

**PINE GROVE TOWNSHIP PLANNING COMMISSION**

**175 OAK GROVE ROAD, PINE GROVE, PA 17963**

**July 10, 2018 MEETING MINUTES**



**CALL TO ORDER** – Chairman Frank Fox called the July 10, 2018 meeting to order with the Pledge of Allegiance at 7:00 PM. Attending were Planning Commission Members Frank Fox, John Stahl, Ray Stump, Craig Kramer, and Reynold Eiche. Also, in attendance were Planning Commission Secretary Cynthia Hummel, Township Engineer Ryan Fasnacht, Heath Machamer (HNT), Alexander Jay (Daubert’s surveyor), and Brian Daubert.

**PUBLIC COMMENT ON AGENDA ITEMS** – No public comment.

**MINUTES – June 6, 2018 Minutes** - Stahl motioned to approve the June 6, 2018 minutes, Stump seconded the motion; all were in favor and the motion carried 5 to 0.

**PERSONS TO BE HEARD** – No persons to be heard.

**OLD BUSINESS – Hummel, Marlin & Donna – Minor Subdivision Final Plan** – Fasnacht said we received DEP’s response for the sewer module and the plan is ready for approval. A motion was made by Stump to approve the Marlin & Donna Hummel – Minor Subdivision Final Plan to the Board of Supervisors for approval, Eiche seconded the motion, all were in favor; motion carried 5 to 0.

**The Villas of Pine View Phase 2– Major Subdivision Final Plan** – Fox said we received a three-month extension request for the Villas of Pine View Phase 2. Machamer explained the owner has had several developers look at the project and the residue land (12 acres) is being considered as part of the Floodplain Project. A motion was made by Stahl to approve the extension from July 11, 2018 to October 10, 2018 for the Villas of Pine View Phase 2- Final Plan, Kramer seconded the motion, all were in favor; motion carried 5 to 0.

**NEW BUSINESS – Bohler Minor Subdivision & Boundary Line Adjustment - Final Plan** – Machamer displayed the plan and explained the parcel borders of Sweet Arrow Lake; there is a 44’ easement to an existing 24 acres, and on a separate parcel is the existing farm house and out buildings. The Bohler’s are proposing to take the existing farm house parcel and annex land to create Lot #1 (10 acres), a residue tract, and access to the rear lot; there is no construction being proposed. Machamer said the Zoning Hearing Board variances were for frontage to Sweet Arrow Lake Road and setback for the existing structures.

Fasnacht read the comments on the review letter:

- §401.5 *Revise Plan Note #7 regarding further subdivision to comply with the note listed under this section for each annexation parcel. Machamer will correct.*
- §502.2.F *Provide sewage approval from PADEP. Hummel said the Planning Waiver & Non-Building Declaration was received and ready for the Planning Commission signatures.*
- §502.3.A *Provide Act 247 County approval. Fasnacht said we have not received.*
- §504.1.C *The Township may approve scales larger than 1”=50’. Fasnacht said the plan is legible and the Planning Commission may decide to accept.*
- §504.2.A(1) *Provide a plot with bearings/distances/area of the Daubert parcel(s) boundary in accordance with this section. Machamer agreed to provide.*
- §504.2 *Provide subdivider/record owner information for the Daubert tract(s) with complete UPI and deed information under Plan Notes 1 and 2. Update the UPI numbers Fasnacht said additional information is needed.*  
*The Zoning Hearing Decision indicates that Ms. Krista Klinger is the power of attorney for Ms. Bohler. Verify if she should be the equitable owner of the property. Fasnacht said Machamer needs to verify.*
- §504.2H(4) *Indicate locations of the existing well and sewage system on the plan.*
- §504.2.J(1) *Include tract acreages (SF/AC) of all impacted parcels. Verify the information under Plan Note #7 is accurate. Fasnacht mentioned to show acreage and the plan reference to annexations A, B, & C.*
- §504.2.J(12) *Clarify if annexation parcel A is already part of the parent tract. Revise Plan Note #3 to include annexation parcels B & C. Call out all annexation parcels on the Key Map. Fasnacht said the*

Schuylkill County Parcel Locator does not show a separate parcel number and to clarify the UPI's. Machamer said he will verify.

