General Meeting Information
College Township offers both in-person and virtual meeting attendance for all public meetings. To attend in-person, meetings will be held at 1481 E. College Avenue, State College PA, 16801, 2nd floor meeting room. To attend virtually, please see the information below.

To Attend the LIVE Meeting Via Zoom on Computer or Smart Phone:
- Click here to REGISTER for the meeting via Zoom. Once registered, you will receive a confirmation email containing information about joining the meeting.

To Attend the LIVE Meeting Via Phone:
- Dial: 1 (646) 558-8656  ●  Meeting ID: 869 0772 1878  ●  Passcode: 970948

*Click Here for detailed instructions on how to participate via zoom.

VIRTUAL PUBLIC COMMENTS: Please use the raised hand feature to participate. The moderator will recognize those with their hands raised (either by name or phone number).

WRITTEN PUBLIC COMMENTS: For specific Planning Commission agenda items and for items not on the agenda, written public comments may be submitted in advance by emailing smeyers@collegetownship.org by noon the day of the meeting.

College Township is committed to making meetings accessible to everyone. If you require an accommodation or service to fully participate, please contact Jennifer Snyder at jsnyder@collegetownship.org or 814-231-3021.

CALL TO ORDER:

ZOOM MEETING PROTOCOL:

OPEN DISCUSSION (items NOT on the agenda):

CONSENT AGENDA:   CA-1   February 6, 2024 Meeting Minutes (Approval)

PLANS:   P-1   Maxwell Storage Site on Struble Road Plan

OLD BUSINESS:   OB-1   Workforce Housing (Continued Discussion)

NEW BUSINESS:

REPORTS:   R-1   Council Report
            R-2   DPZ CoDesign Update

STAFF INFORMATIVES:   SI-1   Council Approved Minutes
                        SI-2   February EZP Update
OTHER MATTERS:

ANNOUNCEMENTS: Next regular meeting will be Tuesday, March 5, 2024 at 7:00pm
Next joint meeting with Council will be Tuesday, March 26, 2024 at 6:00pm
Statement of Financial Interests – complete and return to Sharon Meyers ASAP

ADJOURNMENT:
PRESENT: Ray Forziat, Chair  
Matthew Fenton, Vice Chair  
Peggy Ekdahl, Secretary  
Ed Darrah  
Robert Hoffman  
Noreen Khoury

ABSENT: Ash Toumayants

STAFF PRESENT: Don Franson, P.E., P.L.S., Township Engineer  
Lindsay Schoch, AICP, Principal Planner  
Mark Gabrovsek, Zoning Officer  
Sharon Meyers, Senior Support Specialist – Engineering/Planning

GUESTS: Todd Smith, ELA Group, Inc.  
Mike Fisher, State College Area School District  
Missy Schoonover, Centre County Housing and Land Trust

CALL TO ORDER: Mr. Forziat called the meeting to order at 7:00 p.m.

ZOOM MEETING PROTOCOL: Mr. Forziat verified there were people present via Zoom, Ms. Schoch reviewed Zoom protocol.

ROLL CALL: Mr. Forziat verified Mr. Toumayants was absent.

OPEN DISCUSSION: None presented.

CONSENT AGENDA:  

CA-1 January 16, 2024 PC Meeting Minutes  
Mr. Darrah moved to approve the January 16, 2024 meeting minutes as written.  
Mr. Fenton seconded. Motion carried unanimously.

PLANS:  
P-1 Mount Nittany Elementary School Sketch Plan  
Mr. Todd Smith, the project manager from ELA Group, Inc. introduced himself and Mr. Mike Fisher the Director of Physical Plant with the State College Area School District. He stated that this sketch plan has already been presented to the College Township Council and he will discuss comments made by Council. Mr. Smith continued explaining the proposed addition to the Mount Nittany Elementary Building, as well as addressed parking, traffic flow, and stormwater on the campus. While presenting to Council there was a comment of pedestrian access, it was discussed to shift the sidewalk in order to move pedestrian traffic away from the parking area.
There was a question of using a stormwater basin as an athletic/practice field. Mr. Smith used
the large basin near Welch Pool, also within the school district, as an example of the proposed basin for
this project and how it will work.

Traffic flow and emergency vehicle access was also discussed. Mr. Smith noted plan sheet 3
provided and added that the renderings show the vehicle turning movements for larger vehicles than
what is anticipated to be using the new driveway.

The Planning Commission was in support of Council’s sidewalk comment. Additionally, they asked
that the island area between the proposed driveway and parking area be considered as potential
pedestrian walkway to try and limit pedestrians from walking in the vehicle driveway. Overflow parking
was also discussed, Mr. Fisher stated there are areas designated for overflow in the instance of multiple
sporting and/or school events at the same time.

OLD BUSINESS:

OB-1 Workforce Housing
Ms. Schoch introduced the topic, explained the main objective for the meeting is to discuss the
Glossary of Terms provided, and asked if there were any questions or need for clarification. She added
that these terms will ultimately be added to Zoning §200-7 Definitions.

There was a question of Gross Floor Area, which Mr. Gabrovsek explained why this definition is
included and how it is used in the Workforce Housing Ordinance. Overall the Planning Commission was
in agreement with the proposed terms and definitions being added to the ordinance. Additionally, they
agreed this will be a helpful document when diving into the ordinance in the next few meetings.

Ms. Schoch also reviewed the housing continuum and the definition of “inclusory” and
explained how these pertain to the ordinance.

With no further questions, Ms. Schoch reviewed the remand letter from Council and added that
the following are suggested tasks to be completed prior to the ordinance evaluation:

1. Review the purpose and intent statements as developed by Council and seek clarification from
   Council as needed.
2. Review the specific terms and definitions applicable within the current ordinance and consider
   new definitions that should be incorporated.
3. Conduct a detailed review of the “continuum of affordable housing” to fully understand the
   distinctions between attainable, affordable, and workforce housing.
4. Review the various applications of Area Median Income (AMI) as it pertains to the respective
   segments of the continuum of housing. Please note that Council is targeting this ordinance
   toward development of units for the workforce of “missing middle” demographic.
5. Review the definition of “inclusory and how it applies to College Township’s Workforce
   Housing Ordinance.

Ms. Schoch added that the Planning Commission has completed all of the tasks suggested by Council and
should be ready to dive into the first section of Workforce Housing Ordinance, beginning at the February
20th Planning Commission meeting. She added that the ordinance will be divided into sections to make it
less overwhelming. The next meeting will start the discussion of the applicability and incentive sections
with provisions of workforce housing and supplemental regulations sections to follow in future meetings.
Ms. Schoch stated the sections to be reviewed at the next meeting will be presented in ordinance format
and staff will make the proposed changes as clear as possible for the Planning Commission to identify.

NEW BUSINESS: None presented.

REPORTS:

R-1 Council Report
Mr. Fenton gave a brief update of the Council meeting. There were no further questions.
R-2  DPZ CoDesign Update
Ms. Schoch stated there are no further updates and added that DPZ CoDesign will be present during the March 26th joint meeting with Council.

STAFF INFORMATIVES:
SI-1  Council Minutes Approved
No further discussion presented.

SI-2  Zoning Bulletin
No further discussion presented.

OTHER MATTERS:  None presented.
Mr. Forziat provided a report of the CRPC meeting and gave a brief update.

ANNOUNCEMENTS:  Mr. Forziat announced the next meeting will be held on Tuesday, February 20, 2024 at 7:00 p.m., the next joint meeting with Council will be held on Tuesday, March 26, 2024 at 6:00 pm, and the Statement of Financial Interests are to be completed and returned to Sharon Meyers as soon as possible.

ADJOURNMENT:  Mr. Hoffman moved to adjourn. Mr. Darrah seconded. Motion carried.
Meeting adjourned at 8:09 p.m.

**Draft**

Sharon E. Meyers
Senior Support Specialist – Engineering/Planning
Maxwell Struble Road Storage Site
Project Narrative

Edward Maxwell, owner of Maxwell Truck & Equipment proposes the replotting a 3.787 acre portion of Tax Parcel 19-004-78 (Lot 2RR) to Tax Parcel 19-004-078B (Lot 3), at 501 Struble Road to construct an exterior storage area and a shop addition to his existing building for his business.

