



TOWNSHIP OF FERGUSON

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**Pine Grove Mills Small Area Plan Advisory Committee
Regular Meeting Agenda
Thursday, September 22, 2022
4:00 p.m.**

Zoom Link: <https://us02web.zoom.us/j/82033558920>

I. CALL TO ORDER

II. CITIZEN'S INPUT

III. APPROVAL OF MINUTES

1. August 25, 2022, Regular Meeting

IV. UNFINISHED BUSINESS

1. REVIEW OF PROPOSED VILLAGE ZONING DISTRICT EXPANSION

Jordan Robb, Land Use/Regulatory/Recreation

Staff met with Mr. Robb and Mr. Heller to review the existing Village Zoning District Boundary and potential properties to be included in Village Zoning District. Included in the agenda is a map showing the proposed Village Zoning District Boundary.

Village zoning permits more uses versus Single Family Residential (R1). Included in the agenda are maps of the existing zoning districts in and around Pine Grove Mills, as well as the Township's Quick Views for the Rural Residential, Village, and Single-Family Residential zoning districts. Staff has provided a draft Village Zoning District map based on the sub-committee meeting for review by the Committee and a flowchart outlining the process to amend a zoning district boundary.

The Committee is being asked to review current use regulations and boundaries and identify if there are any additional amendments that the Committee would like to recommend to the Planning Commission.

Recommended Motion: Move that the PineSAP recommend to the Planning Commission to amend the Village Zoning District in Pine Grove Mills, as provided in the agenda.

Staff Recommendation: That the Committee review the draft Village Zoning District boundary.

2. WINTER DÉCOR IDEAS

Kristina Bassett, Community Planner

Staff has compiled a selection of streetlight décor options. Provided with the agenda are selected streetlight pole décor options for review by the Committee. The décor options are in addition to the seasonal banners previously discussed. Since this work will be completed by Public Works, staff is recommending that the Committee choose no more than three décor options to be

installed throughout the year, in addition to the seasonal banners.

Recommended Motion: Move that the PineSAP approve the streetlight décor as discussed.

Staff Recommendation: That the Committee review and choose no more than three décor options to be installed throughout the year.

3. TIPS AND TRICKS FOR DEVELOPMENT DISCUSSION

Kristina Bassett, Community Planner

Developing a property can be an arduous task and difficult to know where to start. Meeting with Township Staff prior to starting work is a good way to start. Staff has put together a flow chart showing the major steps in the Land Development and Subdivision Process in Ferguson Township. The process shown highlights where the Township is involved.

Recommended Motion: This is a discussion item.

Staff Recommendation: That the Committee review the document and provide additional comments.

4. PINE GROVE MILLS SMALL AREA PLAN IMPLEMENTATION UPDATE

The Committee divided up the Action Steps described in the Small Area Plan based on general categories. As a reminder, the responsibility of each “champion” is to oversee their respective categories and ensure the Action Steps are prioritized and implemented in accordance with the goals described in the plan document and work program. The following are the categories for each Committee member:

Land Use/Regulatory/Recreation – J. Robb

Community Engagement/Events – L. Grove

--Kish Bank Invitation

History and Heritage – S. Holliday

Public Infrastructure/Multimodal Transportation – P. Tomkiel

Economic Development – M. Heller

Follow the link below to access the web tracker.

[Pine Grove Mills Small Area Plan Action Steps Tracker](#)

V. Staff Update

VI. OPEN DISCUSSION

VII. ADJOURNMENT



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**Pine Grove Mills Small Area Plan Advisory Committee
Regular Meeting Minutes
Thursday, August 25, 2022
4:00 p.m.**

Zoom Link: <https://us02web.zoom.us/j/82033558920>

I. CALL TO ORDER

The Pine Grove Mills Small Area Plan Advisory Committee held a regular meeting on Thursday, August 25, 2022, via Zoom. In attendance were:

Committee: Matt Heller, Chair; Paul Tomkiel, Vice Chair; Liz Grove, Secretary; Jordon Robb; Shannon Holliday

Staff: Jenna Wargo, Director of Planning and Zoning; Kristina Bassett, Community Planner; Liza Ruhf, Planning and Zoning Administrative Assistant

Citizens: Laura Dininni

Mr. Heller called the meeting to order at 4:04 p.m.

II. CITIZEN'S INPUT

No citizen's input was heard.

III. APPROVAL OF MINUTES

Ms. Grove moved that the Advisory Committee approve the July 28, 2022, Regular Meeting Minutes. Mr. Tomkiel seconded the motion.

