discussing the return to in-person meetings. Additional items up for discussion revolve around the Streetlight District Ordinance and the need to update the road frontages for the parcels within the district. The last update to the Ordinance or districts occurred in 1994. Manager Gembusia announced that the Township office is partially back to being open to the public, Monday through Friday from 9:30-11:30am and 1:30-3:30pm.

ADJOURNMENT

Mr. Meehan motioned to adjourn the meeting at 7:37pm. The motion was seconded by Mr. Martin and passed unanimously. The next Planning Commission Meeting is scheduled for April 20, 2021.

Respectfully submitted,

Mary Joan Wodecki
Recording Secretary