EXISTING CONDITIONS:
The property is primarily zoned I-1, General Industrial, except for a 140’ +/- wide strip of land adjacent to Struble Road that is zoned F, Forest.

The building setbacks for the site are:
Industrial:
Front: 50 feet
Side: 25 feet
Rear: 50 feet

Forest:
Front: 50 feet
Side: 50 feet
Rear: 75 feet

Parking Setbacks are:
Industrial:
Front: 10 feet
Side: 10 feet
Rear 10 feet

Forest:
Front: 30 feet
Side: 30 feet
Rear 30 feet

The existing portion of the tax parcel contains the Maxwell Trucking and Excavating Shop facility for repair and maintenance on their equipment and an existing stormwater management basin. The replotted area of the tax parcel is primarily sloped open field with intermittent perimeter tree rows.
PROPOSED:
Once the property is replotted, the open field will be developed as an exterior gravel storage area for the facility and a 3,500 SF expansion to the existing shop is also proposed.

STRUCTURE AND PARKING:
With the 3,500 SF shop addition, a total of 12 parking spaces is required. Two new paved parking spaces are proposed in addition to the existing spaces to meet the requirement including one ADA space.

The proposed building coverage is 5.20%; the maximum allowed is 50%. The proposed impervious coverage is 60.3%; the maximum allowed is 75%.

TRAFFIC/ SITE ACCESS:
All access will be provided through the existing driveway at Struble Road. Access to the exterior storage area will be provided with two gravel access driveways coming off the interior main driveway. Due to the basin grading, an easement is also being proposed for West Penn Power to access a pole directly from Struble Road.

PEDESTRIAN ACCESS:
A request for a fee-in-lieu payment for the sidewalk requirement along Struble Road has been requested as part of this project. A separate narrative has been provided for that request.

UTILITIES:
Water: College Township Water Authority currently serves the site from their water main along Struble Road. No new water service is being proposed.

Sanitary Sewer: University Area Joint Authority currently serves the site from their sanitary sewer main along Struble Road. No new sanitary sewer service is being proposed.

STORMWATER MANAGEMENT:
A new stormwater management basin is proposed to the right of the entrance drive as you enter the site. The facility will manage the stormwater from the proposed exterior stone storage area and the new building addition. The basin outlet pipe will outfall at the existing swale on the opposite side of Struble Road. The basin also has a 5’ high retaining wall. A fence is proposed on the top of the berm behind the wall and along the perimeter of the basin where the slopes exceed 3:1.
LANDSCAPING & LIGHTING

Landscaping:
Buffer yard screening between the property and the Forest zoned land of the adjacent property is required. An earthen berm varying in height from 3 feet to 7 feet is proposed along that property to provide a majority of the screening. Evergreen trees are being proposed to meet the remaining buffer yard requirements. As the developer also owns the adjacent property that requires the buffering, part of the berm will be located on the adjacent property and a temporary grading easement is proposed.

Site obscuring screening for adjacent properties is required for the outdoor storage area. Evergreen trees are proposed along the eastern property line to supplement the existing mature canopy trees. At the west side of the property, an earthen berm varying in height from 5 feet – 10 feet is proposed between the storage area and Struble Road. Again, evergreen trees are proposed along the berm to supplement the existing remaining mature canopy trees near the Stuble Road R-O-W. Additional evergreen trees are proposed above the stormwater basin to screen the storage area from the off-site view of motorist driving up that road.

Lighting:
There is no new or additional site lighting being proposed.
Lindsay K. Schoch, AICP, Principal Planner  
College Township  
1481 E. College Ave  
State College, PA 16801

RE: Maxwell Struble Road Storage Site Preliminary/Final Land Development Plan

Dear Lindsay-  
In regards to comments received for the above referenced project; we offer the following responses:

Staff Comments:

1. Cover sheet: Please verify all Act 287 Utility Information is correct, including, but not limited to, “State College, OH.”
   This has been revised.

2. Cover Sheet, Sheet 2, Sheet 4: Change all references of the phone number 238-0885 to 231-3021. College Township and the College Township Water Authority are coordinating a reciprocal change within the PA One Call system. The -0885 number is non-responsive.
   This has been revised.

3. Sheet 2: Project Notes 1.e: Adjust formatting to place Forest District under the Lot 3(R)
   This has been revised.

4. Sheet 2: As the intention of this sheet is the Replot, clearly label lots lines to be deleted and added with callouts.
   This has been revised.

5. Sheet 2, others: Distinguish closed depressions with tick mark on contour line.
   This has been revised.

6. Sheet 2, others: Please call out sinkholes on and near the property. Provide a callout for protection of sinkholes relevant to historical stormwater management.
   This has been added. See Sheet 3, Note 22.
7. Sheet 3 – Information is obscured by existing tree line, please make call out and information under shading visible.
   *This has been revised.*

8. Sheet 3 – Develop a naming convention for the existing stormwater basin in addition to the proposed stormwater basin.
   *The existing basin has been labeled “Existing SWM Basin.”*

9. Sheet 3, note 9: The burning of debris is generally not permissible with NPDES projects. The note is in conflict with other notes on the Plan and within the narratives. Clarify.
   *This has been revised.*

10. Sheet 4 - Please revise College Township Stormwater Certification signature block for consistency with 175-25.B(27).
    *This has been revised.*

11. Sheet 4: Add Note regarding lighting. Suggested language: No lighting is proposed with this plan. Any future installation of lighting shall conform to Township ordinances including, but not limited to, prevention of light spillage onto adjacent property.
    *This has been added. See Note 14.*

12. Sheet 4 – Project Note 1.e appears to be a typo; re-letter as appropriate.
    *This has been revised.*

13. Sheet 4 – Project Note 1.e, 10, 11: All blanks shall be completed prior to recording.
    *Acknowledged.*

14. Sheet 4 – Project Note 13: Please clarify the “in a manner and time so specified therein.” Consider language “not to exceed 5 years without written approval of College Township Council.” Open-ended time periods in violation of the MPC shall not be permitted.
    *This has been revised to note “not to exceed 5 years without written approval of College Township Council.”*

15. Sheet 4 and Sheet PC3 – Stormwater Facilities Maintenance Notes – Consider the addition of a statement, “In addition to the Maintenance of Proposed facilities noted above, the existing basin shall be maintained in accordance with College Township Code and PA DEP Guidance.”
    *This statement has been added to the Stormwater Facilities Maintenance Notes. See the end of the 4th paragraph in the notes on Sheet 4 and PC3.*

16. Sheet 4 – Provide a note addressing whether additional EDUs of sewer service will be required from UAJA for the building expansion. Coordinate expanded service/EDUs with UAJA.
    *UAJA has determined that 1 additional EDU will be required in addition to the existing 3 EDUs, for a total of 4 EDUs. See Note 15. A Sewage Facilities Planning Module application has been prepared for DEP, a draft is included.*
17. Sheet 5, others, Enlargement Sheet 7 – Van-accessible ADA parking stalls shall be head-in parking with the van gate opening to the right per the detail Sheet 8. Revise all site views to conform to ADA standard.
   *This has been revised.*

18. Sheet 7, Grading Note 10 – Include Infiltration Areas within the list of areas to be fenced and protected.
   *This has been added.*

19. Sheet 7, Stormwater Management Notes: Two notes are numbered #6.
   *This has been revised.*

20. Sheet 7, Stormwater Management Notes: In note #7 (likely future note #8), a reference is made to note 9.c. Clarify the reference.
   *The notes have been updated to include the referenced note. See Note 11.*

21. Will existing trees be protected?
   *Yes. Tree protection fence has been added on Sheet 3 plan and legend.*

22. Sheet 9 – Please include a typical evergreen tree planting detail.
   *This has been added.*

23. Sheet 9 - Please consider and verify separation of trees from overhead utilities. A variety of resources are available from the First Energy website and may be coordinated with Sharon Meyers of College Township staff. [https://www.firstenergycorp.com/help/safety/trees.html](https://www.firstenergycorp.com/help/safety/trees.html)
   *The proposed evergreen trees near the lines have moved further away. A copy of the plans will be sent to West Penn Power for their approval.*

