**Tulpehocken Township Planning Commission Meeting**

**November 4, 2021**

**Present:** Planning Commission Members: Scott Hetrick, Robert Sattazahn, John Zimmerman, Gary Deck, Chris Hartman, Matt Mack and Heather Claman. Laverne Frey was absent. The Planning Commission meeting began at 7:37 p.m. and continued with the pledge to the American Flag.

*Robert Sattazahn made a motion to approve the minutes from the October 7, 2021 Planning Commission meeting,* *seconded by John Zimmerman and approved unanimously.*

**Public Comments:** None.

**Active Plans:**

**Capitol City Remodelers, LLC:** Time expires November 10, 2021. *Burget & Associates, Inc., the applicant’s engineer, presented a time extension letter to the Township for a continuance until the February 2022 Board of Supervisors meeting, which would be February 9, 2022. John Zimmerman made a motion to recommend to the Board of Supervisors to grant the time extension request for Capitol City Remodelers, LLC as a time extension to February 9, 2022. Seconded by Gary Deck and approved unanimously.*

**Mt. Meadows Phase 2-Final Plan:**  Time expires January 31, 2022 for this plan. The Township Solicitor prepared agreement for the developer to build off of the preliminary plan, however they cannot put any houses in. The roads and everything else can go in. The idea is to build most of the preliminary plan and then post any escrow for what he hasn’t put in at that point. The developer will be posting a $25,000.00 escrow for inspections and if it goes down below $10,000.00, he will replenish back to $25,000.00. If the agreement and escrow amount is brought in before the Board of Supervisors meeting next week, the Board can sign the agreement then. The Township Engineer stated that they had a pre-construction meeting for Phase II last week. The lines for the pump station will be going in as well. There is one lot left to build on in Phase I.

The Stormwater basin slopes will be changed. The basin will a sediment basin for construction for now.

There are still two (2) lights out in Thistle Court. The one (1) has a bad wire. The developer is aware and working at getting them on.

The Township had the line on Meadowlark Lane (where it is settled) videoed. The line has settled some. The construction crew that is there working in the development will fix this area.

The developer is planning on re-topping the roads next year. The Township will be hesitant to dedicate the roads, due to heavy equipment is still coming in on the roads. If the Township would accept the roads, there could be an agreement or bond put in place to protect the Township.

The Township Engineer stated that he told the developer that the street lights need to be fixed and a revised plan needs to be submitted for his review.

**Sketch Plan for Record Shirk Farm Annexation:**  Time expires November 10, 2021. DeVon Henne*, the applicant’s surveyor, presented a time extension letter to the Township for a continuance until February 10, 2022 or until the scheduled February 2022 Board of Supervisors meeting, which would be February 9, 2022. Robert Sattazahn made a motion to recommend to the Board of Supervisors to grant the time extension request for the Sketch Plan for Record Shirk Farm Annexation as a time extension to February 10, 2022. Seconded by John Zimmerman and approved unanimously.*

**New Plans:** None.

**Walk-In Discussions:** None.

**Other Business:**

Dutch Valley Food Distributors located at 7615 Lancaster Avenue, which is in Marion Township, however is connected to the Township sanitary sewer system is proposing a Land Development plan for expansion.  The applicant’s Engineer, David Mease from Diehm and Sons has stated that due to the proximity of the site to Tulpehocken Township, it was recommended by the Berks County Planning Commission that plans be sent to Tulpehocken Township. Mr. Mease stated they do not need any action from Tulpehocken, rather the information is sent to the Township as a courtesy only. The plan is currently being reviewed by Marion Township.

The Township Engineer reviewed the proposed plan and feels like our Township should be involved with a couple of items.