IV. UNFINISHED BUSINESS

1. REVIEW OF THE DRAFT PINE GROVE MILLS SMALL AREA PLAN "CALL TO ACTION" POSTCARD/MAILER

Ms. Wargo stated that they were focusing on the back side of the postcard so that it could be mailed easily. It could be redesigned to leave some open space, perhaps having a QR code and a URL. Ms. Wargo stated then it could be printed.

Mr. Tomkiel moved that the Advisory Committee approve the design of the Pine Grove Mills Small Area Plan postcard, contingent on said revision and Ms. Grove's review. Ms. Holliday seconded the motion.

2. REVIEW OF DRAFT LETTERS OF SUPPORT

a. PA SENATE BILL 919

Mr. Tomkiel reported that pending legislation, it was illegal to have community solar farms. This Bill sought to remedy such and the Committee wanted the Board of Supervisors to sign in support of the Bill.

Mr. Heller moved that the Advisory Committee present Senate Bill 919 to the Board of Supervisors for support. Ms. Grove seconded the motion.

b. PA HOUSE BILL 1555

Mr. Tomkiel stated that Bill 1555 was similar to Bill 919, the differences being the technical language and it being a House bill.

Mr. Heller moved that the Advisory Committee present House Bill 1555 to the Board of Supervisors for support. Ms. Holliday seconded the motion.

3. REVIEW OF WELCOME LETTER TO KISH BANK

Mr. Tomkiel reported that he had written a letter from the Committee to the Bank expressing gratitude and their shared goals. Mr. Heller suggested that the letter be hand delivered, as it would provide an opportunity to introduce themselves. Ms. Grove and Mr. Tomkiel volunteered to deliver the letter.

Ms. Holliday moved that the Advisory Committee accept the letter to Kish Bank that Mr. Tomkiel had drafted. Ms. Grove seconded the motion.

4. PINE GROVE MILLS SMALL AREA PLAN IMPLEMENTATION UPDATE

The Committee divided up the Action Steps described in the Small Area Plan based on general categories. As a reminder, the responsibility of each "champion" is to oversee their respective categories and ensure the Action Steps are prioritized and implemented in accordance with the goals described in the plan document and work program. The following are the categories for each Committee member:

Land Use/Regulatory/Recreation

- Mr. Robb had nothing additional to report.

Community Engagement/Events

- Ms. Grove reported that the Happy Valley Adventure Bureau would be hosting the Mid-Atlantic Tourism Alliance Media Marketplace, an opportunity for PR professionals and travel journalists to discuss story ideas and tour the Happy Valley destination. Ms. Grove would share the story of Pine Grove Mills and the village with them. Ms. Grove also reported that she had been contacted by the granddaughter of the man who had built Pine Grove Hall to share with her that her grandfather had had fifteen (15) intact instruments that had been donated to a museum and they had restored and played them with the agreement that if they went out of business, they would be returned to Pine Grove Hall. The granddaughter had brought them to Ms. Grove! Ms. Grove discussed the need for creating a museum or similar for Pine Grove Mills so that people could donate such items. She also suggested having a conversation with the students from the Penn State School of Music to gauge any interest. Ms. Grove stated that she had been given one (1) year to figure out where to put the instruments and she would keep the Committee updated and put it on the Agenda in the future. Mr. Tomkiel would reach out

to individuals who might have storage space and Mr. Heller would reach out to other communities with similar artifacts in museums.

History and Heritage

- Ms. Holliday reported that she was in the process of meeting people and having conversations still. She would provide her new contact information to those in the group to share with anyone they might encounter who would have any relevant information.

Public Infrastructure/Multimodal Transportation

- Mr. Tomkiel reported that he had no updates.

Economic Development

- Mr. Heller reported that he and Mr. Robb had had a conversation with Township staff regarding the expansion of the village district. Mr. Robb reported that they were looking at potential changes to zoning to support the small area plan, including making simple changes to accommodate a more diverse and denser population, perhaps ones that would allow multifamily dwellings, attached dwelling units, etc. Ms. Bassett shared the current map of the village district and the area proposed as the new district; it would be extending the natural boundary and would add more density and housing to Pine Grove Mills. Ms. Wargo informed the group that the Township had a workforce housing ordinance and that if they wanted to rezone, they would need to address such. Mr. Heller discussed the education that might need to occur for current residents; perhaps they could start with a brochure and/or an open forum. Mr. Robb mentioned a picnic that would be held on September 17 at Greenwood State Park and they could share the information with friends and family. Ms. Grove suggested putting the information on the postcards.

Follow the link below to access the web tracker.