24. Sheet 9 - Ensure all plantings are on lot 3R or provide a maintenance and encroachment agreement for planting on adjacent property. If a maintenance and encroachment agreement should be required, add references to the Signature Sheet and record this document prior to the LDP.
   *The proposed buffer yard trees have been adjusted so that all are located on TP 19-04-78B. A note has also been added to the plan to specifically state that the proposed trees shall be installed on the tax parcel as previously stated and also that TP 19-04-78B shall be responsible for the maintenance of the buffer yard plantings.*

25. Please confirm the number of plants on the planting schedule reflect the number of plants on the plan. The number of evergreens provided on the planting schedule is acceptable to the Township; however, that number is not reflected on the plan.
   *Another plant count has been made; the plant quantities have been updated.*

26. Sheet PC-1 – General Stormwater Facility Construction Notes: Note 3 ends with a comma; clarify any missing text.
   *This has been corrected. The comma was to be a period; thus no additional text is needed.*

27. Sheet PC-3 – Consistent with the narrative provided, please include municipality in the note detailing a preconstruction meeting at least 2 weeks prior to construction.
   *This note has been revised to include the municipality in the preconstruction meeting.*
28. Sheet PC-3 – “Null Structure” appears four (4) times. Clarify the use of HDPE end sections or poured headwalls as may be appropriate.
   *The storm drainage structure charts have been revised to accurately depict the locations of end sections, headwalls, and endwalls.*

29. Sheet PC4, Others: The first orifice is designed as a 1” orifice just 0.1 fee: above the basin bottom. This orifice is to be in an area of 12” grass and is protected by a trash rack of 2” openings. This arrangement may allow for a high possibility of clogging. *See additional discussion below. Acknowledged. See responses below.*

30. Sheet PC1, ES1 – Revise note 11 to provide certified results of the double-ring infiltrometer test to the municipality.
   *Note 11 has been revised on both sheets.*

31. Sheet ES1 – Complete the blank in Note 10.
   *The blank in Note 10 has been filled in.*

32. Ensure the newly established zoning line is included on both the replot and the land development plan.
   *Zoning line is included on all sheets.*

33. Remove the reference to the Township Engineer agreeing the sidewalks are not cost effective in the narrative.
   *This has been removed.*

34. Ensure you utilized the numbers in the newly adopted Fee Schedule for the sidewalk fee-in-lieu calculation.
   *The fee-in-lieu calculations have been updated based upon the new Fee Schedule.*

35. Please provide a surety estimate for approval by Township Engineer. Any "future" work not intended for completion in year 1 should receive an appropriate inflation factor corresponding to the future date of installation (MPC 509(h)).
   *A surety estimate will be provided under separate cover once Council decides on the sidewalks.*

36. Please provide proof of NPDES approval (175-25.C(6)).
   *NPDES review is in process and a copy of the approval will be forward to the township upon receipt.*

37. Consider clarification of Project Note 3, Sheet 4, regarding proposed use. Certain Industrial Storage uses may require additional permitting, such as a PAG-03 for vehicle salvage operations. Clarify whether the proposed Industrial Storage uses extend to require additional permitting and, if required, provide evidence the permits have been procured.
   *The proposed uses have been updated on the plan for the addition to the trucking and Construction equipment shop and proposed storage area for construction equipment and material. The NPDES permit is currently under review with CCCD/PADEP. If their comments include requiring a PAG-03 permit, one will be applied for.*
38. With respect to the 1” orifice proposed in the outlet structure (elev invert 1161.10), the Township recommends the orifice analysis be re-run with a 2.5” orifice. A 2.5” orifice is cited within the Stormwater BMP Manual as the minimum diameter to prevent clogging. If a 2.5” orifice is not feasible, consider additional protections to keep vegetation and debris from becoming a clogging nuisance. **Acknowledged. An orifice larger than 1” is not feasible due to the design standards of the MRC. In order to prevent clogging, a 2x4 concrete pad is proposed in front of the outlet structure to restrict vegetation growth immediately in front of the outlet structure and orifices. See outlet structure detail.**

39. With respect to the 0.75” orifice proposed as the MRC opening, the Township recommends the orifice analysis be re-run with a 2.5” orifice. A 2.5” orifice is cited within the Stormwater BMP Manual as the minimum diameter to prevent clogging. If a 2.5” orifice is not feasible, consider utilizing a PVC cap in lieu of an orifice plate on the inside of the structure that can be removed to perform maintenance/unclog the orifice. **Acknowledged. An orifice larger than 0.75” is not feasible due to the design standards of the MRC. A PVC cap with orifice has been added to the proposed design. Additionally, a trash rack with a removable access panel has been added on Sheet PC4 for ease of outlet structure maintenance.**

40. The proposed retaining wall will be the subject of a future Centre Region Codes review. **Acknowledged.**

41. Sheet PC2 – Provide cleanouts on all wall drains and basin subsurface drains. **Cleanouts have been provided and labeled on PC2.**

42. Sheet PC4 – The elevations within the basin do not total accurately. A 6” perforated pipe (invert 1159.0) with 3” minimum AASHTO #57 and 2’ minimum soil media will not equate to a basin surface of 1161.0. **The basin cross section details have been revised to call for 1.25’ minimum soil media depth to accurately equate to the proposed basin surface of 1161.0.**

43. PCSM Narrative – Pond Geometry – Verify weir lengths for the box at 1164.0. Against two walls, only two sides of the box will receive free-release flow over the weir. **Weir lengths have been updated to reflect this; with a crest length of 6.0 ft for the basin routing and 3.0 ft for the emergency routing. This has been checked and will have no impact on peak rates for the basin and IAF routing as the 100-year water surface elevations do not reach the top of box elevation. Updated routings for the emergency condition have been included in the report. Updated pond reports are included for the basin, IAF, and emergency routing to reflect accurate crest length for receiving flow.**

Refuse & Recycling Comments:

1. This site development plan does not include a specific on-site location for a refuse dumpster. College Township’s Solid Waste Ordinance states that “All nonresidential properties not subject to the municipality’s contract shall have contracted waste service with a hauler.” Therefore, this building should have a refuse dumpster to be in compliance with that ordinance, and it is preferable to include space for that in the site development plans. **The location of the existing refuse container has been added to the plan.**
Enclosed please find the following:
Six (6) Full-size Plan Sets
Nine (9) 11x17 Plan Sets
Two (2) Stormwater Management Reports
Six (6) Sidewalk Fee-in-Lieu Request with Full-size Exhibits.
One (1) Draft Sewage Planning Module Exemption Postcard

If you have any questions, please contact me at 814-231-8285.

Sincerely,

Mark Torretti
Project Manager

Enclosures
Cc: 22103
SIDEWALK FEE-IN-LIEU REQUEST
NARRATIVE
FOR
MAXWELL STRUBLE ROAD STORAGE SITE
PRELIMINARY / FINAL LAND DEVELOPMENT PLAN
January 16, 2024
Revised February 5, 2024

A preliminary/final land development plan has been submitted for Ed Maxwell for an outside storage area and shop addition at the Maxwell Trucking and Excavating, Inc. facility at 455 Struble Road. Exhibit 1 shows the locations of the existing sidewalk facilities near the development.

To meet the sidewalk requirements of Chapter 180, Article V, Section 16.1 Sidewalk of College Townships Subdivision and Land Development Ordinance, a fee-in-lieu payment is being proposed. The request meets the requirement of the ordinance as outlined below:

1. The construction of the pedestrian facilities is proven to be a hardship on the developer:

As shown on Exhibit 2, a sidewalk is required along the east side of Struble Road from the entrance of his shop facility to the existing driveway of re-plotted Tax Parcel 19-04-78. Several issues are created due to this requirement:

A. All the stormwater runoff from the east side of Struble Road currently drains in the existing swale immediately off the edge of the road but the conveyance system ceases prior to shop’s driveway. The township is aware of the lack of drainage conveyance facilities along Struble Road. Plans are proceeding for the extension of facilities partially up Struble Road but not to up to First Avenue. The installation for extending the drainage facilities to First Avenue and beyond is anticipated to occur within the next several years. Any installed sidewalks will most likely be required to be removed for the installation of adequately sized drainage measures.

