

**MINUTES
EXETER TOWNSHIP PLANNING COMMISSION MEETING
MAY 18, 2015**

The Regular Meeting of the Exeter Township Planning Commission was held on Monday, May 18, 2015 at the Township Hall, 4975 DeMoss Road, Berks County, Pennsylvania. Donald R. Wilson, Chairman, called the meeting to order at 7:00 p.m. followed by the Pledge to the Flag.

COMMISSION MEMBERS: Donald R. Wilson, Chairman
John W. Bittig, Vice Chairman
Mehmet Arslan

OTHERS IN ATTENDANCE: Joseph Rogosky, GVC Consulting Engineer
Linda Cusimano, Recording Secretary

ABSENT: Gary L. Shane, Secretary
Glen Powell
Cheryl Franckowiak, Zoning Officer

1. MINUTES

MOTION BY Mr. Bittig, seconded by Mr. Arslan to approve the minutes of the April 20, 2015 Planning Commission meeting as they were corrected. The motion carried unanimously.

2. AGENDA

MOTION BY Mr. Bittig, seconded by Mr. Wilson to approve the agenda of the May 18, 2015 Planning Commission meeting. The motion carried unanimously.

3. EXETER SCHOOL DISTRICT NEW TRANSPORTATION CENTER – SKETCH PLAN

GVC reviewed the Exeter School District New Transportation Center – Sketch Plan (review letter dated May 15, 2015).

Aristides Otero, Stackhouse Bensinger along with Ken Pitts from Exeter School district and Justin Istenes, AEM Architects; Mr. Otero stated he received the comment letter from Great Valley Consultants dated May 15th in regards to this sketch plan. Mr. Rogosky, Great Valley Consultants clarified that he has reviewed it as a sketch plan, but has added in a few key items that need to be addressed. Mr. Otero and Mr. Rogosky discussed the following bullet point items on the GVC review letter:

Zoning:

- #3. Mr. Otero mentioned open space will be calculated over entire site; Mr. Otero stated this will be on the coversheet.
- #4. Mr. Otero stated the peak height of the building will be 29' 8", the average height of the building will be less than 22' 7"; Mr. Otero stated this will also be on the proposed coversheet.
- #5. Mr. Otero stated if any existing screen trees are affected, they will be replaced as part of the screening for Owatin. Mr. Otero stated they decided to put the trees in a straight line instead of jogging the property line.
- #6. Mr. Otero mentioned that a lighting plan will be provided. Mr. Bittig questioned if Mr. Otero has a copy of Ordinance #626; Mr. Otero believes he does, if not he will request a copy from Ms. Cusimano.

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- #7. Parking Requirements for a Motor Vehicle Service Station; Mr. Rogosky mentioned that he had a brief discussion with the Zoning Officer and since there is currently not a specific Ordinance for Bus Depots, it was decided that parking will be based on the requirements for a Motor Vehicle Service Station. Mr. Rogosky stated they are proposing parking for the buses in addition to extra spaces; he stated the Zoning Officer has concerns with office space and the number of employees that will be occupying the spaces.
- #8. Mr. Otero stated their Traffic Engineer is currently working with PennDOT to perform an assessment for a driveway access onto S.R. 562; he stated this would be a low volume driveway. Mr. Otero stated in the initial findings one of the required improvements was to widen the shoulder on the school side of the property. Mr. Wilson questioned how it could be considered low volume due to the number of buses and the number of cars that would be using it daily. Mr. Wilson stated that as long as that entrance is there he will not vote in favor of this for public safety issues. Mr. Bittig stated that before the Owatin School was built it was considered low volume. Mr. Arslan questioned if a recent traffic study had been done since the school had been built; he stated that before the school and church were built it was low volume, but he felt that has since changed. Mr. Rogosky questioned Mr. Otero if his Traffic Engineer has gotten any traffic counts; Mr. Otero stated that at this time nothing has been done. Mr. Rogosky felt certain PennDOT would need traffic counts since it's been a while since it was last done. Mr. Bittig stated the traffic issue will need to be addressed. He is also concerned about the line of sight to the west on S.R.562; he stated it's a downhill grade with a sharp curve. He felt it could be a potential disaster if it isn't addressed properly. Mr. Rogosky stated that the Traffic Engineer will need to address this and PennDOT will need to provide the sight distance as part of their review. Mr. Arslan questioned if guard rail would be installed; Mr. Otero stated that they've just started traffic discussions with PennDOT.
- #9. Mr. Rogosky stated #9 and #10 are preliminary plan information.

