

Valencia Borough Planning Commission

Meeting Minutes

2-6-2020

Commissioners Present: Torey Verts; Julie Himmelstein; John Mullins

Guests: Brian Himmelstein, Steve Victor

Call to order:

The meeting of the Valencia Borough Planning Commission was called to order at 5:32 p.m.

Amend/Approve Minutes:

No changes were made to the meeting minutes from 12-5-19.

Decision: Commissioner Himmelstein made the motion to accept the minutes. Commissioner Mullins seconded.

Vote: 3.0.0

No changes were made to the meeting minutes from 1-2-20.

Decision: Commissioner Mullins made the motion to accept the minutes. Commissioner Himmelstein seconded.

Vote: 3.0.0

Public Comments

No public comments.

New business:

Update on Woodlands PRD

Commissioners and Steve Victor reviewed response letters regarding the St. Barnabas Woodlands PRD.

Commissioners asked about the evacuation plan that was part of the conditions for approval for the PRD. Mr. Victor stated that there is still not an evacuation plan, but he has seen a draft and that it is in progress.

Commissioner Himmelstein asked about a discrepancy with the Hampton Technical letter. The tax parcel number is wrong and is listed as being in Adams Township. Mr. Victor stated that that had nothing to do with the planning module. Commissioner Himmelstein asked for it to be rectified.

Commissioner Mullins stated that on the construction and utility plan, the walking trail is listed as an asphalt trail instead of a crushed limestone trail. Mr. Victor stated that it was a mislabel and it will be corrected.

Commissioners asked for a summary of what has changed on the plans since the tentative approval. Mr. Victor stated that the primary change was with the layout of the emergency exit in the north, as well as some minor changes with the construction documents. The emergency exit was widened by two feet on both sides so that emergency vehicles would be able to turn around. The gate will be a call button type gate that is activated by a fob which the emergency responders will have.

Commissioners asked about question number 5 from Chris Rearick's January 26, 2020 letter regarding covenants and easements to be included with the application. Mr. Victor stated that there are no covenants because the land owner owns everything, but that easements would be on the recorded plan. Mr. Victor stated that the easement for the trail could be referred to as a public trail easement.

Commissioners and Mr. Victor reviewed the response letter from Victor -Wetzel Associates to Mr. Chris Rearick dated January 30, 2020.

Item #1 – Mr. Victor stated no response was needed because the Butler County Planning Commission doesn't do final reviews. No fees are needed.

Item #2 – The additional \$20.00 check has been received for the incomplete amount of the application fee.

Item #3 – Regarding the construction drawings being formatted as a recordable plat that should include open space delineations and easement locations, Mr. Victor stated that sheets and recording plans were submitted referring to the PRD and formatted for recording on Sheets REC 1-3.

Item #4 – Renderings of the dwellings are more detailed and show more clarity in the brick and siding.

Item #5 – Regarding covenants and easements, Mr. Victor stated he wanted to make sure the documents reflected the recording of easements. They are on sheets SP 1-4 and REC 2-3.

Item #6 – Regarding the erosion sedimentation plan, Mr. Victor stated that they have applied for the NPDES permit and that it is going through the Butler County District review process and copies will be submitted to the Borough upon approval. This will be a condition of the Developer's Agreement and it will need to be in place before work can begin.

Item #7 – Mr. Victor stated that an evacuation plan has been drafted and should be submitted shortly.

Item #8 – Regarding the comment of the final plan being "nearly identical" to the tentative plan, Mr. Victor stated the only adjustments were to the Three Degree Road entrance based on emergency responders' comments.

Item #9 – Mr. Victor stated that Butler County only reviews preliminary plans, however, Hampton Technical has submitted a lot consolidation plan to Butler County. Mr. Victor will supply a copy of this lot consolidation plan to the Planning Commission.

Commissioners and Mr. Victor reviewed responses to the preliminary comments contained in the letter from Victor -Wetzel Associates to Mr. Chris Rearick dated January 30, 2020.

Item #1 – Mr. Victor stated that trail detail has been added to sheet D.2.

Item #2 – Regarding the written agreement with the water and sewer providers, Mr. Victor stated that they will be part of the Developer's Agreement.

Item #3 – Regarding the Developer’s Agreement and the escrow deposit for inspections by the Borough Engineer, Mr. Victor stated the escrow deposit will be part of the Developer’s Agreement.

Item #4 – Mr. Victor acknowledged to provide an engineer’s estimate for bonding purposes to be put in the Developer’s Agreement.

Item #5 – Regarding the preservation of existing vegetation along Three Degree Road, Mr. Victor stated that vegetation that can be saved, will be saved.