B. As part of the industrial rezoning for the upper half of Tax Parcel 19-4-788, the developer noted they would like to maintain the existing mature trees along Struble Road as part of the screening for the residential properties’ owners on the west side of Struble Road. To install a sidewalk along the right-of-way, at least 6 trees will be directly affected and need to be removed. Seven additional trees may potentially be impacted and require removal due to the installation of the sidewalk beneath their tree canopy. This would leave the existing buffer severely diminished.

The installation of the sidewalk on the east side of Struble Road would create a hardship to the developer, the adjacent properties owners and tax payers of College
Township. If the developer installs the sidewalk as part of this development, it will most likely be removed in the upcoming years when drainage improvements are made to this area of Struble Road and the College Township residents will need to pay for this removal and replacement. The adjacent property owners on the opposite site of Struble Road will have most of the existing mature vegetative screening for the proposed storage area removed before the proposed evergreen planting can fully grow in. Depending upon the design of the drainage improvement on this side of the road, the sidewalk may be able to be moved away from some of the trees to minimize how many are removed if the swale is replaced with an underground pipe.

2. **All reasonable alternatives for inclusion of the required pedestrian facilities are exhausted.**

As shown on Exhibit 3, a sidewalk makes the most sense on the west side of Struble Road. There is an existing sidewalk along the west side of Struble Road below First Avenue that continues almost down to East College Avenue. There are also sidewalks in the residential developments that come out to Struble Road in that area:
- one along the north side of First Avenue to Struble Road
- one along Jay Lane almost out to the Struble Road intersection.

Most users of a sidewalk in this area along Struble Road will be from residents of these two streets and Jalice Circle, which has no sidewalks. Installing a sidewalk on the east side, (Maxwell side) of Struble Road would require pedestrians to cross Struble Road once to get to the sidewalk and a second time to get back to the other side for the continuation of the walk along Struble Road north of First Avenue.

From a layout perspective, this is a reasonable alternate to the other side of Struble Road. However, there appears to be property line issues with existing yard fences, obtaining grading easements from property owners, conflicts with two existing utility poles and potential conflict with the existing gas main. Also, the length of this sidewalk exceeds that required by the developer. Finally, similar to what is noted above under item No. 1 regarding future drainage improvements along Struble Road, that same could occur at this location where the sidewalk would be removed and replaced several years after it is installed.

**Fee-In-Lieu Calculations:**

Based up 448 LF of required sidewalk along the developer’s side of Struble Road, the proposed calculation fee-in-lieu is as follows:

- 448 LF x 5’ sidewalk width = 2,240 SF
- 2,240 SF divided by 9SF/SY = 249 SY

Estimate costed based upon the College Township Fee-In-Lieu rates:

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<tr>
<th>Description</th>
<th>Rate</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Facility Construction</td>
<td>249 SY x $95/SY =</td>
<td>$23,655</td>
</tr>
<tr>
<td>Incidentals</td>
<td>249 SY x $10/SY =</td>
<td>$2,490</td>
</tr>
<tr>
<td>ADA Ramps</td>
<td>2 ramps x $1,200/ramps =</td>
<td>$2,400</td>
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<tr>
<td>Total Required Fee-In-Lieu</td>
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<td>$28,545</td>
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Summary:
The Maxwell Struble Road Storage Site Preliminary / Final Land Development Plan requires approximately 448 LF of sidewalk to be installed in the Struble Road R-O-W adjacent to the site. Due to the lack of existing drainage facilities along Struble Road, College Township has immediate and future plans to make improvement to that system along the road. Any sidewalks installed as part of this development plan will most likely end up getting removed and replaced when these drainage improvements are made in the section of Struble Road. Although, the other side of Struble Road makes more sense functionally for a sidewalk, the same circumstance would apply there too.

Along with other issues such as the removal of existing mature trees along the developed property intended for storage area buffering from residents and utility poles, easements, and existing R-O-W discrepancies on the opposite site of Struble Road, the proposal for a fee-in-lieu payment makes the most sense for meeting the sidewalk requirement for this development. The fee can be utilized by the township for the installation of the sidewalk in this area when the drainage improvements are designed where the sidewalk can go in the best location with minimal conflicts either to the existing buffering vegetation on the development side or to the adjacent properties and utilities on the opposite side of Struble Road.
MEMORANDUM

To: College Township Planning Commission
From: Dustin Best, Council Chair
Re: Council Remand: Workforce Housing Ordinance
Date: November 16, 2023

OBJECTIVES:
As a practice, Township Staff provides Council with periodic reviews of both the interpretation and application of pertinent ordinances. This exercise is done to ensure these ordinances meet their desired intent and continue to be appropriate for current community development needs. The most recent ordinance to undergo such a review is Chapter 200 Zoning, Section 38.4, Workforce Housing Ordinance.

Ensuring that our workforce has access to affordable housing is a key policy of this Council. This ordinance’s application is intended to do so in a way that provides a meaningful impact on the community and economic development needs of both College Township and the Centre Region.

Council is appreciative of Planning Commission’s experience and expertise. As such, we are remanding the Workforce Housing Ordinance with the intent that Planning Commission will take their time and offer careful consideration on both the “why” and “how” behind the ordinance’s eventual application. Council is providing the following Objectives that are to be addressed during the development of any recommendations pertaining to the ordinance:

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<th>Objectives</th>
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<td><strong>1)</strong> Ensure that current ordinance and any recommended revisions thereof are both consistent and upholding of the new Purpose and Intent Statements.</td>
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</table>

2) The current ordinance addresses development of both rental and owner-occupied workforce housing, but does not provide a clear distinction in terms of ordinance implementation between those two specific housing types.

   **Evaluate and, where appropriate, provide recommendations on how to better provide for separate, but parallel, paths for development of rental and owner-occupied workforce housing units under the ordinance.**

3) The Area Median Income (AMI) in the region has increased over the past two years, which has a direct impact on the development of units for the targeted demographic and overall implementation of the ordinance.

   **Review the current AMI data and application of ranges within the Workforce Housing Ordinance to ensure that it is appropriately allowing for development of units for the targeted demographic in both the rental and owner-occupied paths.**

4) When originally adopted, the ordinance was crafted to offer incentives in terms of reductions in open space requirements and necessary infrastructure to encourage development of workforce housing units. However, when the ordinance was amended to become inclusionary, the incentives remained without any revisions.

   **Review the incentives outlined in the current ordinance and offer recommendations on whether those incentives should be altered given the ordinance’s inclusionary nature and goal to ensure that neighborhoods remain equitable in terms of basic amenities.**

The balance of this remand letter will serve to provide Planning Commission additional context on the newly developed Purpose and Intent Statements and provide a recommended process to aid in completion of the Objectives.
PURPOSE & INTENT STATEMENTS:
While the intent was implied during the original passage of the Workforce Housing Ordinance in 2009 and its subsequent amendment, it is nevertheless notable that the current ordinance is lacking both a Purpose and Intent Statement.

As with the revisions to the Residential Rental Ordinance, College Township Council recently established the new Purpose and Intent Statements below for the Workforce Housing Ordinance:

### Purpose Statement:
Consistent with College Township’s adopted Vision, Mission, and Goals Statements, the purpose of the Workforce Housing segment (Section 200.38.4) of the Zoning Ordinance is to establish and maintain housing affordability within College Township.

### Intent Statement:
The Intent of the Workforce Housing segment (Section 200.38.4) of the Zoning Ordinance is to:

1. Recognize the importance of socioeconomic diversity in nurturing more inclusive and dynamic neighborhoods.
2. Facilitate the provision of affordable and attainable rental and owner-occupied workforce housing options within College Township.
3. Place a strong emphasis on crafting sustainable, enduring solutions to housing challenges, including the implementation of long-term affordability requirements.
4. Foster collaborative efforts with neighboring municipalities to establish regional consistency in workforce housing ordinances.
5. Promote private sector investments in affordable housing through partnerships between local government and private developers aimed at constructing affordable housing units.
6. Implement incentives to promote the creation and maintenance of workforce housing.
7. Safeguard rental and owner-occupied workforce housing options within the community, enabling individuals and families with moderate to middle incomes* to reside proximate to their workplaces. *Specific targeted ranges to be determined for both rental and owner-occupied options, but will likely fall somewhere between 65-120% AMI.
8. Continuously monitor the Housing and Urban Development (HUD) Area Median Income (AMI), adjusting the AMI thresholds in the ordinance to accommodate annual increases or decreases.

