

**District Township Planning Commission
Business Meeting
July 1, 2021**

Call to Order

The business meeting of the District Township Planning Commission was held on July 1, 2021 at the Township Municipal Building, 202 Weil Road, Boyertown, PA 19512. Piper Sherburne called the meeting to order at 7:00 p.m. In attendance were Planning Commission members Piper Sherburne, Louis Farina, Michael Carr, John Burger and Ron Leibowitz. Solicitor Chris Garrell attended by conference call. LTL Engineer John Weber was present. Secretary Elaine Schwien was present. John Aston of Aston Surveyors/Engineers was present. Resident Cynthia Brensinger also attended.

Minutes

A motion was made by Mr. Leibowitz, seconded by Mr. Carr, to approve the minutes of May 6, 2021 Business Meeting as written. All in favor.

Correspondence:

- LTL; Cynthia L. Brensinger Minor Subdivision review letter – 6/23/21
- LTL; Windish-Harrier-Erb Annexation review letter – 6/23/21
- BCPC; Cynthia L. Brensinger Minor Subdivision review letter – 6/25/21

Current Plans: None.

New Plans:

- Cynthia L. Brensinger Minor Subdivision
Administratively complete submission 6/3/21
90 day review clock started 6/3/21 (day of regularly scheduled business meeting which had already been canceled); expires 8/31/21
- Windish-Harrier-Erb Annexation
Administratively complete submission 6/8/21
90 day review clock started 7/1/21; expires 9/28/21

A motion was made by Mr. Carr to accept the Cynthia L. Brensinger Minor Subdivision Plan for review as of 6/3/21. Seconded by Mr. Burger. All in favor.

A motion was made by Mr. Carr to accept the Windish-Harrier-Erb Annexation Plan for review as of 7/1/21. Seconded by Mr. Farina. All in favor.

Cynthia L. Brensinger Minor Subdivision

Mr. Aston provided an overview of the subdivision plan; Ms. Brensinger would keep Lot 2 (front lot) with previous homesite and garage. She would like to sell Lot 1 (back lot) which would be a flag lot with a shared driveway.

Mr. Aston reviewed comments of the LTL letter dated 6/23/21.

Key discussion points:

- Shared driveway would require easement agreement. Two driveways already exist (loop). In discussion with the Township Engineer, the Planning Commission determined it would be cleaner to have separate driveways and therefore did not approve the shared driveway.
- PennDOT required driveway sight distance was discussed. Trees/brush will need to be cleared along the property frontage. Sight clearing must occur prior to final approval of the plan.
- Discussed stormwater in regard to Lot 1. The plan contains a conceptual stormwater design as well as notes deferring the submission of such plans to the time of building permit application. The Planning Commission along with the Township Engineer determined deferring the stormwater is reasonable since the location of a possible home/driveway is unknown at present.
- Waiver requested for Lot 2. The Zoning Ordinance allows a minimum width of 25 feet for a flag lot access strip.

Windish-Harrier-Erb Annexation

- Mr. Aston reviewed the proposed annexation of land amongst the three adjoining properties on Huffs Church Road. Lots 1 and 2 would become less non-conforming regarding lot size and width. Lot 3 would become more non-conforming regarding lot width. A variance was obtained from the District Township ZHB to allow this increased non-conformity. Mr. Aston proceeded to review the comments found in the LTL letter dated 6/23/21. With a brief discussion by the Planning Commission, Mr. Carr made a motion to recommend conditional final plan approval of the Windish-Harrier-Erb Annexation Plan subject to compliance with the comments contained in the LTL letter of 6/23/21. Seconded by Mr. Burger. All in favor.

Old Business: None.

New Business: None.

Public Participation: None further.

Adjournment

With no further business to come before the Planning Commission, a motion was made by Mr. Burger, seconded by Mr. Farina, to adjourn the business meeting at 7:32 p.m. All in favor.

Respectfully submitted,

Elaine Schwien
District Township Planning Commission Secretary