

**MIDDLESEX TOWNSHIP PLANNING COMMISSION
WORKSHOP MEETING MINUTES
MARCH 10, 2008**

START TIME: 7:00 p.m.

END TIME: 9:22 p.m.

MEMBERS PRESENT:

Michael Buchanan
Larry Claycomb
Rod Groff
Steve Zeigler
Tracey Gillespie

STAFF PRESENT:

Margie Flatley, CMT, Secretary
Mark D. Carpenter, Zoning Officer
Bud Grove, Township Engineer

MEMBERS & STAFF ABSENT:

Tracy Gleim
Rick Gines

AGENDA:

1. APPROVE PAST MINUTES OF FEBRUARY 25, 2008
2. PUBLIC COMMENT
3. (TPF 08-3) PROPOSED ZONING ORDINANCE AMENDMENT
PERTAINING TO SIGN REGULATIONS
SERVICE STATION CHANGEABLE FUEL PRICE SIGNS
4. (TPF 08-4) SPORTS EMPORIUM
PRELIMINARY FINAL SUBDIVISION PLAN
(BOS action deadline May 7, 2008)
5. (TPF 08-5) CAMPING WORLD
PRELIMINARY FINAL LAND DEVELOPMENT PLAN
(BOS action deadline May 7, 2008)
6. (TPF 08-7) ROADWAY – HARRISBURG BREAK-BULK FACILITY
PRELIMINARY FINAL LAND DEVELOPMENT PLAN
(BOS action deadline June 7, 2008)
7. (TPF 08-8) CUMBERLAND COUNTY PUBLIC SAFETY BUILDING
SKETCH PLAN
(not a formal plan submission, no deadline)
8. OTHER BUSINESS

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MEETING MINUTES

Larry Claycomb called the meeting to order at 7:00 p.m.

APPROVE PAST MINUTES OF FEBRUARY 25, 2008.

There were no minutes prepared for the last meeting.

PUBLIC COMMENT

Larry Claycomb asked for public comment and there was none,

**(TPF 08-4) SPORTS EMPORIUM
PRELIMINARY FINAL SUBDIVISION PLAN**

No one was in attendance to represent the plan. Rod Groff made a motion to table this matter until the next meeting. This was seconded by Mike Buchanan and passed unanimously.

**(TPF 08-5) CAMPING WORLD
PRELIMINARY FINAL LAND DEVELOPMENT PLAN**

Jim Smith with Fishbach, Morgan & Associates, was present to discuss Bud Grove's memo regarding the plan. Bud Grove had met with them on February 28, 2008, and many issues were discussed. Since then, they have completed their review and visited the site. Mr. Grove feels that there are still some issues with the stormwater plan. These issues will be further discussed at a future meeting with Rob Fox and Bud Grove. He feels that the plan should be a preliminary plan since the NPDES permit must be issued by DEP before the final plan can be approved. Mr. Grove does not feel that there is any need to require curbing or sidewalk on South Middlesex Road; however, the usual caveat would need to be put on the plan regarding any future requirement for sidewalks. He will discuss that issue further with Barry Sherman, Township Road Superintendent. Mr. Grove also feels that the road is actually wider than indicated on the plan and he encouraged them to go out and measure it. They will meet with Mr. Grove during the next 2 weeks. He reiterated that his comments at this meeting are just recommendations. There was a question as to the method of determination of the flood plain. Bud explained the difference between determination by elevation and the way it is mapped by FEMA and that he feels that it is more accurate to use the elevation method.

**(TPF 08-7) ROADWAY – HARRISBURG BREAK-BULK FACILITY
PRELIMINARY FINAL LAND DEVELOPMENT PLAN**

Jim Smith was in attendance to represent the plan. He was accompanied by Mike Novachek with Ray Fogg Building Methods. Roadway wishes to expand their facility on Roadway Drive. They wish to add 52 doors to their inbound dock, about 13%. The

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project involves about 315 feet of extension to the dock, pavement, curbs, drainage, etc. They are also showing a potential office expansion and additional employee parking. They have done a traffic study which recommended that some timing changes be made to the light on route 11 to compensate. Mark Carpenter asked if Roadway would be willing to enter into an agreement to share the cost of maintaining the light and Mr. Novachek said he would send the request on to Roadway. The developer has prepared a PA DEP Sewage Facilities Planning Exemption Mailer because the project will require an additional 0.7 EDU's of sewage capacity. Bud Grove will have comments at the next meeting.

