

**DRAFT MINUTES OF THE ANNVILLE TOWNSHIP  
PLANNING COMMISSION  
May 22, 2019**

The May Regular Monthly Meeting of the Annville Township Planning Commission (PC) was held starting at 7:00 PM on May 22, 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; and David Ober. Also in attendance were Nicholas T. Yingst, Township Administrator; Joann F. Zimmerman, Township Commissioner; Nick Szeredai, Township Engineer; Eugene Martin and Tyler Martin, Stone Hill Village; Scott Akens, Akens Engineering Associates; Esch McCombie, McNees Wallace & Nurick; Ralph Munz, East Queen Street; Matthew Reedy, South Lancaster Street; and Brian Wolfe and Dean Wolfe, West Main Street.

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 reported the PC received letters from Attorney George Christianson, Attorney McCombie, and Township Solicitor Corey Lamoureux regarding the access easement to Stone Hill Park, noting the latter reaffirmed the previously-stated position of the PC that it should not involve itself in disputes between private property owners. With this noted, he then provided an opportunity for public comment. Pertaining to a question from Dean Wolfe, Chairperson Perrotto noted the letter from Attorney Christianson had been received and reviewed and no further comments were noted from those in attendance.

**MINUTES: MOTION** by Ms. Mailen, second by Mr. Ober to approve the minutes of the Regular Meeting held April 8, 2019 as presented. Motion carried unanimously.

**OLD BUSINESS:**

**Stone Hill Village Phase 3B Preliminary Land Development Plan:** The PC resumed its review of the preliminary land development plan submitted for Phase 3B of Stone Hill Village. Chairperson Perrotto began by reporting the receipt of a letter from the Fire Chief of the Union Hose Company indicating the plan was acceptable from a fire protection standpoint and noting this was based upon Fire Department access to the community via two access points. Mr. Akens noted these two access points would be satisfied via the main entrance at Millard Drive and the roadway to Stone Hill Park. Mr. Perrotto also noted a letter had been received from the Township Authority Engineer noting approval of the plan from a sanitary sewer standpoint.

At the direction of Mr. Szeredai, the PC then reviewed the following comments pertaining to the Township Engineer's review letter dated May 9, 2019:

- Comment 13: Noting the Township Commissioners could require fencing of retention/detention basins, Mr. Szeredai suggested that if the PC supported this, it should make clear both the type of fence and the location of the fence. Mr. Akens suggested a fence around the two northernmost basins. While several PC members and Mr. Szeredai seemed amenable to this, Ms. Mailen expressed her opinion that all basins should be fenced due to safety concerns and Chairperson Perrotto agreed. Mr. Szeredai then suggested that, should all four basins be fenced, the two basins in the middle of the community use split rails and the two northernmost basins use black chain link. The PC members, Mr. Martin, and Mr. Akens agreed with this suggestion.

- Comment 14: Indicating a note regarding the temporary stone access had been added to a subsequent version of the plan, Mr. Szeredai indicated that any approval of the plan should be contingent upon that note being included on the approved plan as well as the extent (vertically and horizontally) of the temporary stone access.
- Comment 15: Mr. Szeredai noted the extension of improvements to serve adjoining land in the existing Stone Hill Park from the terminus of Millard Drive would be required prior to approval of the final plan of Phase 3B.3 and north of the access easement, and Mr. Akens indicated he was amenable to that.
- Comment 17: Mr. Akens reviewed the proposed locations of the trees and Mr. Szeredai expressed no concerns.
- Comments 18 and 32: Mr. Szeredai asked for clarification on the proposed community structure. Mr. Akens indicated they would be opting for the recreation fee, but also reserving an area for recreation. While the details of that were not yet determined, Mr. Martin indicated he thought a pavilion might make sense. Mr. Martin also responded in the affirmative to Mr. Szeredai's question if other, earlier phases of Stone Hill Village would have access to it. Ms. Mailen indicated her support for a pavilion and Mr. Kotsch and Mr. Ober agreed.
- Comment 22: Mr. Szeredai emphasized that the every-other-week street sweeping proposed by Mr. Akens to satisfy the stormwater regulations would be a significant expense to Stone Hill Village. Noting that Stone Hill Village's meeting its obligation for this was important to the Township under its municipal MS4 permit, Mr. Szeredai also noted the Township could charge hefty fees to Stone Hill Village if the street sweeping was not performed sufficiently. Mr. Akens indicated he understood this, and Mr. Martin was considering purchasing a street sweeper for this reason.
- Comment 28: Mr. Akens and Mr. Martin agreed to the placement of a manhole cover for the existing inlet top within Millard Drive at the northeastern intersection corner with Kunkle Lane.
- Comment 30: It was noted that, as the existing PennDOT Highway Occupancy Permit identified both Millard Drive and the Stone Hill Park access as adequate to serve all of Phase 3B, there was not a need to provide a gate at the proposed connection of Millard Drive and Stone Hill Park for the preliminary plan. Mr. Szeredai did recommend a note be added to the final plan for Phase 3B-1 should external factors require a gate.
- Comment 31: The PC reviewed the architectural drawings, specifically those that showed a front deck. Mr. Szeredai asked if the PC was comfortable with a deck on the front of a residence. Mr. Martin explained the reasoning for this and noted it would only pertain to four units. Mr. Akens indicated there would likely be opportunities for tweaks. Mr. Szeredai asked if an interior entrance was considered and his reasoning why he thought this might be best. Mr. Martin indicated that was a question best directed to the builder. The PC members discussed this and, while noting they did not believe this to be an essential matter, asked Mr. Martin to consider an interior entrance for these units and he agreed to discuss this with his builder.
- Comment 33: Mr. Akens reported he has requested a letter from North Annville Township waiving its right of review, although he did not expect to have anything until mid-June due to North Annville's meeting schedule.

With no further comments or questions noted:

- **MOTION** by Ms. Mailen, second by Mr. Kotsch to approve the Component 4A Municipal Planning Agency Review submitted for Phase 3B of Stone Hill Village and to authorize its execution by the appropriate officials for the Planning Commission. Motion carried unanimously.
- **MOTION** by Mr. Kotsch, second by Mr. Ober to recommend to the Board of Commissioners it grant approval to the preliminary land development plan submitted for Phase 3B of Stone Hill Village contingent upon all items in the Township Engineer's May 9, 2019 review letter being satisfactorily addressed, including the inclusion of a note on the plan pertaining to the extent (vertically and horizontally) of the temporary stone access and evidence North Annville Township waives its right to review the plan. Motion carried unanimously.

Mr. Akens, Mr. McCombie, and both Messrs. Martin left the meeting at 7:35 PM.

**Letters of Interest to Fill Vacancy on PC:** Chairperson Perrotto reported two letters of interest had been received by the 5 PM deadline earlier that day for any residents who wished to be considered to fill the vacancy on the PC and that those letters had been provided to the PC members. It was noted that the two applicants, Mr. Munz and Mr. Reedy, were in attendance. Chairperson Perrotto recommended, in keeping with past practice, the PC interview the applicants at a future meeting and the other members concurred. Mr. Munz and Mr. Reedy both indicated they would be available to do so at the next scheduled PC meeting on June 10, 2019 and there was agreement to do so.

**NEW BUSINESS:** Nothing to report.

**ADJOURNMENT:** There being no further business to come before the PC, **MOTION** by Mr. Ober, second by Mr. Kotsch to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 7:38 PM.

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Secretary