

## PLANNING COMMISSION MEETING

### Minutes

July 6, 2021

Time: 7:00 pm

Location: Clinton Twp Municipal Building, 711 Saxonburg Blvd., Saxonburg, PA

### Call to Order

Chairman Kevin Corace called the meeting to order at 7:01 PM

### Pledge of Allegiance

### Roll Call

Kevin Corace, Chairperson  
Pat Hebda, Vice Chairperson-excused  
Marty Micko  
Bill Duncan  
Brian Snyder  
Todd Cress-resigned  
David McRoberts  
Barb Bartley- Alternate

### Staff in Attendance

Tom Hartwig, Township Manager/Engineer  
Ashley Kohley, Secretary/Administrative Assistant  
Kathy Allen, Planning Commission Liaison/Chairperson of the Board of Supervisors

### Visitors

Todd Pfeifer  
Brian Hamilton  
Frances Fennell  
Pat Neubert  
Tom Sheppard

### Public Comments - *Agenda Items*

None

### Approval of Minutes from June 7, 2021, Regular Meeting.

Motion by Mr. Duncan to approve the minutes of June 7, 2021, regular meeting. Second by Mrs. Bartley.  
Motion passed.

### New Business

- **Discussion- Pat Neubert is looking at selling property near the intersection of Cherry Valley Road and Cannon Hill Road. This would involve subdivisions and the lot has rental properties being used at this time.**

Mrs. Neubert provided arial maps to discuss several subdivisions she is proposing. She is proposing selling off a 2-acre parcel within a 59-acre parent tract. The 2-acre parcel serves as a mobile home lot with two mobile homes situated on the lot for more than 30 years. The current tenants would like to purchase the property from Mrs. Neubert. Mrs. Neubert is to only have one dwelling per lot when any changes are made to lots. Mrs. Neubert was exceeding 15

minutes on her presentation. Mr. Corace asked the board for a motion to continue. Mr. Duncan made to motion. All were in favor and the motion passed.

Mrs. Neubert's second item for the Planning Commission was proposing to combine 408 and 410 Cherry Valley Road to make one lot. Currently 410 has no dwelling left (only a garage) on the property and 408 has a mobile home in the process of being demolished. Her niece Margaret Beyer owns 408 and Mrs. Neubert, who owns 410, will be working with Mrs. Beyer to have the ownership(s) changed before combining lots through a lot line revision.

#### **Old Business**

- **Subdivision- Thomas Sheppard prepared the Dolmayer Subdivision to create a new lot from the property at 406 Deer Creek Road. The new lot will contain 10 acres being subdivided from the 190 +/- acres and will contain the house and all accessory structures. The remaining parcel will have road access but no new construction at this time.**

Mr. Sheppard attended the meeting on behalf of Mrs. Dolmayer. Previewers Mrs. Bartley and Mr. McRoberts asked that the plans document a roadway into the large parcel intended to remain agricultural land. The mylar needs to represent all three lots clearly delineated and numbered Lots 1,2, and 3. "Lot 3" must be denoted as a non-buildable lot. Mr. Duncan asked that the plans show the proper rights of way setbacks along Jack Road as well as Deer Creek Road, along with all required setbacks for the Ag Conservation District. Mr. Corace asked that all lots show a form of egress. Mrs. Bartley made a motion to send the Dolmayer Subdivision on to the supervisors for approval with the proposed changes. Second made by Mr. McRoberts. Motion passed.

- **Clinton Presbyterian Church- Kristen Hawk will be attending with a formal request for a variance for a new sign at the church. The new sign would replace the deteriorating sign they currently have.**

Mrs. Hawk attended the meeting. The previewers visited the site of the church to review the replacement of the existing sign. The new sign will only be replacing the current sign with a newer version within the same footprint, using and the same electrical wiring for with a similar bac lit light. They had no comments or objections at this time. Mr. Duncan wanted to clarify that the signage will be backlit in which Mrs. Hawk replied that it would. Mr. Corace asked that a motion be made that if a problem arises with nighttime visibility from drivers pulling out of Sandy Hill Road, that the church be responsible for installing a dimmer switch. Mr. Micko made the motion. Second by Mr. McRoberts. Motion passed.

- **Fran Fennell- Subdivision at 324 Saxonburg Blvd was tabled at last month's meeting. Update from Manager and Solicitor on this Subdivision.**

Mrs. Fennell attended the meeting. Mr. Hartwig spoke to the planning commission regarding the recommendations from the Township solicitor on a building time frame for Mrs. Fennell once she sells her house. Solicitor Hancher recommended that an agreement be drawn up between Mrs. Fennell and the Township containing a time limit for a building a residential

dwelling on Lot 2 parcel given that Lot 2 would contain a barn with no dwelling. The Planning Commission members proposed 6 months from the date of the subdivision approval to apply for a building permit and 18 months from the issuance of a building permit to obtain an occupancy permit. Additionally, discussion was held concerning showing an alternate pit and perk site on the Lot 2 parcel. Mr. Hartwig indicated he would discuss this matter with the Township Sewage Enforcement Officer and if it was necessary, then a revision could be made. A motion was made by Mr. Corace to move the Fennell Subdivision on to the supervisors for approval with the proposed agreement. Second by Mrs. Bartley. Mr. Duncan opposed until an agreement is signed. Motion passed with majority.

### **Correspondence**

- **Letter of Resignation from Todd Cress.**

It was mutually agreed by everyone in attendance that the Township would sponsor a book in the Southwest Butler County Library in Mr. Cress's name to honor his years of valuable service to the Planning Commission and Township.

### **Other Business**

None

### **Previewers for July 2021**

Brian Snyder

Bill Duncan

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*\*Due to a conflict, Mrs. Hebda was assigned the role for previewer after the meeting was already adjourned. She will take the place of Mr. Duncan for July 2021.*

### **Public Comments – *Non-Agenda Items***

Mr. Hartwig spoke on future workshop items. He was proposing that a fireworks ordinance and junkyard ordinance be drafted for consideration by the Planning Commission and ultimately the Supervisors.

Mr. Snyder would like to have the Planning Commission further discuss the matter of a property or lot having only an accessory structure(s) situated on it.

**Next Workshop: September 7, 2021, at 6:00 PM**

**Next Meeting August 2, 2021, at 7:00 PM**

**Adjourn Meeting: 8:13pm**

Mr. Duncan made a motion to adjourn the meeting. Second by Mr. McRoberts. Motion passed.

**Respectfully Submitted,**

A handwritten signature in cursive script, reading "Ashley Kohley", is written over a horizontal line.

**Ashley Kohley**  
**Administrative Assistant**  
**Clinton Township**