

**FERGUSON TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**Monday, JANUARY 13, 2020**  
**6:00 PM**

**ATTENDANCE**

The Planning Commission held its first regular meeting of the month/year on Monday, January 13, 2020 at the Ferguson Township Municipal Building. In attendance were:

**Commission:**

Jeremie Thompson- Chair Person  
Jerry Binney- Vice Chair  
Rob Crassweller- Secretary  
Bill Keough  
Ralph Wheland  
Shannon Holliday  
Dr. Ellen Taricani  
Lisa Rittenhouse-Alternate-Absent

**Staff:**

Jenna Wargo, Planning & Zoning Director  
Jeff Ressler, Zoning Administrator  
Kristina Aneckstein, Community Planner

Others in attendance were: Summer Krape, Recording Secretary; John Sepp, Penn Terra Engineering for the Cherry Lane Multi-Use Building; Troy Knecht, HFL Corporation for Cherry Lane Multi-Use Building.

**I. CALL TO ORDER**

**II.** Mr. Jeremie Thompson called the Ferguson Township Planning Commission's regular meeting to order on Monday, January 13, 2020 at 6:12 pm.

**III.**

**IV. APPROVAL OF REGULAR MEETING MINUTES FROM DECEMBER 3, 2019**

Mr. Rob Crassweller stated that the word "forum" is misspelled under the CRPC report. Mr. Keough made a motion to approve the minutes with corrections, Mr. Wheland seconded the motion, and the motion passed unanimously.

**V. CITIZEN INPUT**

**VI. LAND DEVELOPMENT PLANS**

Ms. Aneckstein stated that the Commission will be seeing the West Cherry Lane Multi-Use Building Land Development Plan. Ms. Aneckstein went over the basics of the plan for the Commission. Ms. Aneckstein stated that the modification request has been submitted and the request is to waive the need for sidewalks on both sides of the new driveway entrance onto West Cherry Lane. Mr. John Sepp from Penn Terra Engineering is present to answer any questions. Mr. Sepp stated that he has a presentation he will be showing the Commission and that Mr. Troy Knecht from HFL Corporation is also present to answer any questions.

Mr. Sepp stated that there are two plans the first one will be a lot consolidation plan, the tract is actually in three different parcels. There are two quarter acre parcels with houses on them and a third tract that consists of a hotel, Valvoline, and another house. They are combining the lots into one parcel, once consolidated the three rental homes will be demolished and they will build a 10,000SQ FT three story building. The first level will be an office for HFL Corporation and the second and third story will be 18 work force housing units. There will be 30 parking stalls in front of the building and parking stalls behind the

building and they will have a shared parking agreement with the commercial buildings. There will be a total of 455 spaces provided throughout the project. Mr. Sepp stated that they did receive a variance for parking in the basement. The basement will be used as a storage/maintenance facility for the work force housing units.

Mr. Sepp stated that they will be placing a sidewalk along Cherry Lane. The wavier that is being requested is for a sidewalk that would be located along the driveway entrance, but they have provided a sidewalk in the middle of the building bringing pedestrian's right into the entrance of the building. The modification is not for relief of building the sidewalk but relocating it from what the ordinance says. Mr. Sepp is asking for a conditional approval and for the plan to be passed on to the Board of Supervisors. Mr. Crassweller asked how long the work force housing will stay work force housing. Mr. Knecht stated their contract/grant with PHFA or Pennsylvania Housing and Finance Association is that it needs to be affordable housing for 30 years and will be managed by PMI. Mr. Keough asked what makes them work force housing. Mr. Knecht stated that "work force" is term that we in central PA have adopted to describe affordable housing as defined by PHFA. Mr. Sepp stated that Mr. Knecht has done four of these projects in the area such as Limerock Terrace.

Mr. Keough made a motion to approve the modification request as presented, Mr. Binney seconded the motion, and the motion passed unanimously. Mr. Crassweller made a motion to approve the land development plan based off of the memo from Ms. Aneckstein dated January 10, 2020 and Mr. Ron Seybert's December 11, 2019 memo. Mr. Wheland seconded the motion, and the motion passed unanimously.

## **VII. PLANNING COMMISSION BYLAWS AND RULES OF PROCEDURE**

Ms. Wargo stated that she has met with Mr. Keough and Mr. Pribulka, Township Manager they decided that they don't need to adopt the Bylaws and Rules of Procedure. However, there is some benefit to having these rules of procedure for new members. Ms. Wargo will be taking the procedures portion and making it more user friendly and putting in the Planning Commission welcome packet for new members so if Commission members have any suggestions she is open to add.

Mr. Keough stated that he feels the Commission is well managed right now. Ms. Wargo stated that the Manager wanted to adopt bylaws because the planning commission is the only ABC (Authorities, Boards, and Commissions) without them, but that's what makes Mr. Keough's point so important. The Commission's enabling authority is through the MPC (Municipal Planning Code) no other ABC has that sort of authority so it makes sense for them to have adopted bylaws. Ms. Wargo stated that if anyone has any suggestions to add to the welcome packet let her know. Mr. Keough stated reading a plan was a challenge and suggested a tutorial to the Planning commission, especially new members on how to read a plan/what to look for when reviewing.

## **VIII. OFFICIAL REPORTS AND CORRESPONDENCE**

### **a. BOARD OF SUPERVISORS**

Ms. Wargo stated that the BOS met Jan 6 and was unable to attend she was sick. Mr. Steve Miller was elected Chair and Ms. Laura Dininni Vice Chair. The Board approved the Nixon Kocher Water Treatment Facilities planning module, this was the second time they had to approve this due to an error on the original planning module and deadlines.

**b. CRPC REPORT**

Mr. Thompson stated that he attended the meeting and they looked at the Halfmoon Township zoning amendments and are looking to make some revisions. The Commission discussed the future of transportation, such as Grubhub and Uber especially curb side transport. The next meeting will be Thursday, February 6, 2020, at 7:00 pm in the forum at the COG offices.

**c. LAND DEVELOPMENT PLANS**

Ms. Aneckstein stated the Sheetz land development plan, Harner farm replot, and Orchard View subdivision will be seen at the next meeting.

**d. STAFF UPDATES**

Ms. Wargo stated that the Township will be having a webinar on Wednesday, January, 15<sup>th</sup> on conditional uses and special exception. This webinar is open to any ABC members interested. Ms. Wargo stated that she will be working on the Commission's welcome packet. Coffee and Conversation will be held January 25<sup>th</sup> from 8:00-9:30 am at the Baileyville community hall.

**X. ADJOURNMENT**

Mr. Thompson called for a motion to adjourn the January 13, 2020 Planning Commission meeting. Mr. Crassweller made a motion, Mr. Binney seconded, and the motion passed unanimously. The meeting was adjourned at 7:15 pm.

Respectfully Submitted,

  
\_\_\_\_\_  
Rob Crassweller, Secretary  
For the Planning Commission