**(TPF 08-8) CUMBERLAND COUNTY PUBLIC SAFETY BUILDING
SKETCH PLAN**

Chad Brackeen, PE, from K&W Engineers and Pat Slattery from Cumberland County were in attendance to explain the project. Larry Claycomb pointed out that there is no timeframe or formal recommendation associated with a sketch plan submission. They wish to put a 21,000 sq ft building behind the agriculture building along with an accessory garage. The agriculture extension building is going to be retrofitted to accommodate the County Coroner's Office. They will construct a new driveway into the site for employees and deliveries. They will be submitting formal plans at the next meeting and would appreciate any comments that the commission may have. The prison driveway would be aligned with the new driveway. They will also be constructing an Emergency Services Training Facility behind the Public Safety Building. Ted Wise, Director of Public Safety, Doug Glass, Director of 911 Services, and consultant Dale Baer were also at the meeting. Many issues were discussed including, parking, sidewalks, traffic study, environmental impact study, storm water management, hazardous materials, sewer connections, etc. An additional communications tower will also be needed next to the public safety building at least 80 feet high, possibly up to 130 feet. It will be an open lattice free standing tower or monopole which will be self supporting.

**(TPF 08-3) PROPOSED ZONING ORDINANCE AMENDMENT
PERTAINING TO SIGN REGULATIONS
SERVICE STATION CHANGEABLE FUEL PRICE SIGNS**

Mike Buchanan has been in touch with Keith and he will put an amendment together to cover this matter. When that is done, it will be reviewed.

OTHER BUSINESS:

Mike did not get a chance to finish his work on the sign ordinance and he will work on it some more.

Mark Carpenter has been meeting about every other week with Mike Buchanan and Larry Claycomb about the draft Conservation Design Ordinance Amendments. Natural

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Lands Trust will be providing a review of the draft language soon and work will continue to complete the draft. Then the draft will be brought to the Planning Commission for recommendation before being forwarded to the Board of Supervisors.

The idea of perhaps not having Keith Brenneman here at all the meetings was brought up by Mark Carpenter. This would save the Township some money. Mark said Keith would still be available to provide any necessary legal guidance and attend meetings on request as needed. Larry Claycomb suggested that if anyone has legal questions, they should be submitted to him and he would contact Keith Brenneman.

Larry Claycomb began a discussion about NPDES Permits. Larry asked for clarification of what an NPDES Permit is. Bud Grove explained that it is a non-point discharge elimination system, a water quality permit. In special protection watershed areas, like the LeTort Spring Run, you must have it reviewed by the South Central Office of DEP. Anything over one acre of disturbance requires an NPDES permit. A Permit also needs to be renewed every five years. A Final Plan cannot be approved until the NPDES permit is issued. DEP will not issue a permit until there is a Preliminary Plan approval. Therefore, a Preliminary Plan approval should be given, and then they go to DEP to get the NPDES approval and then come back for Final Plan approval. Sometimes a Preliminary / Final is appropriate, especially if it is a very small subdivision. So the Planning Commission should be looking very carefully at requests for Preliminary Plan waiver. Larry Claycomb thought that it would be a good idea to have Bud Grove look at that portion of the issue and give his opinion before the Commission looks at a plan. There was discussion about the definition of a minor plan. Mark Carpenter will let the Planning Commission know when there is a plan coming in which might be asking for the waiver. Mr. Carpenter will put this information in his plan submission procedure list for developers.

The next meeting will be March 24, 2008.

There being no further business, Mike Buchanan made a motion to adjourn the meeting. Tracey Gillespie seconded the motion and it passed unanimously at 9:22 p.m.

Respectfully submitted by

Margie Flatley-Carpenter, CMT
Secretary to the Planning Commission