* Stormwater discharge is all going onto Tulpehocken Township. Our Township should review the Stormwater Management Report. David Mease from Diehm and Sons did forward the report which was revised on October 26, 2021 in an email dated October 29, 2021.
* The Township needs to review how many additional edu’s that may be needed for the new submission to determine if any additional edu’s are required for the sanitary sewer. Dutch Valley has a total of 17 edu’s of sewage treatment capacity reserved. At 265 gpd (gallons per day) per edu, the total capacity available for the applicant is 4,505 gpd. Year to date average is 10.54 edu’s or approximately 2,800 gpd. There are currently 215 employees at the site. The projected number of employees with the expansion is 235. This could result in an average daily sewage flow of approximately 3,055 gpd. The increased flows will be less than the reserved capacity, therefore no additional edu’s are needed at this time.
* Depending on what is being proposed, the Township may need additional sampling manholes and approve any sanitary details and improvements. According to the applicant’s Engineer, the sewage generated at the site is generally domestic in nature as there is no food processing in the facility.

The Township Engineer stated that we need to revise the sanitary agreement to have the same agreement as the schools and Lanita Trucking. If Dutch Valley would go over the 17 edu availability that they have, they will need to purchase additional edu’s.

Because it is a commercial property we should ask for a sampling manhole because we have had issues in the past with foreign material and we try to isolate where it is coming from. Once it is in the lines, we can’t tell where it is coming from. The existing agreement provides for sampling. It states that the Township shall have the right to perform sampling of wastewater discharged by Dutch Valley in the Tulpehocken Collection System to determine compliance with these requirements. There may be an option to modify the existing manhole to do sampling.

The Township Engineer stated that the following conditions should be addressed:

* Amending the sanitary sewer agreement.
* Verify the meter calibration.
* Sampling manhole.
* Tulpehocken reviews the sanitary and plumbing plans.
* An avadavat to verify well(s) being utilized.
* If they exceed their edu amount in a three (3) consecutive month timeframe, they will be required to purchase additional edu’s.
* Marion Township’s Engineer reviews the stormwater for the discharge pipe to be sure that it meets the Tulpehocken Township stormwater requirements.
* Video the existing and proposed sanitary lines.

*John Zimmerman made a motion to recommend to the Board of Supervisors to have the Township Engineer draft a comment letter with the conditions and the Township Solicitor will also review and add any necessary comments to Marion Township and Dutch Valley. Seconded by Robert Sattazahn and approved unanimously.*

*John Zimmerman made a motion to recommend to the Board of Supervisors to have it noted that Dutch Valley will be required to pay all of the Tulpehocken Township Solicitor and Engineer review fees that occur for this review. Seconded by Robert Sattazahn and approved unanimously.*

The Township Engineer stated that they are required to control what was there prior to the basins physically going in. There is a lot of impervious area.

Shoestring Industries has the five (5) lots on Stouchsburg Road. Melvin Lapp purchased Lot one (1). There are two (2) escrows being held for this plan. One (1) from the developer due to conditions being met for plan approval and one (1) from Mr. Lapp. The Township Engineer inspected Mr. Lapp’s lot. The stormwater basin is in, area is hydro seeded and things are looking good. Trees need to be planted yet per the as-built, then his escrow can be released. The developer needs to fix the poles or brace the poles. He (developer) will not have his escrow released until this is completed. *Scott Hetrick made a motion to recommend to the Board of Supervisors to have the Township Engineer draft a letter to the developer of Shoestring Industries to have the proper pole placement completed and that the escrow amount will not be released until this is done. Seconded by John Zimmerman and approved unanimously.*

Gary Deck stated that the Board of Supervisors do not feel that we need to do anything with the Mt. Aetna Lions Club grounds. The Mt. Aetna Fire Company has brought some of the equipment up to standards and re-topped the tennis court. The Township Solicitor stated that if the Recreation Board would like to organize some programing and have a location in Mt. Aetna for an event, an agreement to use the property could be done at that time.

Discussion took place regarding the Tulpehocken Administration Building possibly being sold. The Township Solicitor stated that we should acquire grant money if we are interested in it. The building is zoned Rural Residential (RR) so the School District will be limited to who it could be sold to. Ideas of what it could be used for are a recreation center or even have senior events during the day.

*Robert Sattazahn made a motion to adjourn the meeting at 8:39 p.m., seconded by Gary Deck and approved unanimously. The meeting was adjourned.*

Respectfully submitted,

Heather Claman, Planning Commission Secretary