[Pine Grove Mills Small Area Plan Action Steps Tracker](#)

5. CECIL IRVIN PARK MASTER PLAN UPDATE

Ms. Wargo stated that all of the information from the Public Works Department was on the Agenda.

Ferguson Township Public Works Department is working on developing a change to the phasing of improvements to meet grant application funding based on the community input received in 2021. This has been an iterative process to match funding/project costs with the desired improvements. Public Works expects to restart working on this in September after this year's capital projects are finished.

6. PARKING SPACE STRIPING UPDATE

Ms. Wargo stated that all of the information from the Public Works Department was on the Agenda. The road was a PennDOT road so it had additional requirements. Mr. Tomkiel was grateful that it was a high priority.

This project is included in Public Works' project list and is anticipated to be completed in 2023.

7. SIDEWALK GRANT UPDATE

Ms. Wargo stated that all of the information from the Public Works Department was on the Agenda. Mr. Robb enquired about parking on Water Street. Ms. Bassett reported that they had

looked at parking when they had walked around, but they might need space for the sidewalk and it might depend on the right of way.

The kickoff meeting was held. Public Works will prepare the RFP for Engineering Services. The RFP has to meet PennDOT procurement process requirements. Once the RFP is on the street and Letters of Interest submitted, Public Works will choose their top responses and ask for cost proposals. There is a hard deadline of August 21, 2023, for the bid deadline. Public Works is anticipating construction in 2024.

V. STAFF UPDATE

Ms. Wargo reported that she had attended the Tree Commission for information regarding the spotted lantern fly. She reported that they would have it as a topic in their newsletter in September. They had acknowledged that it was an issue.

VI. OPEN DISCUSSION

Ms. Grove requested an update on the banner project. Ms. Wargo stated that the design of the flags could be started and as far as the banner across the road, they would need an analysis study completed by engineering, which might use all of the grant money. The goal was to establish footers and the infrastructure to hold the banners.

Mr. Tomkiel reported that the Pine Grove Mills farmer's market harvest festival would be on September 29th.

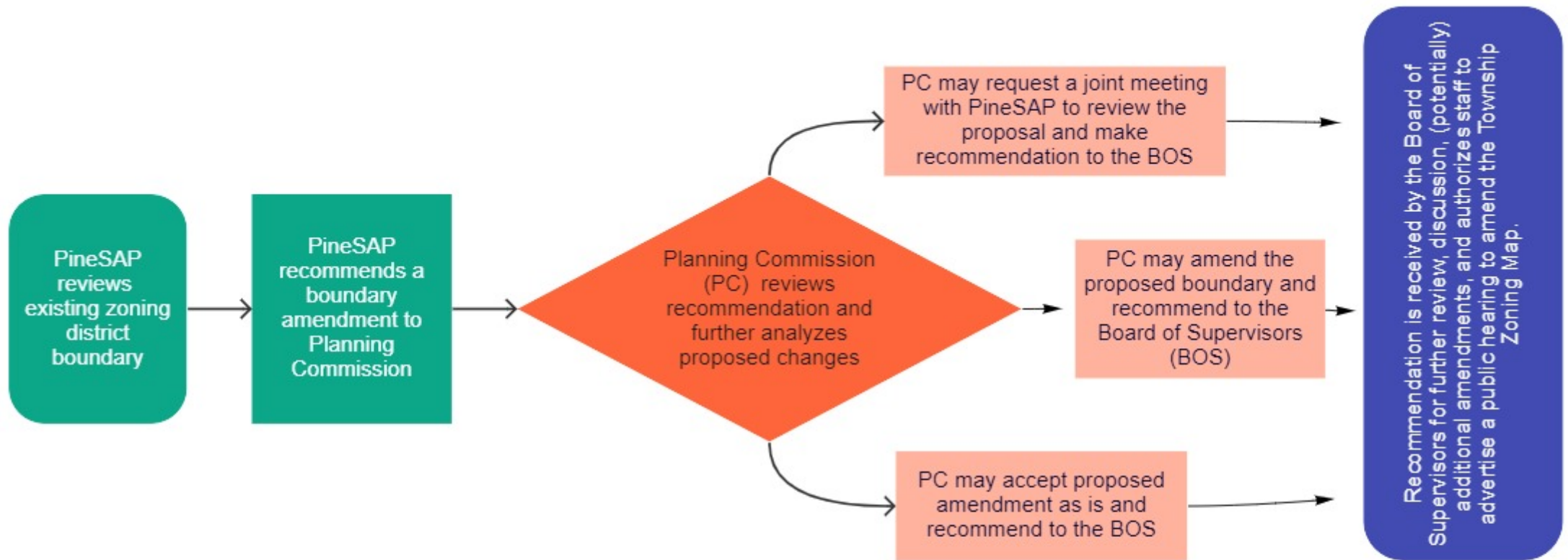
VII. ADJOURNMENT

Mr. Heller moved to adjourn the Pine Grove Mills Small Area Plan Advisory Committee Regular Meeting. Mr. Tomkiel seconded the motion. The meeting was adjourned at 5:48 p.m.