Sub-Division:

- #3. Mr. Rogosky mentioned this item deals with driveways.
- #4. Mr. Rogosky stated #4 and #5 are for verification of sewer and water; "will serve letters" from the utility companies.
- #6. Mr. Rogosky stated this is for the Traffic Impact Study. He mentioned that under our Ordinance a Traffic Impact Study could be required at the Preliminary Plan stage.
- #7. Mr. Rogosky stated a water resource study may be required unless a waiver is granted.
- #8. Mr. Rogosky stated that #8 and #9 are standard sidewalk and curbing. Mr. Otero questioned how the Planning Commission felt about this topic. Mr. Wilson stated the Supervisors originally voted to not put any sidewalks along S.R.562. Mr. Rogosky stated this may change because there are different board members now and he's been receiving different feedback regarding other subdivisions. Mr. Bittig stated when the Owatin Creek School was proposed the plan included a walking trail as an alternative to sidewalks.

Storm Water:

- #1. Mr. Otero stated the E&S plans will be submitted to the Conservation District.
- #2. Mr. Otero stated the plan will comply with the Township's Stormwater Management Ordinance. Mr. Bittig questioned what the stormwater plan for the site is; Mr. Otero stated the preliminary thoughts include a series of facilities including an underground facility. Mr. Bittig stated he has concerns regarding the washwater, detergent and oils being separated; Mr. Rogosky stated they are proposing an oil, water separator. Mr. Arslan questioned if this is why they were planning to install an underground facility; Mr. Otero stated that would just be for storage. Mr. Bittig stated they will need to meet the Infiltration Requirements from DEP. Mr. Otero stated their Preliminary Storm Water Design will meet the Township and DEP's requirement.

Fire Prevention

Mr. Rogosky stated this is just at the Preliminary Plan stage.

General Comments:

- #1. Highway Occupancy Permit; Mr. Rogosky mentioned this has already been discussed.
- #2. Driveway entrance improvements may encroach onto the neighboring properties to the left.
- #3. Mr. Otero stated this has been discussed and they are considering shifting the entrance of the driveway to avoid the encroachment.

Mr. Arslan questioned if sewer and water would be connected to the school; Mr. Pitts stated yes, it will come up S.R.562 and will be sized for additional facilities.

4. APPEAL PETITION – SCHOOL DISTRICT TRANSPORTATION FACILITY

Aristides Otero stated they have submitted an Appeal Petition to the Zoning Hearing Board for this project; based on the conclusion of the order dated December 29, 2008 Article 3, which indicated any future development should be considered a Special Exception including any additional schools on the property. He stated that he submitted this on April 28, 2015 to the Zoning Hearing Board's Solicitor. Mr. Otero stated the Zoning Hearing Board Solicitor requested some additional information and an addendum to the petition was submitted on May 8, 2015; in which they requested a variance based on their requirements of the Zoning Ordinance. Mr. Rogosky stated that the Zoning Officer is reviewing the application; at this point Mr. Rogosky doesn't know the Zoning Officer's rendering an opinion on the matter. Mr. Bittig asked if anyone wanted to make a recommendation; Mr. Rogosky stated that at this time he doesn't know if the Zoning Officer concurred with the application or not. Mr. Arslan questioned if it should have more detail included. Mr. Rogosky stated that the addendum which was submitted on May 8, 2015 does include additional clarification. Mr. Arslan questioned if the Stormwater Calculations have been done; Mr. Otero stated that this just a Sketch Plan. Mr. Wilson stated that the Sketch Plan is the first step then it goes to Preliminary Plan. Mr. Bittig deferred this to the Zoning Hearing Board.

5. GENERAL DISCUSSION

Ms. Cusimano stated that she has a time extension for both the Windy Willows Subdivision and the Filippini Annexation Subdivision II. Mr. Arslan questioned the Windy Willows Subdivision; Mr. Wilson and Mr. Rogosky gave a brief explanation to Mr. Arslan.

Mr. Wilson discussed the Steering Committee functions. He recommended the members of the Planning Commission consider making changes to Zoning including Highway Commercial, Mixed Use, building height, parking requirements, etc.

ADJOURNMENT

MOTION BY Mr. Bittig seconded by Mr. Arslan to adjourn the May 18, 2015 meeting of the Exeter Township Planning Commission at 8:01pm. Motion carried unanimously.

Respectfully Submitted,



John W. Bittig,
Vice Chairman
lrc