Item #6 – Regarding the receipt of all federal and state permits being required prior to any construction on the site, Mr. Victor stated that there are no federal permits required. Mr. Victor acknowledged that all state permits will be obtained.

Item #7 – Regarding that the lot consolidation plan and revised deeds should be a condition of the final PRD approval, Mr. Victor acknowledged that they are recording the lot consolidation plan and that it requires a new deed.

Commissioners and Mr. Victor reviewed responses contained in the letter from Hampton Technical Associates to Mr. Chris Rearick dated February 5, 2020.

Item #1 – Regarding the NPDES permit, Mr. Victor acknowledged that it had been submitted to the Butler County Conservation District, and that once it is approved, it will be submitted to the Borough.

Item #2 – Regarding the Sewage Facilities Planning Module, Mr. Victor stated that the planning module has been submitted. Commissioner Himmelstein pointed out that an incorrect tax ID number was listed on the form, and that possibly the coordinates are incorrect as well. Mr. Victor stated that he will let Hampton Technical know of this error.

Item #3 – Regarding recording plans being submitted, Mr. Victor stated that a plan for recording has been submitted.

Item #4 – Mr. Victor acknowledged that Note 14 on various drawing sheets has been revised to make it clearer.

Item #5 – Mr. Victor acknowledged that the top of the embankments for the stormwater basins has been labeled as 10 feet.

Item #6 – Mr. Victor acknowledged that the mislabeling of Stormwater Basin No. 2 as Basin No. 1 on Drawing Sheet SP. 2 has been corrected.

Item #7 – Regarding the addition of the trail to Drawing Sheets 1 and 2, Mr. Victor acknowledged that the trail has been added to the plan set.

Item #8 – Regarding showing stabilized turf areas on either side of Sylvan Drive at the intersection of Three Degree Road, Mr. Victor stated that the detail of this area has been shown on sheet D.2.

Item #9 – Mr. Victor stated that a detail of the walking trail has been provided on sheet D.2.

Item #10 – Regarding sidewalks being shown in detail on sheet D.2, Mr. Victor stated that the sidewalks are located along the parking areas going to the gazebo and by the central box units.

Item #11 – Regarding the reference to defining the acronym SES on sheet D.4, Mr. Victor stated that a note is on sheet D.4.

Commissioners reiterated to Mr. Victor that they want the tax parcel number and coordinates for the Sewage Facilities Planning Module to be rectified. Commissioners also stated that they still have not received an evacuation plan for the PRD which was part of the conditions for approval. Commissioners discussed that they still needed comments from Zoning Officer Chris Rearick and the Borough Engineer Scott Shoup.

Commissioners decided to table the approval for final application until all corrections were made to the application, comments from the Chris Rearick and Scott Shoup were submitted, and an evacuation plan was received.

Decision: Commissioner Himmelstein moved to table the decision for final approval of the St. Barnabas Woodlands PRD application until corrections are made, responses from Chris Rearick and Scott Shoup are submitted, and an evacuation plan is received. Commissioner Mullins seconded.

Vote: 3.0.0

Mr. Victor stated that St. Barnabas would like to begin construction as soon as possible, but couldn't do that without the Developer's Agreement. Mr. Victor asked to reach out to the Borough Solicitor to begin the process. Commissioners stated that they would first ask Valencia Borough Council if this would be permissible. If so, they would contact the solicitor to let him know.

Mr. Himmelstein asked if the development escrow needed to be finalized. Mr. Victor stated that the dollar amount will be put into the Developer's Agreement, and that when the agreement is signed, this will be the amount that will have to be bonded.

Mr. Himmelstein also asked about demolition permits, and Mr. Victor stated that those would be separate.

Commissioners decided to table discussions of the STMP program and of the zoning ordinance.

Decision: Commissioner Himmelstein made the motion to table discussions of the STMP program and the zoning ordinance. Commissioner Mullins seconded.

Vote: 3.0.0

Next meeting:

The next meeting will be Thursday, March 5, 2020 at 5:30.

Agenda items for next meeting:

- Amend/approve minutes
- PRD update
- STMP update

- Zoning ordinance discussion

This month's assignments:

Commissioner Verts – March agenda; Council meeting; review zoning ordinance; follow up with STMP

Commissioner Himmelstein – Council meeting; review zoning ordinance

Commissioner Mullins – Review zoning ordinance

Adjournment:

The meeting was adjourned at 7:12 p.m.

Decision: Commissioner Himmelstein made the motion to adjourn the meeting. Commissioner Mullins seconded.

Vote: 3.0.0