

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSHOP MEETING
MONDAY, JULY 13, 2015**

The regularly scheduled workshop meeting of the Hilltown Township Board of Supervisors was called to order by Chairman John B. McIlhinney at 7:05 PM and opened with the Pledge of Allegiance. Also in attendance were Vice-Chairman Kenneth Bennington, Supervisor James Groff, Township Manager Richard Schnaedter, Chief of Police Christopher Engelhart, Township Solicitor Steve Harris, and Township Engineer C. Robert Wynn.

1. ANNOUNCEMENTS: Chairman McIlhinney announced the Board of Supervisors will meet in executive session after the meeting to discuss general information on the agendas.
2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.
3. CONSENT AGENDA:
 - a) Minutes of the June 22, 2015 Board of Supervisor's Meeting
 - b) Financial Report – June, 2015
 - c) Cell Tower Lease Extension signature from BOS

Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to accept and approve items a) through b) on the Consent Agenda. Item c) Cell Tower Lease Extension signature from BOS was tabled until the next Board meeting.

4. UNFINISHED BUSINESS: None.
5. NEW BUSINESS:
 - a) Lynn Bush – Township Comprehensive Plan – Lynn Bush, Executive Director of the Bucks County Planning Commission, discussed where the Bucks County Planning Commission was at with the Comprehensive Plan, what direction they are going in, and getting any clarifications that the Board of Supervisors would like to offer. Chairman McIlhinney stated when the Comprehensive Plan update was authorized, he thought the Board was fairly specific when they said to please concentrate on the commercial and industrial areas, making sure the locations and the sizing was appropriate to encourage development. The Board indicated they are quite pleased with the current residential areas in the Comprehensive Plan and Zoning Ordinance, which has been continuously updated. The Board is looking for a Comprehensive Plan that would basically update all of the necessary normal things in regards to improvements that have been made over the years along with the statistics, etc. Chairman McIlhinney continued to state, from what he has been hearing, the concentration has been on re-doing the

Page 2

Board of Supervisors

July 13, 2015

residential and/or adding new sections to the residential with no mention as to what was happening with the commercial or industrial areas. Ms. Bush stated the team has met with the Hilltown Planning Commission three times and has focused very clearly on the notion of taking the current Comprehensive Plan and updating it as needed. At the meetings in April, May, and June, one of the topics that were discussed was whether or not a survey of residents was desired. The Planning Commission encouraged the team to take the old survey, update it slightly, and give the Board a draft to consider as to whether or not they would like to do a survey. Much of the time the first three meetings was devoted to a general overview, if a survey should be completed and conducted by the Township, and that is where the process is at this time. Ms. Bush stated a new section that was added to the contract, specifically, was non-residential and economic developments. To the best of her knowledge, after reviewing all of the discussions that has occurred, Ms. Bush is not aware of any suggestions that anything be changed with regard to the residential zoning and residential options, and if she is totally misinformed, please let her know. Chairman McIlhinney stated one of the items from the April 20, 2015 meeting indicated new chapters for Historical Recreational and Scenic Resources, Energy Conservation Sustainability, Township Finances, Hazard Mitigation, and Solid Waste Management. Chairman McIlhinney noted these are all notable and good things but it doesn't sound like the Comprehensive Plan is just being updated by starting all of these new chapters, and, as a Board, it was simply asked that the Bucks County Planning Commission update what the Township currently has and look at the commercial and industrial. Ms. Bush stated all of the new chapters were included in the contract proposal which was all signed and agreed to and she knew the Board was not interested in the Scenic Resources and nothing has been done on that. Ms. Bush said they included the Historic Open Space Resources for two reasons: 1. The Township has done some work on the history of Hilltown and some of the areas that are considered to be part of the fabric of the Township were included in the proposal. 2. Since the last Comprehensive Plan, the Municipalities Planning Code changed and it is very strong that zoning ordinances shall protect historic resources. Chairman McIlhinney stated the Board wants to make sure that they aren't infringing on the individual's property rights. Chairman McIlhinney stated, at the first meeting, there seemed to be an excessive amount of time spent on the residential survey and it seemed to be in opposition to what the Board had asked the Bucks County Planning Commission to look at. Chairman McIlhinney stated the Township has a lot of three acres lots, a lot of 50,000 SF lots, a lot of farms, and that is what makes Hilltown different. Ms. Bush stated if there was a suggestion that the Township be changed it certainly was not instigated by anything that she directed her staff to do and she will go back and double check that. She was quite clear with her staff that it wasn't an area to re-visit for any reason. The survey was part of the proposal. It was