- §504.2.L *List the granted zoning variances and approval date on the plan. Provide residue Daubert tract property information on the Zoning Data chart.*
- §504.M *Provide signed, sealed and notarized Certificate of Ownership block...Fasnacht said property owners did not sign.*

A motion was made by Stahl to approve §502.2F for the Planning Commission Chairman to sign the Planning Waiver & Non-Building Declaration for the Bohler Minor Subdivision & Boundary Line Adjustment – Final Plan, Stump seconded the motion, all were in favor, motion carried 5 to 0. A motion was made by Stump and seconded by Eiche to approve the larger scale of §504.1.C, all were in favor, motion carried 5 to 0.

**Daubert Lot 10 Annexation Plan – Final Plan** – Alexander Jay displayed and explained the new plan. Jay said at last month's meeting they were proposing a subdivision for Lot #11. The plan before the Planning Commission tonight is an Annexation of the approved Lot #10 and Lot #11 to create one (1) three (3) acre lot. Jay said he is working on the E&S and Stormwater Plan. He contacted Jeremy Bentz (JB Environmental) about the sewer module and since it was an approved lot he would accept a sewage design. Fasnacht said the original approved Thomas Manor Subdivision with ten (10) lots had E&S Stormwater requirements; if everything is installed per the original plan and E & S Stormwater is not required. Fasnacht explained this is a basic annexation plan.

Fasnacht went over the comments on the review letter:

- §401.1.D *Provide a plot with bearings/distances of the residue parcel boundary; ... Fasnacht asked for Jay to define Lot #10, define the annexation and define the new parcel.*
- §401.1.G *Note plans revisions and date of revision on the future plan resubmission. Fasnacht said to keep the original date on the plan and enter the revision date.*
- §401.2.C *Provide owner's signature and notary seal for Certificate of Ownership. Remove language for street dedication. Fasnacht said to provide signatures and seals also there are no streets being dedicate to the Township so remove language from the plan. Jay will correct.*
- §401.2.D *Revise Certification of Accuracy per Appendix D. Provide surveyor's signature and seal. Fasnacht said these are Ordinance requirements.*
- §401.2.F *Revise municipal approval blocks per Appendix H... Fasnacht explained the blocks are for the approvals.*
- §401.2.K *Provide boundaries of adjoining properties with names of landowners, UPI and deed information. Fasnacht said this needs to be shown also the parcel across the street.*
- §401.2.L *A plan note indicates the submitted plan supercedes the original subdivision plan. The erosion controls and stormwater designs from the 1999 Thomas Manor Subdivision plan apply to this lot unless revised E&S and stormwater plans are provided. Fasnacht said since there was a previous E&S and stormwater plan as long as the new plan works with the previous plan the E&S and stormwater will be accepted. Jay said he will clarify the note and adjust so the E&S and stormwater plan works.*
- §401.2.N *Provide lots sizes in acres and square feet for the existing Lot #10, annexation parcel, proposed Lot #10A and the residue lot. Fasnacht said to show all areas in acres and square feet.*
- §401.2.P *Indicate the pin symbol along the west boundary of the annexation as found, set or to be set. Fasnacht showed Jay the location of the symbol along the road on the plan. Jay will correct.*
- §401.3 *Provide draft legal descriptions for annexation parcel, annexation parcel combined with the existing parcel and the residue parcel. Jay will provide.*
- §401.4 *A driveway permit will be required from the Township. Verify driveway grading along Pine Hill Road and if a swale/pipe will be used. Fasnacht said this is just information; a driveway permit will need to be obtained from the Township.*
- §401.4 *Provide sewage approval from PADEP. Fasnacht spoke to Bentz and if this is an annexation a sewer design can be submitted for a sewer permit that will satisfy this comment.*

§401.4 *Schuylkill County's Act 247 Review...* Fasnacht said the review should be here by the next meeting.

§401.5 *Provide the note listed under this section for the annexation parcel.* Fasnacht said there is a standard note to list.

Jay said he will address all comments.

**CORRESPONDENCE** – Fox mentioned a Zoning Hearing Board notice was received.

**PUBLIC COMMENT** - No comments were received

**ADJOURNMENT** – At 7:23 PM Stump moved to adjourn the meeting and Stahl seconded the motion, all were in favor and the motion carried 5 to 0.

Respectfully Submitted,

Cynthia Hummel, Planning Commission Secretary

Approved on August 1, 2018 at Planning Commission Meeting

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