RECOMMENDED PROCESS:
Recognizing the complexity of both the topic of this ordinance and the work being requested through this remand letter, Council suggests the following review tasks be undertaken prior to commencing work on the Objectives:

<table>
<thead>
<tr>
<th>Suggested tasks to be completed prior to ordinance evaluation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Review the Purpose and Intent Statements as developed by Council and seek clarification from Council as needed.</td>
</tr>
<tr>
<td>2) Review the specific terms and definitions applicable within the current ordinance and consider new definitions that should be incorporated.</td>
</tr>
<tr>
<td>3) Conduct a detailed review the “continuum of affordable housing” to fully understand the distinctions between attainable, affordable and workforce housing.</td>
</tr>
<tr>
<td>4) Review the various applications of Area Median Income (AMI) as it pertains to the respective segments of the continuum of housing. Please note that Council is targeting this ordinance toward development of units for the workforce or “missing middle” demographic.</td>
</tr>
<tr>
<td>5) Review the definition of “inclusionary” and how it applies to College Township’s Workforce Housing Ordinance.</td>
</tr>
</tbody>
</table>

SCHEDULE:
Upon completion of the recommended review tasks outlined above, Council requests that Planning Commission and staff begin working on the Objectives, as outlined on Page 1 of this letter, with the goal to provide recommendations on the Workforce Housing Ordinance prior to end of the first quarter of 2024.
COLLEGE TOWNSHIP
CENTRE COUNTY, PENNSYLVANIA

ORDINANCE NO. O-24-___
AMENDMENT TO CHAPTER 200 – ZONING

AN ORDINANCE OF THE TOWNSHIP OF COLLEGE, CENTRE COUNTY, PENNSYLVANIA, AMENDING CHAPTER 200 ARTICLE II §200-7 (DEFINITIONS) TO INCLUDE TERMS SPECIFIC TO WORKFORCE HOUSING AND REPEALING AND REPLACING CHAPTER 200 ARTICLE VIII §200-38.4 (WORKFORCE HOUSING)

GENERAL REFERENCES
Planned Residential Development – See Chapter 145

Existing Language
Additions
Deletions

PART 1
Chapter 200 Article II §200-7 Definitions (the following definitions will be added and incorporated in alphabetical order)

Affordable Housing
In general, housing for which the occupants are paying no more than 30 percent of her income for gross housing costs, including utilities.

Area Median Income
The midpoint of a specific area’s income distribution, calculated on an annual basis by the Department of Housing and Urban Development (HUD).

Building Coverage
The percentage of the lot area that is covered by building area, which includes the total horizontal area when viewed in plan.

Certification of Buyers
Regarding workforce housing, prior to the executing a purchase contract for any workforce unit, the prospective buyer shall be certified as meeting income requirements for the specified unit. Process involves ensuring the understanding of any deed restrictions, restrictive covenants, and/or liens that are placed on the workforce housing unit to ensure long-term affordability.

Certification of Renters
Prior to renting a workforce housing unit, renters shall be certified as meeting income requirements. Some restrictions apply, such as the rental unit must be used as the principal place of residence, students enrolled in post-secondary program, college, or university are eligible if the student does not meeting the IRS definition of a dependent, and the student can be classified as an independent student.
Certificate of Occupancy

A document issued by a local government or building department that certifies a building’s compliance with applicable building codes and regulations and declares it suitable for occupancy. This certificate is typically required before a building or part of a building can be used or inhabited.

Consumer Price Index

Measures the average change overtime in the prices paid by urban consumers for a basket of goods and services. The CPI provides a way to track inflation by examining the price changes of a representative set of goods and services commonly purchased by households.

Cost Off-sets

Mechanisms or strategies used to balance financial burdens imposed by zoning requirements on property owners or developers. Used as zoning incentives, including increased density, reduced setbacks, height allowances, in exchange for features like affordable housing, public open space, or other community benefits.

Density

Measures the number of housing units per acre.

Density Calculation

Pertaining to workforce housing, to determine residential density: Density of a development containing residential dwelling units shall be equal to the number of proposed dwelling units divided by the gross site area inclusive of proposed rights-of-way or any other portion of the site to be dedicated to the Township or homeowners association; only those residences which meet the definition of applicable residential dwellings shall be used to calculate the total number of dwelling units in a development; and the residential density within a planned residential development shall not include areas devoted to nonresidential uses noted in Chapter 145 (Planned Residential Developments).

Fee-in-lieu

In the context of land use, typically refers to a financial arrangement where a developer or landowner pays a fee to a local government or relevant authority in lieu of providing certain required amenities or facilities on-site as part of a development project. Typically associated with land development regulations and zoning requirements.

Inclusionary Housing

Refers to strategies that mandate or incentivize the inclusion of affordable housing units within market-rate residential developments. The goal is to create mixed-income communities and prevent the segregation of socioeconomic groups.

Incentive

Something that encourages or motivates an individual to take a particular course of action or to behave in a certain way.

Mandatory

Regarding workforce housing, developments where the residential density is five or more dwelling units per acre, the provisions of workforce housing is required.
Market-rate Unit
A dwelling unit other than mobile homes as defined, which sells on the market at a price which is affordable to those households which make above 100% of the area median income.

Mean
Average obtained by summing values and dividing by the number of values.

Median
Middle value in an ordered dataset or the average of the two middle values in an even dataset.

Mode
Value(s) that occur most frequently in a dataset.

Nonresidential Use
Offices; medical and dental offices and clinics, excluding animal hospitals and veterinary offices; places of assembly; libraries, museums, art galleries and reading rooms; retail establishments for the sale and service of goods; eating and drinking establishments, excluding fast-food establishments; research, engineering or testing offices and laboratories; health clubs and athletic and recreational facilities; child and adult day-care centers.

Regulatory Relief
Refers to the easing or relaxing of certain zoning regulations or restrictions imposed by local governments on property use and development. To address housing shortages or promote affordable housing, municipalities may grant relief from certain zoning requirements for developers building affordable housing developments.

Occupancy (limit)
The number of individuals that can reside in a particular unit.

US Department of Housing and Urban Development (HUD)
Established in 1965, HUD’s mission is to increase homeownership, support community development, and increase access to affordable housing free from discrimination. To fulfill this mission, HUD will embrace high standards of ethics, management and accountability and forge new partnerships – particularly with faith based and community organizations that leverage resources and improve HUD’s ability to be effective on the community level.

Workforce Housing Dwelling Unit
A dwelling unit which is affordable to those making up to 100% of the area median income (AMI).

PART 2
A. Intent. The intent of the workforce housing section of the zoning ordinance, as established by Township Council is:

(1) To recognize the importance of socioeconomic diversity in nurturing more inclusive and dynamic neighborhoods; and
(2) To facilitate the provision of affordable and attainable rental and owner-occupied workforce housing options within College Township; and

(3) To place a strong emphasis on crafting sustainable, enduring solutions to housing challenges, including the implementation of long-term affordability requirements; and

(4) To foster collaborative efforts with neighboring municipalities to establish regional consistency in workforce housing ordinances; and

(5) To promote private sector investments in affordable housing through partnerships between local government and private developers aimed at constructing affordable housing units; and

(6) To implement incentives to promote the creation and maintenance of workforce housing; and

(7) To safeguard rental and owner-occupied workforce housing options within the community, enabling individuals and families with moderate to middle incomes to reside proximate to their work places; and

(8) To continuously monitor the Housing and Urban Development (HUD) Area Median Income (AMI), adjusting the AMI thresholds in the ordinance to accommodate annual increases or decreases.

B. Applicability. The regulations contained herein shall apply upon the designation of dwelling units as workforce housing and shall be applicable as follows:

(1) General. A developer of residential dwelling units shall receive regulatory relief from zoning of land regulations as an incentive for providing workforce housing dwelling units. Such relief shall be based upon the type and amount of dwelling units designated as workforce housing in accordance with the regulations contained in this section:

(2) Mandatory Requirement.