Page 3
Board of Supervisors
July 13, 2015

an optional item, with no requirement to have it done. The direction came from the Township Planning Commission that they wanted to pursue the survey as an option and that is why it was done. Ms. Bush continued to state if the Board feels that the survey is a direction that they do not want to go in, they will be happy to stop on that work. Chairman McIlhinney stated, speaking personally, if you have a Township that you like, you like the appearance of it, and it is satisfying all of the needs as well as the high density, medium, and rural areas, why would it be tinkered with. He continued to question if the survey was being done so it can be tinkered with or is the survey being done to look at the commercial and industrial. A decision has to be made on how to proceed. Ms. Bush stated there are two principals at work: 1. Are we now in a place where we are satisfied with residential. 2. We are updating a 2003 plan, should we then ask those same questions, or as much as possible, and perhaps gauge how much progress was made toward the goals of 2003. It is a policy decision and it is up to the Board. Ms. Bush stated they took quite seriously the Board's suggestion that the Comprehensive Plan be updated as opposed to re-inventing so that defines the nature of the survey and it may not be appropriate for twelve years later. Chairman McIlhinney stated twelve years ago, the Township was just starting with the Parks and Recreation so it doesn't mean everything is going to stop and go in a new direction. Ms. Bush stated they are happy to stop the survey with the understanding that the Board thinks those decisions have already been made and it doesn't make sense to try and revisit them again. She also stated another option for consideration is, if the focus is on the business community and they think it is important to gather information directly from business or industrial owners would then be tailoring a survey to their needs. It was not part of anything that was discussed previously, but, Ms. Bush stated she is sensing the questions were relevant in 2003 but not may be relevant in 2015. If it is the consensus of the Board, no more work will be done on the survey until after the Board discusses it with the Planning Commission. Chairman McIlhinney stated it is important to address the commercial and industrial because it is a limited area. Ms. Bush discussed the other chapters that were in the proposal such as Hazard Mitigation (to identify specific actions Hilltown Township needs to do in order to comply with PEMA), and Solid Waste Management (optional but there are some obligations and some guidance from DEP). Chairman McIlhinney asked if putting these items in the Comprehensive Plan inhibit the Township from doing different things. Solicitor Harris stated the Township could amend the Comprehensive Plan. Supervisor Groff asked Solicitor Harris if the Comprehensive Plan should be consistent with the Zoning Ordinance since they will overlap with one another. Solicitor Harris stated it needs to be asked if the Comprehensive Plan is inconsistent with the Zoning Ordinance. Supervisor Groff stated, if it is, does it make sense to make it consistent because that

