

**HILLTOWN TOWNSHIP PLANNING COMMISSION
REORGANIZATION MEETING
TUESDAY, JANUARY 19, 2021**

The reorganization meeting of the Hilltown Township Planning Commission was called to order by Chairman David Christ at 7:00 PM and opened with the Pledge of Allegiance. Also present were Planning Commission members Jon Apple, Brooke Rush, Eric Nogami, and Frank Henofer.

1. REORGANIZATION-NOMINATION AND ELECTION OF OFFICERS FOR 2021

a) Chairman – Motion was made by Mr. Nogami, seconded by Mr. Apple and carried unanimously to appoint Mr. Christ as Chairman of the Planning Commission. There was no public comment.

b) Vice-Chairman – Motion was made by Mr. Apple, seconded by Mr. Henofer and carried unanimously to appoint Mr. Rush as Vice-Chairman of the Planning Commission. There was no public comment.

c) Secretary – Motion was made by Mr. Rush, seconded by Mr. Henofer and carried unanimously, to appoint Mr. Nogami as Secretary of the Planning Commission. There was no public comment.

2. APPROVAL OF MINUTES – action on the minutes of the November 16, 2020 meeting – Motion was made by Mr. Henofer, seconded by Mr. Nogami and carried unanimously to approve the November 16, 2020 meeting minutes as written. There was no public comment.

3. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

4. CONFIRMED APPOINTMENTS:

a) Gordon Builders Minor Subdivision Plan – Jim Rudolph, PLS , 2 Lots, 731 Blooming Glen Road: Mr. Jim Rudolph, Metz Engineers, along with applicant Mr. Gordon, were in attendance to discuss the minor subdivision plan located at 731 Blooming Glen Road. Mr. Rudolph reviewed Wynn Associates, Inc. engineering letter dated December 18, 2020 stating everything is basically a “will comply”. Items discussed included: zoning relief was received for the side yard setback by the garage and a PennDOT permit was received for the minimum use driveway for Lot #2. A cost estimate was submitted in regard to the curb and sidewalk and the applicant’s preference is to give a contribution in-lieu-of of the curb and sidewalk and will be discussed with the Board of Supervisors. Mr. Rudolph continued to state the HTWSA will not issue a “will serve” letter until the plans are approved by the Board of Supervisors which is the same for submission of the planning

module. Mr. Rudolph stated an additional waiver (Section 140-34.A.5) is being requested from the requirement to pave the existing driveway for Lot 1. Mr. Fulmer reminded the Planning Commission that they have already made a recommendation on the waivers at their last meeting so they only have to make a recommendation on the additional waiver. Mr. Rush clarified the existing sidewalk in front of Lot 2 will be removed and it should be noted on the plan.

Motion was made by Mr. Henofer, seconded by Mr. Rush and carried unanimously to recommend final approval for the Gordon Builders Minor Subdivision contingent upon the items contained in Wynn Associates, Inc. review letter dated December 18, 2020, recommending the additional waiver from Section 140-34.A.5 in regard to paving the existing driveway for Lot 1, and recommending a note be put on the plan that states the existing sidewalk on Lot 2 will be removed as part of the construction of the lot. There was no public comment.

b) Trucksess Land Development Waiver – Scott McMackin, P.E., Car Wash Facility Improvements, 784 Route 113: Mr. Scott McMackin, Cowan Associates, along with applicants Jim and Kathleen Trucksess, were in attendance to request a waiver of land development for the Trucksess car wash located on Route 113 due to the minor nature of the project. Mr. McMackin stated the applicants propose to convert two self-service car wash bays into automatic bays. A small building addition is necessary to accommodate that and a secondary entrance at the back of the shopping center will be provided. Mr. McMackin continued to state zoning relief was received for the impervious coverage and parking. If a waiver of land development is recommended, additional permits will be submitted for grading, stormwater management, zoning, and erosion control. Mr. McMackin reviewed Wynn Associates, Inc. engineer letter dated January 5, 2021 stating all items are “will comply”. Items discussed included the utility easements for building/access/stormwater BMP construction and traffic patterns will be placed within the facility to verify the route vehicles will take to use the proposed automatic wash bays and will be identified on the plan. Architectural renderings of the project will be submitted. Mr. Fulmer questioned if the applicant is proposing any type of line striping or legend marking/arrow markings to help customers know where to drive to get into the bays. Mr. McMackin stated it was not discussed but it is a good idea and makes a lot of sense. Mr. Trucksess stated stop signs will be put up at both sides of the driveway at the merge point. Mr. McMackin continued to state the paved area on the west side of the building will be turned into grass to alleviate cut through traffic. Mr. Fulmer stated the applicant is asking the Planning Commission to recommend to the Board of Supervisors to waive the land development submission process to allow them to submit everything administratively to the Township for stormwater review, zoning, building permits, etc. There

would not be any additional follow up submissions to the Planning Commission or to the Board of Supervisors if land development is waived.

