

July 10, 2013  
7:00 PM

The regular meeting of the Monroe Township Planning Commission was called to order by Chairman Paulus. The pledge of allegiance was said by all.

ATTENDANCE

Steve Paulus, Chairman	
Sheldon Brymesser, Vice-Chairman	Mike Pykosh, Solicitor
Sharon Nelson, Secretary	Marjorie Metzger, Secretary
Jose Napen	Mark Bruening, Engineer

MINUTES

**On the motion of Ms. Nelson, and seconded by Mr. Brymesser, and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the June 5, 2013 regular meeting.**

CORRESPONDENCE

Greg Rogalski provided a memorandum concerning the zoning ordinance update.

AUDIENCE PARTICIPATION     None

UNFINISHED BUSINESS

TRINDLE STATION – FINAL LOTS 30 & 39

Rick Castranio present. This is a two lot subdivision for Phase 2, Section 1. These two lots were part of Section 8 initially, but the phase line is being adjusted.

Engineer's Comments:

Mr. Bruening's comments dated June 19, 2013 were reviewed. Mr. Castranio has no problems with meeting the conditions.

Mr. Pykosh said he has reviewed the plan with the developer and Mr. Bruening. This was the best way to do it. Everyone has had notice concerning the change to the preliminary plan.

Waivers:

**On the motion of Ms. Nelson, and seconded by Mr. Brymesser, and by unanimous vote of the members it was duly RESOLVED to recommend approval of the waiver for the Trindle Station final subdivision plan for Lots 30 & 39 as follows: 1) Plans shall be clearly and legibly drawn and required scales per Section 402.1.1 (403.1). Sheets 2 and 3 of 5 do not meet requirements.**

Plan:

**On the motion of Ms. Nelson, and seconded by Mr. Brymesser, and by unanimous vote of the members it was duly RESOLVED to recommend approval of the Trindle Station final subdivision plan for Lots 30 & 39, contingent upon the engineer's comments dated June 19, 2013 being satisfied.**

TIMOTHY TOMPSON – FINAL

Richard Helwig present. The engineer's comments have been taken care of.

Engineer's Comments:

Mr. Bruening's comments dated June 24, 2013 were reviewed. Mr. Pykosh mentioned the note about road dedication was removed. There is no land offered for dedication because it is private.

Mr. Brymesser asked if the right-of-way access to the buildings to the rear of the property is in writing. Mr. Bruening said when the plan is recorded, the access easement will be part of the plan and recording.

Waivers:

**On the motion of Ms. Nelson, and seconded by Mr. Brymesser, and by unanimous vote of the members it was duly RESOLVED to recommend approval of the waivers for the Timothy Thompson final subdivision plan as follows: 1) Wetland study required for all subdivisions per 405.5.7 (403.6); 2) All subdivisions must have a storm water management study performed per 402.5.9 (403.5); 3) Where individual on-site sanitary disposal facilities are to be utilized, each lot shall have a replacement system (620.5). Lot 2 does not show replacement system; 4) Locate the planometric features outlined in Section 402.3.4 within 200 feet of property (403.3); and 5) Locate individual on lot disposal facilities and water within 50 feet of subject property per 402.3.5 (403.3).**

Plan:

**On the motion of Mr. Brymesser, and seconded by Ms. Nelson, and by unanimous vote of the members it was duly RESOLVED to recommend approval of the Timothy**

**Thompson final subdivision plan contingent upon the engineer's comments dated June 24, 2013 being satisfied.**

ZONING ORDINANCE

Mr. Rogalski will get feedback from the Board of Supervisors and then provide more direction to the Planning Commission. His memo dated July 10, 2013 will be reviewed by the members for next month.

**On the motion of Ms. Nelson, and seconded by Mr. Brymesser, and by unanimous vote of the members it was duly RESOLVED to table discussion on the Zoning Ordinance updates.**

NEW BUSINESS      None

AUDIENCE PARTICIPATION      None

STAFF COMMENTS

There was discussion as to why the Supervisors draft minutes of June 13, 2013 were not included in the Planning Commission packets this month. It was noted that the Supervisors have requested that no draft minutes be made available. They will not be released until they are approved by the Board and made a public official record. The Planning Commission expressed concern that the draft minutes are helpful in a number of ways, to include knowing any items that have been referred to the Planning Commission for review, knowing what action the Board has taken on various matters, and knowing what matters are being considered by the Supervisors so residents know to attend a meeting for items of interest. Draft minutes have always been made available to keep the various Boards', Commission's, and public aware of what is happening in the township. It is method of open communication. The Commission is not aware of any problems in the past with releasing draft minutes. They commended the Secretary on performing a fine job with the minutes. The Commission was concerned that policy had been changed without being presented at a meeting for public comment or a vote. Mr. Pykosh said he would discuss the matter with the Supervisors. The Supervisors do not want minutes released until they are approved. There may be changes or amendments that need to be reviewed by the Board before being released. This is the method being practiced by other townships.

ADJOURN

**The meeting was adjourned at 7:45 PM.**

Respectfully submitted,

Marjorie E. Metzger, Administrative Assistant