(a) For those development where the residential density is five or more dwellings units per acre, the provision of workforce housing is required. A development which exceeds this density threshold shall designated a percentage of its total dwelling units as workforce housing units in accordance with the minimum levels listed in the table below:

<table>
<thead>
<tr>
<th>Density of Proposed Development</th>
<th>Percentage of Required Workforce Housing Units *</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 to 5.99</td>
<td>5%</td>
</tr>
<tr>
<td>6 to 6.99</td>
<td>6%</td>
</tr>
<tr>
<td>7 to 7.99</td>
<td>7%</td>
</tr>
<tr>
<td>8 to 8.99</td>
<td>8%</td>
</tr>
<tr>
<td>9 to 9.99</td>
<td>9%</td>
</tr>
<tr>
<td>10 or more</td>
<td>10%</td>
</tr>
</tbody>
</table>

*Reflects a percentage of total number of dwelling units within a development that are to be designated as workforce housing. In case of a fraction, the required number of units shall be rounded to the next highest whole unit.
(b) Developers can exceed the minimum levels of mandatory workforce housing listed above and shall receive any additional incentives in accordance with the regulations below.

(c) Any residential development which proposed 10 or less dwelling units shall be exempt from this mandatory requirement.

(3) Calculation of Density. To determine the residential density, the following shall apply:

(a) Density of a development containing residential dwelling units shall be equal to the number of the proposed dwelling units divided by the gross site area inclusive of proposed rights-of-way or any Township of Homeowners Association.

(b) For the purposes of this section, only those residences which meet the definition of applicable residential dwellings in Subsection C. below, shall be used to calculate the total number of dwelling units within a development.

(c) The residential density within a planned residential development shall not include areas devoted to nonresidential uses as noted in 145-17B.

C. Incentives: The incentives provided to a residential developer are on a per-dwelling unit basis unless otherwise noted within the regulations. The incentives offered below will differ depending on the type of dwelling that is being designated as workforce housing.

(1) Single-Family house and duplex. All single-family houses, duplexes and/or any structure containing two or less dwelling units in which at least one is designated as workforce housing shall be permitted to the following regulatory reductions:

(a) Minimum lot size and density: 5,000 square feet per dwelling unit or that permitted under existing zoning, whichever is less with one exception: In the Single-Family Residential Zoning District (R-1), only those lots two (2) acres or greater in size can be developed within multiple duplexes not to exceed a density of seven (7) dwelling units per acres. This calculation shall be inclusive of all land proposed for development including all proposed rights-of-way, parkland/open space areas, stormwater management facilities, and the like. [Amended 9-15-2016 by Ord. No. O-16-05]

(b) Minimum lot width: 40 feet per unit

(c) Maximum impervious coverage: 55%

(d) Side setback. The side yard setback for a lot containing workforce housing dwelling unit(s) may be reduced to seven (7) feet. Side yard setbacks may also be reduced to seven (7) feet for market-rate housing units for those side yards that directly abut lots containing workforce housing dwelling units. (Consider: If one is reduced, the other one should be reduced as well)

Parkland and open space requirements. The parkland and open space requirements of § 180-26B may be waived for dwelling units designated as workforce housing. Those subdivisions or land developments which thereby reduce the parkland and open space requirements by more than 50% shall only be permitted to do so under the following conditions:
All workforce housing units within the residential development will have safe, reasonable access via sidewalks, paths or bike paths to parkland or open space located within or near the subject residential development.

No workforce housing unit shall be more than 1/4 mile from parkland or open space in or near the subject development as measured between the two closest points of property lines of the workforce housing unit and park or open space perimeter.

For the purposes of this Subsection B(1)(e) of § 200-38.4, parkland and open space shall be considered as that designated as "existing parks" or "recreation land owned by others" and available for public use. In addition, land owned by the State College Area School District may also be considered as parkland and open space if such land contains recreation facilities that can be used by the public.

Sidewalk. The amount of sidewalks required pursuant to § 180-16.1 may be reduced in an amount equal to the total street frontage of all lots containing dwelling units defined as workforce housing units pursuant to the following:

NOTE: See also §§ 180-16, Streets, and 180-16.1, Sidewalks.

The reduction may take place anywhere within the subdivision or land development containing workforce housing units.

Any collector or arterial streets within the residential development should have a sidewalk on both sides of the street. All other streets (public or private) shall have a sidewalk on at least one side of the street.

Sidewalks shall provide access to any parkland, open space or school within or adjacent to the development.

In instances where a development of single-family houses and/or duplexes developed with multiple dwellings on a single lot in which the development contains workforce housing units, the reduction in sidewalks shall be calculated as follows:

The reduction in required sidewalk may be in an equal proportion to the percentage of the total proposed dwelling units which are designated as workforce housing.

Regardless of the amount of sidewalk permitted to be reduced as calculated above, a sidewalk shall be provided along an adjacent public street as noted above in § 200-38.4B(1)(f) and [3].

The sidewalk reduction is not guaranteed upon the provision of workforce housing. Approval of such reduction by Council will be based upon ability to meet the conditions set forth § 200-38.4B(1)(f) and [3].

NOTE: See §§ 180-16, Streets, and 180-16.1, Sidewalks.

(e) Additional Bonus. The reduced lot requirements noted in 200-38.4C(1)(a) through (d) may also be applied to market-rate housing units in addition to that of the designated workforce housing units based on the following rations or fractions thereof rounded to the nearest whole number:

[1] For every two workforce housing units which are affordable to those households with incomes between 80% and 120% of AMI, one market-rate housing unit shall be permitted to have similar lot requirements noted above in §200-38.4C(1)(a) through (d).

For every one workforce housing unit which is affordable to those households making less than or equal to 80% of AMI, one market-rate housing unit shall be permitted to have similar requirements noted above in ________

(f) Accessory Dwelling Units: Single-family houses designated as workforce housing may be permitted to contain accessory dwelling units pursuant to 200.11.A.1. If the accessory dwelling unit is to be rented, than the anticipated income from renting the accessory dwelling unit shall be included in calculating a household’s total income when certifying income of potential buyers of a workforce housing unit.
(2) Townhouse and multi-family units. All townhouses, multi-family units, and/or any other structure containing three or more dwelling units in which some or all are designated as workforce housing units shall be permitted to the following regulatory reductions:

(a) Maximum Impervious Coverage. The maximum impervious coverage for a development containing workforce housing units may be increased above that permitted in the zoning district by an amount equal to the total gross floor area of those units designated as workforce housing units. However, in no instance shall the impervious coverage exceed 55%, regardless of the number of workforce housing units.

Parkland and open space requirement. The parkland and open space requirements of § 180-26B shall be waived for all townhouse and multifamily dwelling units designated as workforce housing. Those subdivisions or land developments which thereby could reduce the parkland and open space requirements by more than 50% shall only be permitted to do so in the same manner as that allowed for single-family houses and duplexes as noted in § 200-38.4B(1)(e).

(b) Occupancy Limit. The occupancy of unrelated individuals as established in 200.11Z may be increased from three to five individuals as follows:

[1] For each unit designated as workforce housing, one unit in the development may be permitted to have up to five unrelated individuals residing within it.

[2] The unit which is permitted to have the increased occupancy, as noted above, does not have to be designated as workforce housing and can be located anywhere within the residential development containing the workforce housing.

(c) Permitted Height. The permitted height of a building may be increased by 10 feet above that permitted in the zoning district regulations, if the building contains either two dwelling units or 10% of the total dwelling units, whichever is greater, are designated as workforce housing.

(3) Planned Residential Developments. The workforce housing regulations herein are also applicable to planned residential developments as permitted in Chapter 145, Planned Residential Developments, with the following incentives:

(a) Maximum building coverage. The total ground floor area of all buildings and structures shall be permitted to exceed 30% of the total land area of the planned residential development in a manner equal to an increase of coverage by 1% for every 1% of total number of dwelling units which are designated as workforce housing. However, regardless of the number of dwellings designated as workforce housing, the total building coverage shall not exceed 40% of the total land area of a planned residential development.