Page 4
Board of Supervisors
July 13, 2015

would be part of the update of the Comprehensive Plan. Chairman McIlhinney stated they both should be consistent, and in the same process, commercial and industrial should be looked at to make it better. Ms. Bush stated the future land use plan would reflect the current residential zoning and the issue of non-residential and economic vitality may or may not result in a map change. The team will look at that and also the areas of non-residential, commercial, and industrial land being used for residential, which also may or may not result in a map change but possibly a recommendation that the zoning regulations be reviewed. Supervisor Bennington thanked Ms. Bush for coming to the Board meeting and his main concern is, after reading the Planning Commission minutes, there is a lot of misunderstanding between the Planning Commission members and the Bucks County Planning Commission representatives, and to make sure they are on the same page because the direction from the Board was to update and not do a complete overhaul. Supervisor Bennington also asked Terry Carnes, Vice Chairman of the Planning Commission, to take the message back to the Planning Commission. He also stated he is not adverse to a Town Meeting at the end but he is still not convinced with a survey. Supervisor Groff agreed with Supervisor Bennington's comment. Ms. Bush stated she is not hearing a lot of support for the residential survey but it is possible to do a survey which is geared to the business owners and business tenants of the Township. Chairman McIlhinney stated for Ms. Bush to tell the Township what they can do to encourage more businesses to come into the Township. Ms. Bush stated they will look at the zoning regulations and see if they fit with the actual configuration of the properties and if an incentive needs to be built into the zoning ordinance that would encourage people to combine properties, allow them to reduce setbacks, or allow people who are abutting current commercial to ask for re-zoning for that piece of property so they can put something of mass that will work as commercial, institutional, or industrial. Supervisor Groff said he does not know if the goals of the current Board are the same as it was when the Comprehensive Plan was initially written and questioned if the maps get updated. Ms. Bush stated the land use map will get updated along with the future land use map which is the aspirational plan for the future of the Township and her team will tackle going over goals and will roll with an action plan. Supervisor Bennington stated he would like to make sure the Township Planning Commission and the Bucks County Planning Commission are on the same page, he is very pleased where Hilltown Township is now, and he wants this to just be an update and not a complete re-write of the Comprehensive Plan. Terry Carnes, Vice-Chairman of the Planning Commission, stated a good amount of time was spent on the survey, it was specifically a residential survey, and it was talked about at their last meeting as to when will they emphasize reaching out to the businesses and the farmers. More than half of the Planning Commission did

Page 5
Board of Supervisors
July 13, 2015

not know, specifically, the supervisors wanted to focus on expanding business. He continued to state there is a general sense of the Planning Commission that a lot of time was spent in the wrong direction and they appreciate hearing that the Board wants to emphasize business development. It was discussed more time is needed for the Bucks County Planning Commission so when everyone gets back together, they will be heading in the direction as to how they can improve and expand the plan for the businesses. Ms. Bush stated one of the things she needs to resolve is that the plan is just an update and it is also a shift of direction to the business community. Chairman McIlhinney stated the Township has done 10 years of studious work on the residential portion, items that were good were immediately added to the ordinance, and they are not going to re-invent it all. Ms. Bush stated the comprehensive plan will reflect what has been accomplished and what the Supervisors want to accomplish.

b) Emergency HVAC System Repair – Township Building (Police Side) – Township Manager stated the Police Department has some issues with the air conditioning units and options had been looked at as far as repairs and a new system. In speaking with the Township Solicitor, he indicated the Township could go for an emergency repair for the Police Department without the formal bidding process. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, to authorize the invoices by Diversified Refrigeration Incorporated for the repair of the Police Department air conditioning units in the amount of \$38,524.00. There was no public comment.

6. SUPERVISOR'S COMMENTS: Chairman McIlhinney stated the police radios will be on the agenda for the next meeting in regards to paying them off to save the interest.

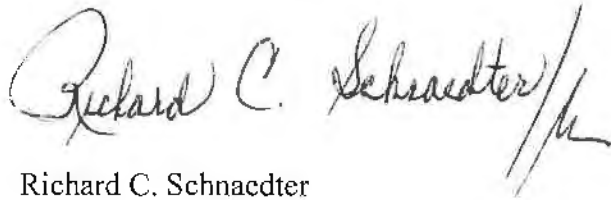
7. PUBLIC COMMENT: None.

8. PRESS CONFERENCE: No members of the press were present.

9. ADJOURNMENT: Upon motion by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, the July 13, 2015 Hilltown Township Board of Supervisors Workshop Meeting was adjourned at 7:50 PM.

Page 6
Board of Supervisors
July 13, 2015

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard C. Schnadter". The signature is written in dark ink and includes a stylized flourish at the end.

Richard C. Schnadter
Township Manager/Secretary

(*NOTE: These minutes were transcribed from notes and recordings and should not be considered official until approved by the Board of Supervisors at a public meeting).