

## **ANNVILLE TOWNSHIP PLANNING COMMISSION MEETING**

**NOVEMBER 11, 2019**

Visitors: Scott Akens, Akens Engineering Associates, Inc.  
Eugene Martin, Stone Hill Village  
Kent Morey, Spotts, Stevens, and McCoy, Township Engineer  
Nicholas T. Yingst, Township Administrator  
Joann F. Zimmerman, Township Commissioner

1. Call the meeting to order at 7:00 PM and pledge to the flag
2. Opportunity for public comment
3. Review and approval of the minutes from the October 14, 2019 meeting
4. Old business
5. New business
  - a. Review of Stone Hill Village Phase 3B-1 Final Land Development Plan
6. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP  
PLANNING COMMISSION  
November 11, 2019**

The November Regular Monthly Meeting of the Annville Township Planning Commission (PC) was held starting at 7:00 PM on November 11, 2019 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Anthony Perrotto, Chairperson; Karen Mailen, Vice Chairperson; Gary Kotsch, Secretary; Ralph Munz; David Palanzo; and Matthew Reedy. Also in attendance were Nicholas T. Yingst, Township Administrator; Kent Morey, Township Engineer; Eugene, Josh, Kent, and Tyler Martin, Stone Hill Village; Matthew Hearn, Akens Engineering Associates; Brian and Dean Wolfe, West Main Street; and Madeline Grisbacher, Becky Kutz, Kaity McConnell, and Nicholas Neagu, Lebanon Valley College students.

Chairperson Perrotto called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

**OPPORTUNITY FOR PUBLIC COMMENT:** Chairperson Perrotto provided an opportunity for public comment and no comments were noted from those in attendance.

**MINUTES: MOTION** by Ms. Mailen, second by Mr. Reedy to approve the minutes of the Regular Meeting held October 14, 2019 as presented. Motion carried unanimously.

**OLD BUSINESS:** Chairperson Perrotto reported the PC received letters from Attorney George Christianson and Township Solicitor Corey Lamoureux regarding the access easement to Stone Hill Park. He noted the contents of Attorney Christianson's letter were very similar to an earlier letter the attorney submitted to the PC, and he further noted Solicitor Lamoureux's letter reaffirmed the previously-stated position of the PC that it should not involve itself in disputes between private property owners. Chairperson Perrotto asked Dean Wolfe if he had pursued his concern with the Lebanon County Court of Common Pleas. Mr. Wolfe indicated he had not and Chairperson Perrotto stated the PC did not have the ability to weigh in on this matter per the Township Solicitor.

**NEW BUSINESS:**

**Stone Hill Village Phase 3B-1 Final Land Development Plan:** Mr. Hearn began by reviewing the preliminary plan for Phase 3B of Stone Hill Village that previously had been reviewed by the PC. He then presented the final plan for Phase 3B-1 of Stone Hill Village, noting Phase 3B would have three parts and this represented the first of the three, and he provided an overview of same. In particular, he noted Phase 3B-1 represented approximately 4 acres on which four buildings of 22 townhouse style units would be constructed. Mr. Hearn further noted that no subdivision of the property would be necessary and ownership of these units would remain with Stone Hill Village. Chairperson Perrotto asked for clarification on the emergency access along the Quittapahilla Creek that would eventually lead through the existing Stone Hill Park and Mr. Hearn indicated, as previously discussed, there would not be gate. Chairperson Perrotto reported the receipt of letters from the Township Engineer, Annville Township Authority (ATA) Engineer, and Lebanon County Planning Department (LCPD) pertaining to this plan, and the PC began by reviewing the Township Engineer's letter dated November 8, 2019, and the following comments were noted:

- Mr. Morey indicated that Comments 1 through 7 and Comments 9 through 10 were standard items that would be worked out between the developer, engineer, and Township Solicitor. He also noted he would support contingent approval of the plan. Mr. Hearn

indicated he expected to receive the National Pollutant Discharge Elimination System (NPDES) permit in the next one to two weeks.

- Comments 8 and 11: Mr. Hearn agreed to add the recommended notes to the plan pertaining to reporting of street sweeping and the total area of amended soils, respectively. In response to a question from Chairperson Perrotto pertaining to Comment 8, Mr. Martin agreed to submit street sweeping reports to the Township on a quarterly basis.
- Comment 12: Per Mr. Morey's recommendation, Mr. Hearn agreed to modify or remove the stormwater basins' impermeable liner notes on sheet 1 to eliminate any conflict with the specification on sheet 7 of the plan.
- Comment 13: The type of fencing around the basins that was agreed upon at a previous PC meeting was confirmed, namely split rail fencing being used for the middle basins and black chain link fencing being used for the northernmost basins.
- Comment 14: Mr. Hearn presented revised architectural renderings for the six-unit buildings and the four-unit building with two upper units and two lower units. It was noted that in response to the PC's previously stated preference for an interior entrance for the upper units in the four-unit building the architectural renderings now showed this. The PC commented favorably on this revision. In response to several questions pertaining to parking, Mr. Hearn showed the location of off-street parking spaces for the four-unit building and confirmed there was no on-street parking in Phase 3B. Chairperson Perrotto asked if there were parking spaces in addition to the two-spaces per unit. Eugene Martin indicated there would be additional parking at the community center and Mr. Hearn pointed out the locations of extra parking throughout Phase 3B.
- Comment 15: Mr. Hearn confirmed the community structure will be a pavilion and will be labeled as such on the plan.
- Comment 16: Mr. Martin stated he was fine with a note being added to the plan stating the Fire Chief shall be the one that identifies when and what maintenance to the temporary emergency access is required. He also noted he discussed this with the Fire Chief and the latter was fine with compacted stone being used for the temporary emergency access.
- Comment 17: Mr. Hearn indicated the plan would be revised so that the terminus of Millard Drive aligns with Stone Hill Park and the disposition of the buildings in that area would be noted.
- Comment 18: Mr. Hearn agreed that the date of the preliminary plan approval would be added to General Note 4 on the cover sheet.


With no further comments or questions offered regarding Mr. Morey's comment letter, Chairperson Perrotto turned to the ATA Engineer's letter dated October 30, 2019 and the LCPD letter dated November 8, 2019. Mr. Kotsch asked if the Township should be notified of deviations between the plan and as-builts; Mr. Morey indicated the financial security would not be released until the as-builts were considered satisfactory. Mr. Kotsch also asked if Akens Engineering would be working with the general contractor during the construction phase and Mr. Morey indicated that would be up to Stone Hill Village. Regarding the LCPD letter, the following comments were noted:

- Comment 7: Mr. Morey confirmed that the earlier correspondence received from North Annville Township deferring its review of the plan satisfactorily met this comment.
- Comment 9: As stated before, it was confirmed there would not be parking on the street.

- Comment 10: Mr. Morey indicated stormwater management easements would be addressed as part of the required improvements agreement. He also noted an easement with metes and bounds could be prepared for Stone Hill Village's stormwater management facilities if it wished, but that a blanket easement would also be appropriate, and Mr. Hearn concurred.

With no further comments or questions noted, **MOTION** by Ms. Mailen, second by Mr. Kotsch to recommend to the Board of Commissioners it grant approval to the final land development plan submitted for Phase 3B-1 of Stone Hill Village contingent upon all items in the Township Engineer's November 8, 2019 review letter being satisfactorily addressed and obtaining the necessary signatures. Motion carried unanimously.

**ADJOURNMENT:** There being no further business to come before the PC, **MOTION** by Mr. Kotsch, second by Mr. Munz to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 7:25 PM.

  
Secretary