(b) Maximum total impervious coverage. The maximum impervious surfaces shall be permitted to exceed 50% of the total area of the planned residential development in a manner equal to an increase of impervious coverage by 1% for every 1% of the total number of dwelling units which are designated as workforce housing. However, regardless of the number of dwellings designated as workforce housing, the total impervious coverage shall not exceed 60% of the total planned residential development.
Open space. The minimum amount of open space required in § 145-18A may be decreased below 30% of the total area of the planned residential development in a manner equal to a decrease of 1% for every 1% of the total number of dwelling units which are designated as workforce housing. However, regardless of the number of dwellings designated as workforce housing, the total open space required may not be decreased beyond 20% of the total area of the planned residential development.

(c) Additional bonus. The maximum amount of land devoted to nonresidential uses within a planned residential development shall be permitted to exceed 20% in a manner equal to an increase in nonresidential land by 1% for every 1% of the total number of dwelling units which are designated as workforce housing for households earning less than 80% of the area median income. However, regardless of the number of dwellings designated as such, the maximum area of land devoted to nonresidential uses shall not exceed 30%.
Meeting Notes From College Township Council Thursday 2.15.24

-Jeff Stover, representing Channel Communications, 2080 E. College Ave., stated that Channel’s industrial-zoned building was being used by several small groups. This constitutes a zoning violation. Mr. Stover asked for a deferral of the zoning violation until the new Dale Summit plan is enacted. Council stated that the current infrastructure does not support the small group uses. It was decided by Council to further discuss and place this issue on a future agenda.

-Jonathan Risley, Assistant Chief of Emergency Management, presented on the role of emergency management in the Centre Region. He stressed that there are codes, laws, and rules that must be followed. He thanked the cooperation with COG and PSU. He stressed that Emergency Management is not only a government plan but also a personal, individual plan. People and organizations should plan, assign and prepare for an emergency.

-February was recognized as Black History Month. CT recognizes Diversity, Inclusion and Belonging. Public input is welcome.

-Michael Bloom provided an update on the Capital Improvement Plan for 2025-2029. Council endorsed the plan and Mr. Bloom encouraged any further input from Council.

-Mr. Bloom also discussed the Solar Power Purchasing Agreement in old Business. A slide presentation was given by Pamela Adams, Sustainability Planner at Centre Region Council of Governments. Since Fall of 2018, plans to build a 22 MegaWatt Solar Energy Farm located in Centre County with the cooperation of 12 county organizations. Ms. Adams stated that the public wants this project done and it is doable, it is climate friendly and is economically beneficial. CT is estimated to use 1.1% of the energy. The largest local users are SCASD-54% and SC Borough water Authority 17.5%. The cost savings were discussed with a future 15 year solar contract being the fiscal driver. Hopefully by 2025 all 12 groups can agree on this Centre County Project.

Thanks, Matt Fenton.
### Briefing Paper – DPZ CoDesign Form-Based Code in Dale Summit
Prepared by: Lindsay K. Schoch, AICP | Principal Planner

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Status</th>
<th>Next Steps</th>
<th>Staff/Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week Ending February 16, 2024</td>
<td>Interim Zoning Changes in Dale Summit</td>
<td>Ordinance enacted.</td>
<td>Newly enacted code can be found here.</td>
<td>Staff</td>
</tr>
<tr>
<td></td>
<td>Dale Summit Area Plan Preparation</td>
<td>Joint Meeting #1 Held Wednesday, January 24, 2024</td>
<td>C-NET Recording</td>
<td>Staff / PC / CTC</td>
</tr>
<tr>
<td></td>
<td>Dale Summit Form Based Code Preparation</td>
<td>Joint Meeting #2. March 26, 2024 6:00 PM (Council &amp; PC Report by 5:15)</td>
<td>Coordinate with DPZ regarding meeting logistics.</td>
<td>Staff / PC / CTC</td>
</tr>
</tbody>
</table>
ATTENDED BY –
COUNCIL: Dustin Best, Chair
D. Richard Francke, Vice Chair
L. Eric Bernier
Susan Trainor
Tracey Mariner

STAFF: Adam T. Brumbaugh, Township Manager/Secretary
Don Franson, P.E., P.L.S., Township Engineer
Amy Kerner, P.E., Public Works Director
Lindsay Schoch, Principal Planner
Jennifer Snyder, CGA, Assistant Township Secretary

CALL TO ORDER: Mr. Dustin Best, Council Chair, called to order the February 1, 2024, regular meeting of the College Township (CT) Council at 7:05 PM and led in the Pledge of Allegiance.

ANNOUNCEMENT: Chair Best announced that Council met in an Executive Session to discuss personnel.

PUBLIC OPEN DISCUSSION: No Public Open Discussion Items brought forward.

NEW AGENDA ITEMS: No New Agenda Items were added to the agenda.

P-1   320 Struble Road Building Addition Final Land Development Plan

Ms. Schoch, AICP, Principal Planner, offered that C. Wayne Company LP is proposing a building addition to their existing property located at 320 Struble Road, which was originally Lot 2A of the Ruetgers Organics Subdivision. The property, tax parcel 19-0424E, is currently zoned I-1 General Industrial. The plan proposes a 7,064 square foot building addition to the existing 8,114 square foot warehouse currently utilized by Pierce-Phelps, Inc. for storage and distribution of HVAC equipment.

As the parcel is part of the former Ruetgers-Nease chemical plant, this Superfund site (Superfund gives the Environmental Protection Agency funds and authority to clean up contaminated sites) has limited uses for development.

Mr. Mark Toretti, Penn Terra Engineering, offered information regarding parking, traffic flow, impervious coverage, sidewalks and discussed the entrance light with Council. Council discussed including a note on the plan that the entrance light be activated and maintained as per the Township Code.

Mr. Bernier made a motion to approve the 320 Struble Road Building Addition Final Land Development Plan dated December
18, 2023, and last revised January 8, 2024, subject to the following conditions:
1. Within ninety days from the date of approval by Council, all conditions must be satisfied, final signatures must be obtained and the plan must be recorded with the Centre County Recorder of Deeds Office. Failure to meet the ninety day recordation time requirement will render the plan null and void.
2. Pay all outstanding review fees.
3. Address, to the satisfaction of the Township Engineer, any outstanding plan review comments from Staff.
4. Fully comply with College Township Code Section 180-12.
5. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.
6. Add a note to the plan that as per §180-16.3B, the owner shall repair, activate and maintain entrance light to the satisfaction of Staff.

Ms. Trainor seconded the motion.
Motion carried unanimously.

P-2 Mount Nittany Elementary School Sketch Plan

Ms. Schoch, AICP, Principal Planner, introduced Mr. Todd Smith, ELA, Project Manager, and Mr. Mike Fisher, Director of Physical Plant, State College Area School District, who introduced the Mount Nittany Elementary School Sketch Plan.

Mr. Smith offered that the preliminary plan for the Mount Nittany Elementary School proposes a 26,000 square foot building addition to the existing Mount Nittany Elementary school to accommodate increased enrollment. A passenger vehicle access/drop-off would be provided by constructing a new access drive connected to the existing elementary/middle school parking lot and running in a southerly direction parallel to the existing building and the new addition. The new access drive is intended to be used by parents for drop-off and pick-up. Mr. Smith offered to Council that this access drive provides enough space for all types of potential vehicle uses, i.e. school buses, charter buses, delivery trucks.

Mr. Smith offered that 44 parking spaces will be added to the campus. Pedestrian connections would be maintained to the existing streets and new connections within the campus would be developed to ensure pedestrian mobility. Playing fields to the east will be shifted for the addition and access drive/parking. Stormwater is addressed by a new basin and an existing basin.

Council offered comments related to pedestrian traffic and crosswalks, timeline of the project and cut-through traffic. Mr. Fisher expects the plan to be presented to Council no later than June with construction to being in late fall of 2024, early spring of 2025.

REPORTS:

a. Manager’s Update

Mr. Adam Brumbaugh, Township Manager, offered that Staff distributed to Council and the Planning Commission the Draft Form Based Code and the completed Dale Summit Area Plan in preparation for the next joint meeting which has now been scheduled for March 26 at 6:00 PM. Consultants DPZ will be in attendance at this meeting.
Additionally, Mr. Brumbaugh offered the Solar Power Purchasing Agreement Working Group met to review completed contracts for participant approvals. This discussion will be on the February 15, 2024, CT Council meeting’s agenda.

b. COG Regional, County, Liaisons Reports

**COG Land Use Community Infrastructure Committee (LUCI):** Mr. Bernier reported the LUCI Committee met on February 1, 2024, and received an update on the Comprehensive Plan and discussed the PSU Roadmap recently released entitled “Road Map for University’s Future”.