RESPECTFULLY SUBMITTED,

Liz Grove, Secretary
Pine Grove Mills Small Area Plan Advisory Committee

Zoning Map Amendment Process



Proposed Changes, Amendments, and/or Revisions to Zoning in the Pine Grove Mills Small Area Plan Region/District

09/21/2022

Goal: To provide education, knowledge, and opportunity for residents, potential residents, and property owners/investors both for the creation of viable and appropriate commercial/business development and for demographic/resident support of a thriving Village District so that development is fostered and supported in a way that supports the findings PGM SAP.

9/21/22

1. Proposed Zoning related Actions

- a. Zoning District Boundary Alterations
- b. Overlay District
- c. Community Education

2. Zoning District Boundaries

a. Extend Village District

i. Scope:

1. Extend to St. Pauls on the West end of the existing Village District
2. Extend to Meckley Drive and Rt 26 intersection on the East end of the existing Village District
3. Extend to Chestnut Street on Water Street
4. Potentially consider a portion of Nixon??

ii. Why Extend Village District

1. The extents will match the current natural perceived extent of the PGM Village
2. Match street parking – current extents
3. Include current businesses/properties
 - a. IE Limestone Inn
4. Include more development opportunities
 - a. Larger Parcels
 - i. Potential for building, parking, infrastructure could be provided on the same lot.
 - ii. See Overlay District
 - b. Sahakian Property
 - i. Change would allow duplexes and townhomes
 - ii. Broader demographic
 - iii. Support/Patron/Work in neighborhood/Village District
 - iv. See Overlay District

3. Overlay District - Adds restrictions and/or requirements inside the extents of the overlay to address

- i. Streetscape
 - ii. At Home business potential
 - 1.
 - iii. Attached/Accessory Dwelling
 - b. Limit to the type of development affected by overlay
 - i. Multifamily
 - ii. Commercial
 - iii. Residential (attached dwelling)
 - c. **Streetscape** - Additional requirements could support, affect, require, or limit opportunity, beauty, community, safety, accessibility, transportation
 - i. Sidewalks
 - ii. Landscaping/Trees
 - iii. Retaining walls
 - iv. Building materials
 - d. **At Home Business**
 - i. New or Proposed Multifamily
 - 1. Require a turnkey approach to at home business
 - a. 1st floor space designated as potential for at home business
 - 1. Meets limitations for
 - a. Size
 - b. Accessibility
 - c. Restroom
 - d. Separate entrance
 - b. Could be provided or easily added or converted but it must be demonstrated that it is possible
 - e. **Parking**
 - i. Additional parking requirements
 - ii. Support residences and at home business
 - iii. Require additional street parking where applicable
 - iv. In addition to required parking for the actual use
 - f. **Attached Dwelling** - This is either a change to the requirements/limitations of R1 District or an Overlay or both.
 - i. Limitations
 - 1. Main home must be owner occupied
 - 2. Limit size to a percentage of the main house and or Max SF.
 - 3. Limit the number of unrelated persons
 - 4. Restrictions could address Airbnb/VRBO Vs Rental
 - 5. Rental Permits Required
 - ii. Benefits
 - 1. Demographic and population density and diversity
 - 2. Provides homeowners with more opportunity
 - a. Care for their family
 - i. Elderly
 - ii. Persons with special needs

1. Generate revenue
 - a. Invest back into their home and the community
4. **Education** – provide a forum for the education of property potential, procedures for approvals and permitting, and limitations and restrictions as it relates to Zoning
 - a. Townhall
 - i. Invite current property owners, residents, developers, and real estate agents
 - ii. Present
 1. Current Opportunities in Village
 2. Proposed Changes
 3. Potential Conflicts
 - b. Online
 - i. Page addressing relevant information
 1. Zoning ordinance
 2. Overlay District
 3. Appendixes
 4. Procedure/flow chart
 5. Opportunity Narrative

DRAFT

Zoning Districts

- Village (V)
- General Commercial (C)
- Forest/Gamelands (FG)
- Rural Agricultural (RA)
- Rural Residential (RR)
- Single Family Residential (R1)

