

**MINUTES**  
**EXETER TOWNSHIP PLANNING COMMISSION MEETING**  
**JANUARY 20, 2014**

The Regular Meeting of the Exeter Township Planning Commission was held on Monday, January 20, 2014 at the Township Hall, 4975 DeMoss Road, Berks County, Pennsylvania. Donald R. Wilson, Chairman, called the meeting to order at 7:03 p.m. followed by the Pledge to the Flag.

**COMMISSION MEMBERS:** Donald R. Wilson, Chairman  
John W. Bittig, Vice Chairman  
Gary L. Shane, Secretary  
Glen Powell

**ABSENT:** Greg T. Unger

**OTHERS IN ATTENDANCE:** Michael G. Crotty, Esquire  
Joe Rogosky, GVC Consulting Engineer  
Cheryl Franckowiak, Zoning Officer  
Linda Cusimano, Recording Secretary

**3. MINUTES**

**MOTION BY** Mr. Bittig, seconded by Mr. Shane to approve the minutes of the December 16, 2013 Planning Commission meeting as presented. The motion carried unanimously.

**2. AGENDA**

**MOTION BY** Mr. Shane, seconded by Mr. Powell, to approve the agenda of the January 20, 2013 Planning Commission meeting. The motion carried unanimously.

**3. RE-ORGANIZATION AND MEETING DATES**

**MOTION BY** Mr. Bittig, seconded by Mr. Powell, to retain the same officers as last year: Mr. Donald R. Wilson; Chairman, Mr. John W. Bittig; Vice Chairman, Mr. Gary L. Shane; Secretary. The motion carried unanimously.

Ms. Cusimano stated that under direction of Troy Bingaman, she had checked for conflicts for meeting the third Monday of every month and did not find any, so it was advertised that the Planning Commission would meet at 7pm the third Monday of every month. The Planning Commission agreed with keeping their schedule the same.

Mr. Wilson stated that he wanted to mention that this Saturday, January 25<sup>th</sup> at 8/8:30 there was a Planner “kick off” breakfast at the Reading Country Club for anyone who wanted to attend. Mr. Shane asked to be placed on the list of attendees.

**4. PLANNING COMMISSION ANNUAL REPORT**

**MOTION BY** Mr. Bittig, seconded by Mr. Shane to approve the Planning Commission annual report as submitted and present it to the Board of Supervisors. The motion carried unanimously.

**5. PLANNING COMMISSION COMMUNICATION & PROCEDURE**

Ms. Cusimano asked the Planning Commission to submit anything they would want to discuss at their meeting by 11:00 am on the Friday before the scheduled meeting date. Ms. Cusimano also asked the Planning Commission members to please make a motion for approval for any item they would like to pass along to the Board of Supervisors, this way nothing would get missed like the RC revisions as no motion was made for those. She informed the Planning Commission that the Board agreed to address the RC revisions along with the Historical Resource zoning revisions. Ms. Cusimano also asked that everyone respond to her emails asking if they would be attending the meeting or not by the morning of the scheduled meeting as we needed to know if we have quorum and to set up the proper amount of laptops for each attending member.

**6. ZONING ORD. AMENDMENT – HISTORICAL RESOURCE CONTROLS** – Michael G. Crotty, Esq.

Mr. Crotty stated that he had a revision to the draft that was submitted to the Planning Commission. He would explain the revisions. On page 3 under Historic Resource Classifications and map; it has been broken down to four classes to objectively identify them to be placed on the Historic Resource map that would be adopted as a part of this section. With the adoption of the Ordinance and map we would want to start with the easy / known resources, which would be the six that were on the national register.

**Public Comment**

**Lisa VanderLaan, 5560 Boyertown Pike**, asked if by enacting this ordinance you were also enacting the map at the same time starting with the six properties that are on the historical register and then work from there. Mr. Crotty replied yes, then, if someone wanted to have their property designated as a class I through IV they would need to submit information to the Township. The Board of Supervisors could approve it and according to the adaptive reuse standards of the ordinance, the Board could modify the potential uses according to the surrounding neighborhood through an easement. Ms. Franckowiak asked if we would need to reach out to the six properties on the Historic Register to ask if they wanted to be included. Mr. Crotty replied yes, they each have the documentation for their properties through the National Register and then we would need their consent to have their property designated as a historical resource in Exeter Township. Mr. Shane asked if we had a number for the properties that would possibly be considered class II. Mr. Crotty replied approximately 11 to 16. Mr. Bittig stated that was a manageable number. Mr. Crotty stated that the list could be updated by the Board of Supervisors as residents wanted to add their properties to the map.

The Planning Commission further discussed the Historical Resource Controls and agreed to the following:

- 1) Start the map with the six properties that are on the National Registry, along with sending letter to the owners for their acceptance on the Exeter Township Historical Resource Map.
- 2) The Planning Commission agreed to delete §390-70.B(1)(c)[3] in its entirety.
- 3) The Planning Commission agreed to add “except as permitted by conditional use” as related to Galleries or Museums.
- 4) Mr. Crotty would look into adding a paragraph allowing the provision that if a historic structure was located in an area that was to be developed into a subdivision an extra lot would be allowed in order to preserve the historic resource.
- 5) The bylaws for the Planning Commission were discussed and will be researched for the next meeting.
- 6) The Planning Commission will look at the Historic Resource inventory as located on the 1997 Historic Map.
- 7) The Planning Commission agreed to handle the Historical Resource Controls if that was what the Board of Supervisors wished. Ms. Franckowiak stated that it made sense to streamline the effort for someone coming in for a minor subdivision as it would be handled for both the minor subdivision and the historic resource.

Ms. Franckowiak further stated that Mr. Crotty would need to change the Ordinance to reflect that.

**MOTION BY** Mr. Bittig, seconded by Mr. Shane, to recommend the Board of Supervisors approve, advertise, and adopt the Historical Resource Controls zoning revisions subject to the changes discussed. The motion carried unanimously.

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Mr. Crotty suggested that once the Historical Resource Ordinance is in place, and we have “scrubbed” down the list as to what resources were no longer in existence, when the Planning Commission has very little on the agenda, we could send out a notice to residents that are on the Historical list and invite them to the meeting to explain to them what our Historic Resource Ordinance entails and ask if they would like their property included.

**ADJOURNMENT**

**MOTION BY** Mr. Bittig, seconded by Mr. Shane, to adjourn the January 20, 2014 meeting of the Exeter Township Planning Commission at 8:55 pm. Motion carried unanimously.

Respectfully Submitted,



Gary L. Shane,  
Secretary

lrc