

**PLANNING COMMISSION
MINUTES OF MONTHLY MEETING
March 1, 2022**

The monthly meeting of the Longswamp Township Planning Commission was held at the Longswamp Township Municipal Building, 1112 State Street, Longswamp Township, Mertztown, Pennsylvania, at 7:00 p.m. prevailing time.

CALL TO ORDER

Chair Boyer called the meeting to order at 7:00 p.m.

ROLL CALL

Officials Present: Preston Boyer, Mark Story, Greg Kupar, and David River. Also, in attendance were Jim Milot, TSOS, TOPS of Hanover Engineering Associates, Beth Kohl, Esq., and Ryan Wessner, Zoning Officer.

REORGANIZATION OF OFFICERS FOR 2022

Chair Boyer turned the meeting over Solicitor Kohl to supervise the Selection of Officers.

David River nominated Preston Boyer for Chair. Mark Story seconded the nomination. No other nominations were made. Preston Boyer received 4 votes, therefore, Preston Boyer was selected as Chair.

Preston Boyer nominated Mark Story for Vice-Chair. Greg Kupar seconded the nomination. No other nominations were made. Mark Story received 4 votes; therefore, he was selected as Vice-Chair.

Mark Story nominated David River for Recording Secretary. Preston Boyer seconded the nomination. No other nominations were made. David River received 4 votes; therefore, he was selected as Recording Secretary.

APPROVAL OF MINUTES

The minutes of the December 7, 2021 Planning Commission meeting were presented. A motion to approve the minutes was made by Greg Kupar and seconded by Mark Story. All in favor.

ANNOUNCEMENTS

The Chair stated that representatives of Mountain Village Mobile Home Park notified the Township that they would not be attending this evening's meeting.

ENGINEER'S REPORT

Board of Supervisors Meeting of December 14, 2021:

1. A Public Hearing was held on the proposed Zoning Ordinance. No comments were received from the public.
2. The Board of Supervisors passed a motion to adopt the Longswamp Township Zoning Ordinance, Township Ordinance No. 298. The Board of Supervisors thanked the Township Planning Commission and the Professionals for their work on preparing the new Zoning Ordinance.

3. The Township Solicitor presented the proposed Public Gathering and Special Events Ordinance as recommended by the Planning Commission. After some discussion and comments from the public, the Board of Supervisors tabled the ordinance to allow additional time for the Board to review the ordinance.

Board of Supervisors Meeting December 28, 2021:

1. The Board of Supervisors tabled the proposed Public Gathering and Special Events Ordinance to the January meeting to allow further discussion with the Township Professionals concerning potential revisions.
2. The Board of Supervisors discussed Judge Rowley's decision to not allow the Township to join the appeal of the Maxatawny Warehouse project.
3. The Board of Supervisors established a set date of the 3rd Thursday of each month for Zoning Hearing Board Meetings, to be held if needed, starting February 2022.

Board of Supervisors Meeting January 11, 2022:

1. The Board of Supervisors authorized the Township Solicitor to draft an Ordinance to update the Property Maintenance Code from the 2006 version currently being used by the Township to the 2018 version.
2. The draft Public Gathering and Special Events Ordinance was reviewed. The Board requested the Professionals to revise the Ordinance based on the discussion, which included establishing a minimum of 250 people as the threshold for requiring a permit for typical events and adding provisions to ensure parades, bike races and other events taking place on Township roads are addressed in the Ordinance and required to obtain a permit. The ordinance was tabled to allow the Professionals to revise the Ordinance as discussed.
3. The Board of Supervisors appointed the following individuals to the Township Agricultural Security Area Advisory Committee: Farmers; William Boyd, Roy Rohrbach, Robert Tercha, and Citizen; William Zollers. Joyce Marin is the pre-appointed Committee Chairman. The next open Township Ag Security Period is scheduled for August 2022.

Board of Supervisors Meeting January 25, 2022:

There were no planning items discussed at the January 25, 2022 Board of Supervisors Meeting.