RA



R1

C

C

RR

V

RR

FG

RR



Zoning Districts

- Village (V)
- General Commercial (C)
- Forest/Gamelands (FG)
- Rural Agricultural (RA)
- Rural Residential (RR)
- Single Family Residential (R1)

RA

R1

C

C

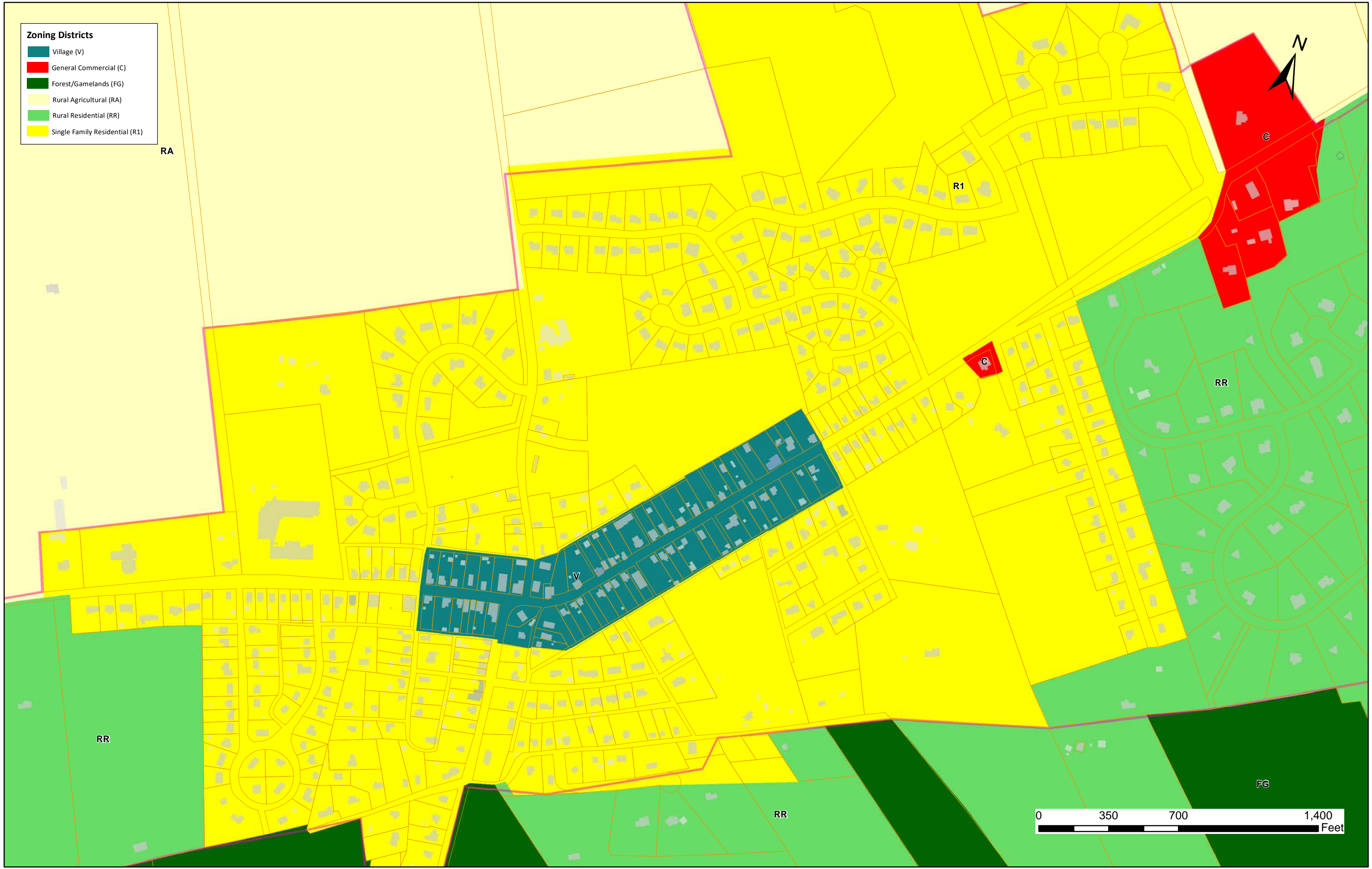
RR

V

RR

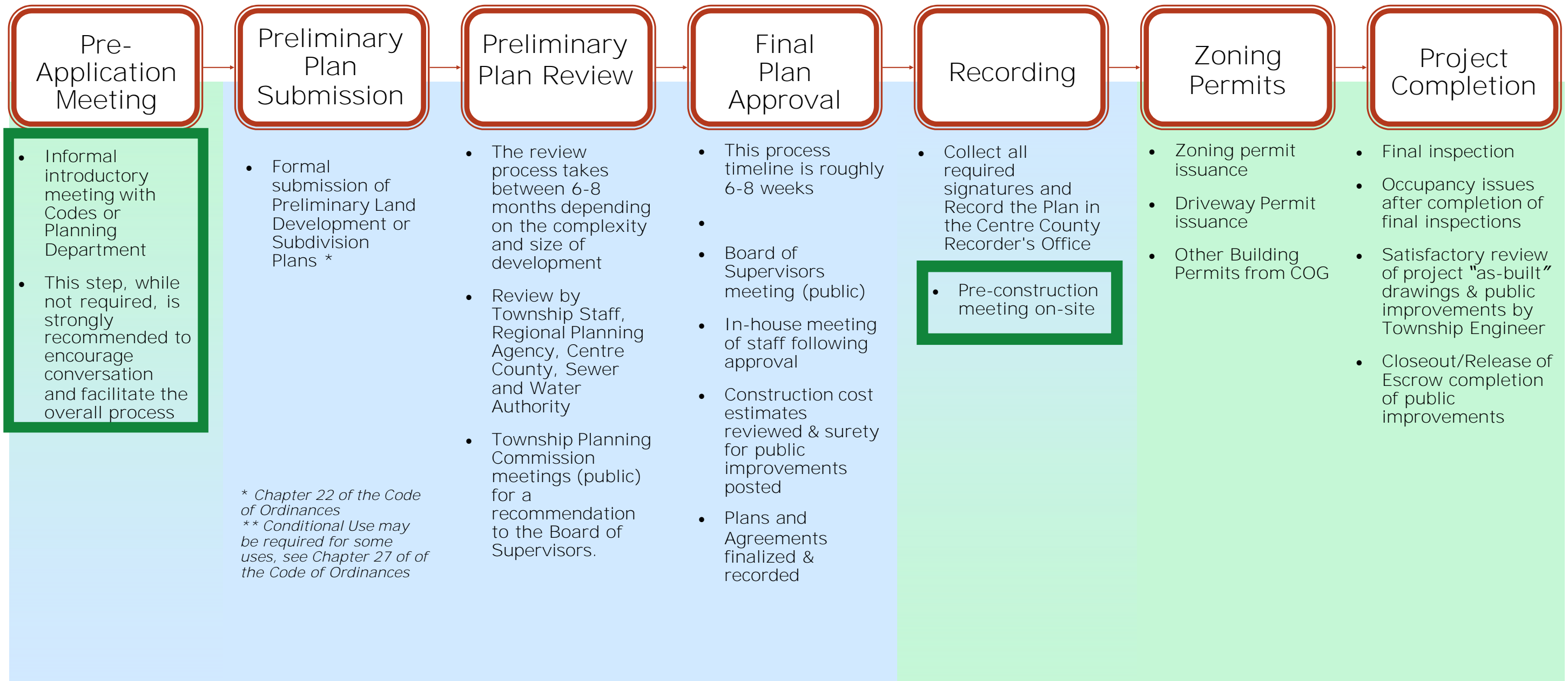
RR

FG





TOWNSHIP DEVELOPMENT PROCESS



The green outline indicates steps in which the applicant is involved. Once a plan is submitted, Twp. Staff assures that the proper consultants are contacted and that the process moves efficiently – including notifying the applicant when action is required.

**Waivers from Chapter 22 can be requested from the Board of Supervisors
Variances from Chapter 27, requiring a hearing from the Zoning Hearing Board, can be requested

twp.ferguson.pa.us
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Ferguson Township Land Development/Subdivision Process

OVERVIEW

The process of developing a piece of land into a residential community, a business or office is complicated, and involves technical design aspects, as well as interactions with many different agencies for permits and approvals. This brief provides an overview of the land development process in Ferguson Township along with typical permitting and approval requirements.

The flow chart below shows an approximate process, but there are many steps that can involve review and revision. Getting the necessary permits and approvals to develop a piece of land can take 10 – 18 months in Ferguson Township.

TOWNSHIP REGULATIONS (ORDINANCES)

First, an assessment of the property of interest needs to be conducted to determine the opportunities and constraints.

The developer needs to determine what zoning district the property of interest is in and what type of use or development may occur within the designated zoning district. The zoning for a particular district commonly regulates the types of use that can exist within that district, minimum and/or maximum lot sizes, building height maximum, setbacks and impervious coverage.