Motion was made by Mr. Rush, seconded by Mr. Henofer and carried unanimously to recommend Waiver of Land Development for the Trucksess Car Wash contingent upon the items contained in Wynn Associates, Inc. review letter dated January 5, 2021 and the addition of the line striping and/or signage to guide the traffic in and out of the facility. There was no public comment.

c) Fray Minor Subdivision – Kelly McGowan, Esq., 2 lots, 1027 Dublin Road: Kellie McGowan, Esq., along with applicants Melissa Landis and David Fray, were in attendance to present the Fray Minor Subdivision located at 1027 Dublin Road located on 4.87 acres within the RR Zoning District. The project is proposed to be subdivided into two single family detached dwelling units. Lot 1 contains an existing single family detached dwelling and stone driveway access along Dublin Road. Lot 2 is proposed for construction of a single family detached dwelling with driveway access along Dublin Road. An existing garage/metal sided building (having access via the existing stone driveway on Lot 1) is proposed to remain on Lot 2. The site is primarily wooded. Lot 1 is served by an existing on-lot well and existing septic system. Lot 2 is proposed to be served by an on-lot well and on-lot sewage disposal facilities. Ms. McGowan reviewed Wynn Associates, Inc. engineer letter dated December 18, 2020, noting the items are “will comply”, and also noted the Bucks County Planning Commission indicated they would prefer a shared driveway but separate driveways are proposed. Ms. McGowan continued to state no wet lands were found on the property, no relief is being requested or is required for the woodland disturbance, there will be a waiver request for tree replacement requirement and twelve trees will be removed, there is a waiver request for cartway reconstruction/overlay, drainage improvements, cartway widening, curb and sidewalk along Dublin Road within the frontage of the site and a fee-in-lieu offered for 50% of the cost for improvements estimated at \$17,000.00 for Lot 1, and an easement agreement will be prepared for continued access to the existing garage building. Applicant, Melissa Landis, stated the building is being used and maintained by them and the grandmother wanted it on their property. Discussion ensued regarding the easement being put on the plan and if it will run with the land in favor of the owners of Lot 2. Ms. McGowan stated a waiver will be requested for the lot line, a PennDOT permit will be submitted for the driveway, and stormwater management items will be addressed. An additional waiver will be requested for Section 134-20.C of the Stormwater Management Ordinance in regard to the existing manmade impervious surface areas. The applicant will comply with the Bucks County Conservation District requirement of verification of approval for design of proposed erosion and sediment control measures along with the drilling, installation, and testing for adequate water supply for the well. The planning module for Lot 2 is in process. It was noted both lots also contain a tested on-lot

sewage disposal replacement area as required by Ordinance 2020-001 adopted on November 23, 2020. The ultimate right-of-way of Dublin Road will be offered for dedication to the Township along with the installation and certification of the monuments. The applicant will comply with the fee-in-lieu of recreation land dedication in the amount of \$2,685.00 and will comply with the execution of the Development/Financial Security Agreement. Ms. McGowan concluded stating all drafting items are “will comply”. Mr. Fulmer suggested that if the Planning Commission recommends Preliminary/Final plan approval this evening, the applicant can make the revisions and have him review it before proceeding to the Board of Supervisors.

Motion was made by Mr. Rush, seconded by Mr. Nogami and carried unanimously to recommend Preliminary/Final plan approval for the Fray Minor Subdivision contingent upon the items contained in Wynn Associates, Inc. review letter dated December 18, 2020 and the additional waivers from Section 140-37.G for replacement trees, Section 140-27.B(4) for non-perpendicular lot line, Section 134-20.C of the Stormwater Management Ordinance for calculations, and the condition of the supplying the easement for access, utilities, and the driveway. There was no public comment.

5. PLANNING: None.
6. ORDINANCES: None.
7. OLD BUSINESS: None.
8. NEW BUSINESS: None.
9. PLANS TO ACCEPT FOR REVIEW ONLY: Mr. Fulmer stated the Weidner Tract Major Subdivision Preliminary plan will be mailed to the Planning Commission.
10. PUBLIC COMMENT: None.
11. PLANNING COMMISSION COMMENTS: Mr. Rush confirmed Barry Isett and Associates has been appointed to do the Building/Zoning in the Township. Mr. Rush shared a Planning Commission pamphlet from 1955 on how regional planning for Bucks County was done and donated it to the Township.
12. PRESS CONFERENCE: None.

Page 5
Planning Commission
January 19, 2021

13. ADJOURNMENT: Upon motion by Mr. Rush, seconded by Mr. Nogami and carried unanimously, the January 19, 2021 Hilltown Township Planning Commission reorganization meeting was adjourned at 8:05 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lorraine E. Leslie". The signature is written in black ink and is positioned above the printed name.

Lorraine E. Leslie
Township Manager/Treasurer

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