

**Lower Heidelberg Township Planning Commission
Meeting Minutes
December 12, 2016**

The regular monthly meeting of the Lower Heidelberg Township Planning Commission was held at the Township Building, 720 Brownsville Road, Sinking Spring, on the above date. Present were: Chairman Michael Levan, Members William Moser, Edward Emery and Dean Hartman, and Alternate Heath Kearney. Also attending were Township Solicitor Michael Crotty and Township Engineers Glenn Neuhs (SSM) and Ryan Rhode (GVC). Absent were Vice-Chair Neal Nevitt and Engineer Pamela Stevens (SDE).

Mr. Levan called the meeting to order at 7:06 p.m. The minutes from the October 10, 2016 meeting were reviewed. **On Motion** by Mr. Levan, seconded by Mr. Moser, to approve the minutes of October 10, 2016 as presented. Motion passed unanimously.

Tosco Pizza – Request for Waiver of Land Development

Mr. Levan reported that the Township received a letter from Tosco Pizza requesting a waiver of the land development process for the installation of a 12' x 8' storage shed at 6877 Penn Avenue. The shed will be situated at the rear of the property. Mr. Levan noted that this is very similar to the recent request by Calvary Bible Church who asked for a waiver from land development to place a storage building on their property. Mr. Rhode noted that a shed is not actually land development, but that the main concern is that the business would not be taking away required parking spaces or increasing the impervious surface. Mr. Levan agreed and said that to be consistent the Planning Commission should review all requests for waivers. Mr. Rhode noted that this is a typical garden shed with no foundation, but will require a zoning permit. When the review is done for the permit, the Zoning Officer will make sure that it does not take up any parking spaces, and that it meets all other requirements for a shed. **On Motion** by Mr. Levan, seconded by Mr. Moser, to recommend that the Board of Supervisors approve the request for a waiver of the land development process for Tosco Pizza, 6877 Penn Avenue, subject to the approval of the Zoning Officer and providing that the applicant fulfills all Township requirements of the zoning permit application process. Motion passed unanimously.

Time Extensions

There were no requests for time extensions received this month.

Other Business

Mr. Crotty distributed a draft for a proposed ordinance to amend Section 503(1c) of the Zoning Ordinance to allow reverse frontage lots to have a shed. He requested that the Commission review the proposed amendment for further discussion at the next meeting.

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Mr. Levan noted that the Board of Supervisors have requested that the position of Alternate Member be created in order to ensure that a quorum can be met at each meeting. The Alternate Member will attend all Planning Commission meetings in order to be fully briefed on any plan submissions or ordinance updates. **On Motion** by Mr. Levan, seconded by Mr. Hartman, to recommend that the Board of Supervisors approve the appointment of Heath Kearney to the position of Planning Commission Alternate Member. Motion passed unanimously.

Mr. Levan noted that there will be no Planning Commission workshop in December. He thanked the Commission members and the professional consultants for another productive year.

Public Comment

Mr. Levan asked if there was any public comment; there was none.

Adjournment

On Motion by Mr. Levan, seconded by Mr. Moser, to adjourn at 7:45 p.m. Motion passed unanimously.

Respectfully submitted,



Theresa Conners, Recording Secretary

Approved on: February 13, 2017