The developer may proceed in accordance with the approved zoning, “use by-right” (use permitted by the zoning district), or seek a **variance**, may need a **conditional use** or **special exception**.

These requests add additional costs and time to the approval process. The developer also has the option to request that the property be rezoned, but this is a more complicated legislative process. Refer to Article VI of the Pennsylvania Municipalities Planning Code (see Act 247, as amended) for more information about rezoning.

Ferguson Township Code of Ordinances, Chapter 22, Subdivision and Land Development Ordinance (SALDO), outlines requirements for development, such as street width, location of sidewalks, and the required process for submitting subdivisions and land development plans for municipal review.

A developer can request a **Modification or Waiver** from some requirements of Chapter 22. This request is placed on the Board of Supervisors agenda to be acted upon.

A Township can enact additional ordinances that can affect the design of a new development such as stormwater, lighting, or landscaping. The developer needs to determine if the property is or can be served by public water/sewer or if private wells and on-lot septic treatment will be needed. Physical characteristics of the site including soils, sinkholes, floodplains, wetlands, steep slopes, subsurface conditions, streams, habitat, and vegetation need to be assessed. This can be a confusing and arduous task for the average person. An informal meeting with Township staff can ensure all areas of concern are addressed and to streamline a submission for review.

TOWNSHIP REVIEW

The Pennsylvania Municipalities Planning Code defines the process for submitting preliminary and final plans, and outlines the timeline for municipal action.

The Township review process starts with the submission of the preliminary plans. A Pre-Application meeting with Township Staff is highly recommended to ensure all steps are outlined.

FERGUSON TOWNSHIP LAND DEVELOPMENT/SUBDIVISION PROCESS

Ferguson Township has a planning commission that reviews preliminary plans before forwarding them to the Board of Supervisors. Centre County and Centre Regional Planning Agency also receive the preliminary plans for review and comment. When the design is complete and other agency approvals or permits have been acquired, final plans are submitted to the municipality for review and approval.

Other Approvals and Permits:

A developer must obtain many permits and approvals, and submit a variety of supporting documents.

These may include:

1. NPDES permit (erosion and sediment control) and stormwater management post-construction;
2. PennDOT Highway Occupancy Permit (HOP), if the development is accessed from a state road;
3. A Traffic impact study (TIS);
4. A sewage planning module approval (Act 537) with acceptable percolation test results if the development is to be served by on-lot septic systems Or a Letter of Intent to Serve from sewer and water authority,
5. Water Obstruction and Encroachment Permit (Ch 105 Permit) from PA DEP and Section 404 Permit from U.S. Army Corps of Engineers, or a joint permit (Pennsylvania State Programmatic General Permit, PASPGP) if there will be any fill or earth disturbance in, or crossing over, a wetland, watercourse or floodway. (This would also require a variance from Ferguson Township Zoning.)

