

CONNOQUENESSING TOWNSHIP

PLANNING COMMISSION

JANUARY 17, 2024

MEETING MINUTES

CALL TO ORDER

The regular meeting of the Connoquenessing Township Planning Commission was called to order by Chairman, Brendan Linton at 6:00 P.M. on January 17, 2024 at the Connoquenessing Township Municipal Building, 102 Township Drive, Renfrew PA 16053. The meeting opened with the Pledge of Allegiance.

ROLL CALL

Members present were Brendan Linton, Diane Hanchosky, Kyrie Lokhaiser, Robert Burr and Lee Kradel. Also present was engineer, Bill Braun. Roll call showed a quorum present.

OFFICER ELECTIONS

Lee Kradel nominated Brendan Linton for Chairman. Diane Hanchosky made a motion, seconded by Lee Kradel to appoint Brendan Linton as Chairman. Motion carried unanimously. Brendan Linton nominated Diane Hanchosky as Vice-Chairman. Brendan Linton made a motion, seconded by Robert Burr to appoint Diane Hanchosky as Vice-Chairman. Motion carried unanimously. Brendan Linton nominated Lee Kradel for secretary. Brendan Linton made a motion, seconded by Kyrie Lokhaiser to appoint Lee Kradel Secretary. Motion carried unanimously.

PUBLIC COMMENT ON AGENDA ITEMS EXCEPT PUBLIC HEARING ITEMS

NONE

REVIEW OF MINUTES

Linton explained that the two reasons as required by the Sunshine Act (potential litigation and contents protected by law) for the executive session on November 15, 2023 must be included in the minutes. Motion made by Kradel, seconded by Burr to approve the November 15, 2023 minutes with noted correction and to also approve the December 20, 2023 minutes. Motion carried unanimously.

PRE-APPLICATION QUESTIONS

Mr. Dave Brady from Welsh Road was not present but submitted documentation regarding his proposed lot line revision and a question on whether an alternate septic site is necessary. He is considering adding approximately 20 acres to his neighbor's lot. After discussion regarding alternate sites, Bill Braun will get clarification on solicitor letter and advise.

PLAN REVIEWS

White/Brenckle lot line revision – Moving lines to square off two properties. All comments in LSSE's December 12, 2023 letter have been addressed. A review letter has also been received from

Butler County Planning Commission with no comments. Discussion ensued regarding dedication of additional right-of-way along Kriess Road and existing conditions. Motion to recommend approval of modification request to waive the requirements of Code section 245-14 Articles V and VI due to the nature of the plan, made by Brendan Linton, seconded by Lee Kradel. Motion carried unanimously. Motion made by Diane Hanchosky, seconded by Brendan Linton to recommend preliminary and final approval of the White/Brenckle lot line revision plan. Motion carried unanimously.

H. G. Shannon Estate Subdivision Plan - Steve Graff from Graff Surveying presented the H. G. Shannon /Subdivision Plan. This plan is subdividing off a two-acre parcel from the parent tract of 97.669 acres. All comments from LSSE's letter dated January 15, 2024 have been addressed and Butler County Planning had no comments. A non-building waiver is planned for the residual lot.

A motion was made by Brendan Linton, seconded by Lee Kradel to recommend approval of the modification request of the scale on the plan from 1" = 100' to 1" = 160' due to the size of the project site. Motion carried unanimously. A motion was made by Diane Hanchosky, seconded by Robert Burr to recommend approval of the modification request to waive the requirements of Code Section 245-14 Articles V & VI since it is a subdivision of 3 lots or less. Motion carried unanimously. Motion made by Robert Burr, seconded by Brendan Linton to recommend approval of the DEP Sewage Planning Module and Non-Building Waiver. Motion carried unanimously. Finally, a motion was made by Robert Burr, seconded by Brendan Linton to recommend preliminary and final approval of the H. G. Shannon Estate Subdivision Plan. Contingent on changes recommended in LSSE's letter dated January 15, 2024.

Motion carried unanimously. After discussion, a motion was made by Robert Burr, seconded by Brendan Linton to rescind the prior motion approving the Sewage Planning Module. Motion carried unanimously. Motion made by Brendan Linton, seconded by Diane Hanchosky to recommend approval of the Sewage Planning Module and Non-Building Waiver contingent on the addressing the comments in LSSE's January 15, 2024 letter. Motion carried unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Statement of Financial Interest forms due back to township by May 1.

2024 meeting dates remain the same, third Wednesday of each month at 6:00 PM with plan review documents due the first Wednesday of each month by 4:00 PM. An exception may be the January 2025 meeting with review documents due by the first supervisors' meeting of January. Motion made by Robert Burr, seconded by Brendan Linton to approve the 2024 and January 2025 meeting dates and plan review date requirements. Motion carried unanimously.

Comprehensive Plan is ready to move forward. There is a process required by the MPC that requires the Planning Commission to gather public comment on the proposed plan. A court reporter would be in attendance to properly document public comment. After much discussion, it was decided to see what the next Steering committee brings and follow up next month.

Brendan Linton stated that law enforcement has been attending other meetings in the township. He feels it may be necessary to have our Constable or other law enforcement attend planning meetings. After discussion, the board decided it was not necessary at this time.

Brendan Linton stated that moving forward it should be necessary to ask for electronic PDF versions of plans so that commissioners may review them prior to meetings.

GENERAL INFORMATION

Building Permit 1-24 – Scott Lipke – Camp Fatima Road - garage

ADJOURNMENT

Lee Kradel made a motion seconded by Brendan Linton to adjourn the meeting at 6:46 PM. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lee Ann Kradel". The signature is written in a cursive style with a large initial 'L'.

Lee Ann Kradel, Secretary