HILLTOWN TOWNSHIP PLANNING COMMISSION
REGULAR SCHEDULED MEETING
MONDAY, JULY 20, 2026

The regularly scheduled meeting of the Hilltown Township Planning Commission was called to order by Vice Chairman Eric Nogami at 7:00 PM and opened with the Pledge of Allegiance. Also present were Planning Commission members Stephen Lis, Kevin Foster, Kristine Hoffman and Carol Pierce, along with Township Engineer Timothy Fulmer.

1. APPROVAL OF MINUTES: Motion was made by Ms. Pierce, seconded by Mr. Lis, and carried unanimously to approve the July 6, 2026, meeting minutes as written. There was no public comment.

2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

3. CONFIRMED APPOINTMENTS:

   a. Phinney Minor Subdivision Plan: Ed Wild, Esq. represented the applicant and property owner, Wayne Phinney, and presented the proposed minor subdivision plan. The applicant seeks to subdivide the property into two lots, separating two existing dwellings onto individual parcels noting the proposal does not involve construction of any new dwellings.

   Mr. Wild advised an environmental study was completed by VW Consultants and determined that no wetlands or environmentally sensitive areas would be disturbed. Mr. Wild also noted that a shared driveway agreement and declaration of covenants have been prepared, noting a potential future driveway connection to Fretz Road is shown for illustrative purposes only and is not currently proposed for construction.

   Mr. Wild requested waivers for plan scale requirements, lot width-to-depth ratio requirements, road improvements such as cartway widening, curbing and sidewalk requirements and the park and recreation land/contribution requirement. Discussion ensued between the Commission, Mr. Wild and Mr. Phinney focusing on the waiver request and mentioning the rural character of the area and appropriateness of maintaining the existing shared driveway arrangement.

   Ms. Pierce voiced her concerns to Mr. Phinney regarding the Bucks County Board of Assessments and the barn dwelling, the potential future sale of one of the lots, as well as Bucks County Planning Commissions synopsis of the proposal as mentioned on their April 27, 2026 letter.

   A motion was made by Mr. Lis, seconded by Ms. Hoffman, to recommend approval of the Phinney Minor Subdivision Plan, subject to the Township Engineer's review letter dated July 7, 2026, and approval of all requested waivers and carried 4 -1 with a nay from Ms. Pierce noting she was not comfortable supporting the application based on her concerns discussed during the meeting.

   Mr. Fulmer then explained that Pennsylvania DEP sewage planning documentation is required as part of the subdivision process for this application. The Planning Commission reviewed the required planning module certification and authorized signatures confirming consistency with Township zoning and subdivision regulations.

   b. 927 Route 152 Subdivision Sketch Plan: Gary Lucas Jr, PE. represented the applicant and presented a multiple sketch plan for a proposed subdivision involving parcels accessed by

Shirley Lane. Mr. Lucas reviewed three potential subdivision concepts – three-lot subdivision consisting of the existing dwelling plus two new lots, a four-lot subdivision and five-lot subdivision utilizing a proposed cul-de-sac street that intersects Shirley Lane.

Discussion ensued between Mr. Lucas and the Commission regarding access from Shirley Lane which was noted to be a private non-conforming road, emergency vehicle access and public safety concerns, cul-de-sac design standards, lot depth-to-width ratio issues, lot line orientation requirements, future maintenance responsibilities associated with Shirley Lane and the need for possible zoning relief due to frontage requirements.

The Commission favored the three-lot concept noting concerns regarding additional development served by Shirley Lane. The applicant was advised to address the fire company for feedback as well as address any zoning issues prior to moving forward with a formal application.

No action was taken.

4. PLANNING: None.

5. ORDINANCES/RESOLUTIONS: None

6. OLD BUSINESS: None.

7. NEW BUSINESS: None.

8. PLANS TO ACCEPT FOR REVIEW ONLY (No Discussion): None

9. PUBLIC COMMENT: None.

10. PLANNING COMMISSION COMMENTS: Ms. Pierce advised the Township requested the Planning Commission to participation in future Township newsletters and write a short article. Discussion ensued and the Commission opted to focus on introducing themselves and educating the residents about the purpose and responsibilities of the Planning Commission.

11. PRESS CONFERENCE: None.

12. ADJOURNMENT: Upon motion by Ms. Pierce, seconded by Mr. Foster, and carried unanimously, the July 20, 2026 Hilltown Township Planning Commission meeting was adjourned at 8:09 PM.

Respectfully submitted,

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