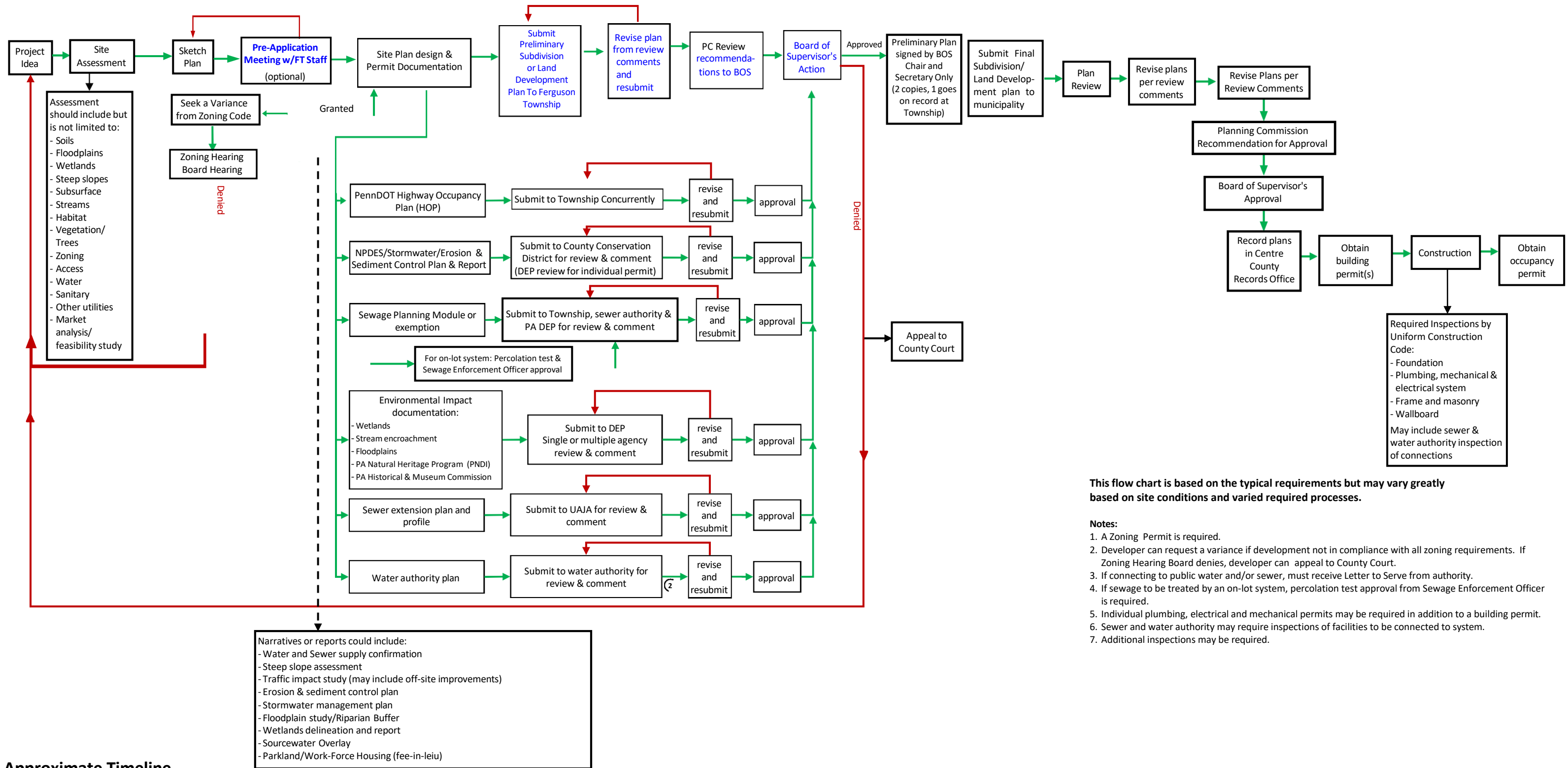
Once a plan meets all the ordinance requirements and permits approved, the Preliminary Plan is reviewed by the Planning Commission for a recommendation to the Board of Supervisors. The Board of Supervisors reviews the plan and considers Planning Commission's recommendation. The Final Plan can be submitted once the BOS Chair and Secretary sign the Preliminary Plan. The Final Plan goes through the same review process as the Preliminary.

Final Steps

After all the required permits, approvals, and the municipality has approved the Final Plans, the Plans are recorded in the Records Office. Once the plan is recorded, permits for site work and infrastructure improvements can be issued.

During this process the sewer and water authority may require inspections of infrastructure that is connected to public systems. Finally, before the construction of homes can begin, one or more building permits must be obtained from the municipality or Centre Code.

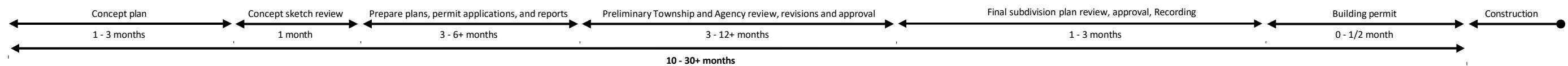
Typical Subdivision/Land Development Process in Ferguson Township



This flow chart is based on the typical requirements but may vary greatly based on site conditions and varied required processes.

- Notes:**
1. A Zoning Permit is required.
 2. Developer can request a variance if development not in compliance with all zoning requirements. If Zoning Hearing Board denies, developer can appeal to County Court.
 3. If connecting to public water and/or sewer, must receive Letter to Serve from authority.
 4. If sewage to be treated by an on-lot system, percolation test approval from Sewage Enforcement Officer is required.
 5. Individual plumbing, electrical and mechanical permits may be required in addition to a building permit.
 6. Sewer and water authority may require inspections of facilities to be connected to system.
 7. Additional inspections may be required.

Approximate Timeline



You're Invited

William P. Hayes, Chairman and CEO of Kish Bank, cordially invites you to a reception celebrating the grand opening of Kish's new Pine Grove Mills branch!

Tuesday, September 27 | 5:30-7:30 p.m.

511 E. Pine Grove Road
State College, PA 16801

Beverages and heavy appetizers will be served, and attendees will have the chance to enter to win the week's grand prize of a **\$1,000 Kish Travel voucher!**

Please RSVP by September 19 to events@kishbank.com. Business casual attire is recommended.