Board of Supervisors Meeting February 8, 2022:

1. The Board of Supervisors reviewed and accepted the 2021 Planning Commission Annual Report.
2. The Board of Supervisors passed a motion authorizing the Township Solicitor to proceed with advertising the updated Township Property Maintenance Code Ordinance for adoption, to be Township Ordinance No. 299.
3. After reviewing the updates to the proposed Public Gathering and Special Events Ordinance as requested by the Board of Supervisors at a previous meeting, the Board passed a motion authorizing the Township Solicitor to proceed with advertising the Ordinance for adoption, to be Township Ordinance No. 300.

Board of Supervisors Meeting February 22, 2022:

There were no planning items discussed at the February 22, 2022 Board of Supervisors Meeting.

PUBLIC COMMENTS

Resident Brian Billig noted that this meeting's Agenda could not be found on the Township's website. In addition, the Township Office had told Mrs. Billig that the Mountain Village subdivision was on the agenda for this evening. The Engineer told them that Mountain Village's representative notified Hanover after 4 pm this afternoon of their change in plans, not enabling the Township to effect a change to the Website before close of business for the day.

Mr. Billig asked about the need for a Special Exception and the cost of the hearing. The Solicitor said that the cost is in the range of \$750 – 1000. The question then was raised whether it would be more cost effective to obtain the Special Exception before coming to the Planning Commission to address our concerns. The Solicitor noted that it is the Applicant's option and not up to the Planning Commission to suggest how the Applicant proceeds through the process of obtaining the necessary approvals for their subdivision. The Engineer noted that meeting with the Planning Commission before the Zoning Hearing Board enables the Applicant to show how it plans to address the issues that may be addressed at the Special Exception hearing.

SUBDIVISION/LAND DEVELOPMENT AGENDA ITEMS

Brandywine Heights Area School District

- Victor Grande, PE of Rettew Associates, Inc.
- Dr. Andrew Potteiger, District Superintendent

The plan is a land subdivision and lot consolidation involving the District and East Penn Manufacturing. East Penn Manufacturing will be subdividing a parcel of land on the east side of Old Topton Road, to the north of the present spray irrigation area, and granting it to the District for its future use. The parcel being subdivided falls within both the Township and Topton Borough. However, the portion of the plot to be conveyed to the District falls totally within the Township. Therefore, the Applicant will approach Topton, requesting that they defer any action to the Township.

Clarification was needed regarding lot lines, in light of any future plans of the District. In addition, there was discussion about the land being conveyed to the school is currently zoned industrial, and that while not relevant to this plan, future development of the parcel for school purposes would likely require either zoning relief or an amendment to the zoning ordinance or map.

Dr. Potteiger highlighted the history of discussions with East Penn regarding the transfer of this parcel. This is being used as an opportunity to have land available should the District need it in the future.

The applicant is requesting conditional approval, pending the addressing of all issues stated in the Hanover Engineering review letter of February 24, 2022.

The Commission will table any action for the present time, while the Applicant cleans up some fine details on the plan, including providing the location and details of the Highway Occupancy Permit for the spray irrigation area of the parcel signature blocks, and formal requests for any waivers for any points raised by the Engineer.

Time Extension for the Mountain Village Mobile Home Park Subdivision

An extension until June 14, 2022 was requested by the Applicant (by Brad Macy) regarding this project. A motion to recommend to the Board of Supervisors that they accept the time extension request was made by Greg Kupar and seconded by David River. Messrs. Boyer, Kupar, and River voted in favor, while Mr. Story abstained. The motion carried.

ADDITIONAL AGENDA ITEMS

2021 Annual Report to the Board of Supervisors

In accordance with the Municipalities Planning Code, the Planning Commission is required to submit an annual report of activities to the Board of Supervisors by the end of February. The Chair submitted the Commission's report timely. A motion was made by Mark Story and seconded by Greg Kupar to ratify the approval of its 2021 Annual Report and the action of the Chair. All in favor

GENERAL PLANNING COMMISSION TOPICS

The Chair mentioned that the Township Treasurer has asked the Planning Commission if they would be open to being paid annually instead of the present quarterly interval. The chair will convey the members' agreement to the Treasurer.

PUBLIC COMMENTS

None.

ADJOURNMENT

A motion was made by Mark Story and seconded by Greg Kupar to adjourn the meeting at 8:00 pm. All in favor.

Respectfully submitted,
David River, Recording Secretary