

**HILLTOWN TOWNSHIP PLANNING COMMISSION
REORGANIZATION MEETING
TUESDAY, JANUARY 21, 2025**

The reorganization meeting of the Hilltown Township Planning Commission was called to order by Jon Apple at 7:00 PM and opened with the Pledge of Allegiance. Also present were Planning Commission members Eric Nogami, Dave Bartholomew, new member, Carol Pierce, and Township Engineer Timothy Fulmer. Bob Sichelstiel was absent.

1. REORGANIZATION-NOMINATION AND ELECTION OF OFFICERS FOR 2025

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

b) Vice Chairman – Motion was made by Mr. Nogami, seconded by Ms. Pierce, and carried unanimously to appoint Mr. Bartholomew as Vice Chairman of the Planning Commission. There was no public comment.

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

Mr. Apple welcomed Ms. Pierce to the Planning Commission.

2. APPROVAL OF MINUTES – action on the minutes of the December 2, 2024, meeting – Motion was made by Mr. Nogami and seconded by Mr. Bartholomew to approve the December 2, 2024, meeting minutes as written. Motion passed 3-0-1 with Ms. Pierce abstaining from the vote. There was no public comment.

3. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

4. CONFIRMED APPOINTMENTS:

a) TBA Well House #6 Land Development Waiver: Mr. Patrick DiGangi, P.E., CKS Engineering, was in attendance to present the proposed waiver of land development plan for Telford Borough Authority, to construct a 22 feet by 36 feet building for PFAS water treatment as part of an existing utility (F1) use on the 1 acre parcel located at the southwest side of Progress Drive within the HI Zoning District. Mr. DiGangi reviewed Wynn Associates, Inc. engineering review letter dated January 9, 2025. Based upon the amount of new impervious surface area associated with the project, Mr. Fulmer stated the project may qualify for an exemption of stormwater requirements. Motion was made by Mr. Nogami, seconded by Ms. Pierce, and carried unanimously to recommend a waiver of land development for the TBA Well House #6 plan contingent upon the items contained in Wynn Associates, Inc. review letter dated January 9, 2025, and receiving confirmation from PPL that the proposed improvements may be located within the existing utility easement. There was no public comment.

b) Suburban Equities, III, LLC Land Development Plan: Mr. John McShea, Eastburn and Gray, PC was in attendance, along with Shaun Haas, P.E. and Anne Marie Vigilante, Langan Engineering, to discuss the same plan from the December 2, 2024, Planning Commission meeting, for the 217,000 SF warehouse building and associated parking/loading facilities located in the HI Zoning Districted at 4518 Bethlehem Pike. Mr. Haas stated the requested Traffic Impact Study and supporting documents were sent to the Planning Commission on December 3, 2024. Mr. Haas reviewed the buffer requirements and land banking discussions from the last meeting. He continued to state the sewage facilities planning module exemption was approved along with the approval of the PPL encroachment. Mr. Haas stated additional

waivers are being requested: SLDO Section 140.11 to allow the plans to run preliminary/final concurrently, and SLDO Section 140.36.A to eliminate all sidewalk at the frontage of the site. Mr. Haas stated the applicant will comply with all the remaining items contained in the November 18, 2024, review letter. Discussion ensued regarding land banking parking spaces.

Public Comment:

Barbara Geitz, 4422 Bethlehem Pike, commented that the waiver letter was not in the file at the Township. Lauren Geitz, 4422 Bethlehem Pike, questioned sidewalk requirements, and commented on peak/commuter traffic.

Mr. Fulmer indicated the plan requires action by the Board of Supervisors at their next meeting regardless of the planning commission's decision. Discussion ensued on traffic issues in the area and surrounding areas along with the Traffic Engineer, Heinrich and Klein, review letter and PaDOT requirements.

Public Comment:

Dale Ott, 246 Mill Road, questioned the tenant and type of materials that can be stored in the building.

Mr. Fulmer briefly discussed the Zoning Hearing Board Approval and the Conditional Use Approval for the project.

Mr. Haas stated the applicant requests the Planning Commission to consider a preliminary/final recommendation to the Board of Supervisors.

Motion was made by Mr. Nogami and seconded by Mr. Bartholomew, to recommend preliminary plan approval for the Suburban Equities, III, LLC Land Development contingent upon the items contained in Wynn Associates, Inc. review letter dated November 18, 2024; and recommending approval of all requested waivers excepting a waiver of SLDO Section 140-37.D, which contains requirements relative to parking lot shading (50% of impervious areas associated with parking, loading, driveways, and maneuvering); with the further recommendation that the funds associated with the capital contribution for waived street improvements be utilized by the developer to plant more trees on the site; and recommending that the applicant be permitted to reserve up to 58 parking spaces from construction at this time, unless the future tenant sees a need to construct the reserve parking spaces in the future. Motion passed 3-0-1 with Ms. Pierce abstaining from the vote. There was no additional public comment.

5. PLANNING: None.
6. ORDINANCES/RESOLUTIONS: None.
7. OLD BUSINESS: None.
8. NEW BUSINESS: None.
9. PLANS TO ACCEPT FOR REVIEW ONLY: None.
10. PUBLIC COMMENT: None.
11. PLANNING COMMISSION COMMENTS: Mr. Fulmer stated the administration at the Township would like to determine how to administer the packets for the Planning Commission and if the Planning Commission would like to pick up their paper copies at the Township or have the physical packet available the night of the meetings as well as emailed. The Planning Commission chose to have the physical copies available at the meetings.
12. PRESS CONFERENCE: None.

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13. ADJOURNMENT: Upon motion by Mr. Nogami, seconded by Mr. Bartholomew, and carried unanimously, the January 21, 2025, Hilltown Township Planning Commission reorganization meeting was adjourned at 8:15 PM.

Respectfully submitted,



Deanna Ferry, DPA
Township Manager

(*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).