**COG Parks Governance Committee:** Mr. Francke reported the Parks and Recreation Governance Committee met on January 24, 2024, and held their reorganization meeting, reviewed the matrix of responsibilities of the Special Committee and discussed the mission and purpose of the authority.

c. Staff/Planning Commission/Other Committees

Mr. Fenton, Planning Commission (PC) Liaison to Council, offered that the PC has not met since the last CT Council meeting. Nothing to report.

d. Diversity, Equity, Inclusion & Belonging (DEIB) Reports (Public Invited to Report)

Mr. Brumbaugh, Township Manager, offered that February is the start of Black History Month. At the February 15, 2024, CT Council will bring forward a proclamation recognizing Black History Month.

CONSENT AGENDA:

**CA-1 Minutes, Approval of**

a. January 18, 2024, Regular Meeting  
b. January 24, 2024, Joint Meeting

**CA-2 Correspondence, Receipt/Approval of**

a. Email from Daniel Materna, dated January 27, 2024, regarding casino  
b. Email from Susan Strauss, dated January 29, 2024, regarding casino

**CA-3 Action Item, Approval**

a. Appointment of John Peterson to the CT Industrial Development Authority for a five-year term

Ms. Trainor offered a de minimis change to the meeting minutes.

Mr. Bernier made a motion to approve the February 1, 2024, Consent Agenda with de minimis changes to the CA-1.a. and CA-1.b. Ms. Trainor seconded the motion. Motion carried unanimously.

OLD BUSINESS: No Old Business items on the agenda.
NEW BUSINESS:

NB-1  COG Executive Director Recruitment and Search Committee

Mr. Brumbaugh, Township Manager, offered the COG Executive Director, announced his retirement plans, effective June 1, 2024. To begin the hiring process for the next Executive Director, the General Forum approved that a Recruitment and Search Committee be formed with one representative from each COG member municipality and the COG Executive Director as a non-voting member.

Chair Best offered that he would be willing and able to serve as College Township’s representative on the search Committee. Ms. Mariner offered that she would like to see the committee be comprised equitably related to both race and gender. Ms. Mariner offered she would be willing to serve as College Township’s alternate representative on the search committee.

Mr. Francke made a motion to appoint Mr. Best as the College Township’s representative on the COG Executive Director Recruitment and Search Committee and Ms. Trainor as the alternate on that committee.
Ms. Trainor seconded the motion.
Motion carried unanimously.

STAFF INFORMATIVES:  No Staff Informatives brought forward for discussion.

OTHER MATTERS:  No Other Matters brought forward for discussion.

ADJOURNMENT:

Chair Best called for a motion to adjourn the meeting.

Ms. Trainor moved to adjourn the February 1, 2024, Regular College Township Council Meeting.
Chair seconded the motion.

The February 1, 2024, Regular College Township Council Meeting was adjourned at 8:14 PM.

Respectfully Submitted By,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Secretary
LAND DEVELOPMENT PLAN COUNCIL ACTION DEADLINES

<table>
<thead>
<tr>
<th>Title</th>
<th>Submitted</th>
<th>Action Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maxwell Storage</td>
<td>1/16/2024</td>
<td>4/15/2024</td>
</tr>
</tbody>
</table>

LAND DEVELOPMENT PLAN ACTIVITY

<table>
<thead>
<tr>
<th>Title</th>
<th>Recording Deadline</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>UAJA Biosolids Upgrade</td>
<td>April 15, 2024</td>
<td>5/22 submitted, comment request sent 5/22; Comments due 6/2; revision due 6/12 (unable to make the revision deadline, extended to 6/19); revision received 6/16; to PC 6/27; to CTC 7/20; conditional approval letter sent 7/21, accepted 7/27; extension request to CTC 10/5; ext. approval sent 10/6; 12/18 sent email for extension request (due 12/26 w/ $375 fee); 1/2 ext. approved; 1/5 demo permit received</td>
</tr>
<tr>
<td>Summit Park Subdivision</td>
<td>June 3, 2024</td>
<td>7/17 submitted, comment request sent 7/18; comments due 7/28; revision due 8/7; comments due 8/11; to PC 8/14; to CTC 9/7; Determined a preliminary does not get recorded; JRA note is good</td>
</tr>
<tr>
<td>Umberger/Rockenbeck Subd</td>
<td>RECORDED</td>
<td>10/23 submitted, comment request sent 10/23; comments due 11/3; 11/13 revision due; comments due 11/17; to PC 11/21; to CTC 12/6; 1/25/24 plan signed; 1/29 picked up for recording; 1/29 RECORDED waiting for copy</td>
</tr>
<tr>
<td>Jersey Mike’s</td>
<td>March 5, 2024</td>
<td>10/23 submitted, comment request sent 10/24; comments due 11/3; 11/13 revision due; comments due 11/17; to PC 11/21; to CTC 12/6; 12/7 conditional approval sent; 12/7 conditions accepted; 1/23/24 received revised TIS; 1/30 received TIS review from Trans</td>
</tr>
<tr>
<td>Winfield Heights – Phase 2</td>
<td>April 1, 2024</td>
<td>11/17 submitted (accepted 11/20), comment request sent 11/20; comments due 12/1; revision due 12/11; comments due 12/15; to</td>
</tr>
</tbody>
</table>
CTC 1/2; 1/2/24 received conditional approval; 1/4 conditions accepted

320 Struble Road  May 1, 2024
12/18 submitted; 12/19 comment request sent; comments due 12/29; revision due 1/8/24; comments due 1/12; to PC 1/16; to CTC 2/1; 2/2 emailed conditional approval letter; 2/5 conditions accepted

Maxwell Storage  April 15, 2024
1/16 submitted; 1/17 comment request sent; 1/26 comments due; revision due 2/5; comments due 2/9; to PC 2/20, to CTC 3/7

MINOR PLANS

Ohashi Minor  Submitted 11/13/2023
Expires 2/11/2024  sent to Schnure, Kauffman, May; comments due 11/22; revision due 12/4; 12/13 emailed Nevin and Roxanne to submit revision, w/ reminder of expiration date; 12/21 received extension; 1/26/24 emailed PTE provide owner signed plan for ZO to sign; 2/5 emailed PTE plan coming; 2/6 picked up for recording

Myers Minor  Submitted 2/7/2024
Expires 4/7/2024  sent to Schnure, Kauffman, Tylka; comments due 2/16

OTHER

Dale Summit Area Plan  PC made recommendation to Council January 18, 2022; Joint Council/PC meeting held March 28; RFQ is on the website: Pre-submission meeting to be 7/14 (5 firms have signed up for pre-submission meeting); Deadline to submit proposals 8/1; to be reviewed by committee (2 Council members, 2 PC members; 1 CRPA; staff); committee established 8/4; submissions sent to committee members 8/9; member meeting 8/29 1-3pm Library; 9/7 follow up with interview candidates to request sealed quotes; interviews October 25th; DPZ is chosen firm; Contract to be reviewed by CTC 12/15; 1/11/2023 DPZ okayed contract and scope; to CTC 1/19 for approval; DPZ will be present 2/27-3/1, with a tour on 2/27; 5/3 Stakeholders identified, pre-charrette May 24; Charrette to take place 6/19-6/23, supplies being collected, possible dry run 6/16; Charrette successfully took place 6/19-6/22; Market analysis under staff review, sent to PC 8/3; Draft Ordinance being reviewed by staff; 9/13 DPZ review with staff; 2nd draft ordinance to come; draft plan submitted 10/23 being reviewed by staff; 12/22 Draft sent to CTC and PC;
Joint meeting CTC/PC **1/24/2024**; 1/29 FBC distributed; 3/26 CTC/PC joint meeting

**Pike Street Phase 3**
Surveying to begin in January; letter sent to residents, surveying started 1/11/2023; 1/18 traffic calming maps removed from Council room; before pictures are complete (may take after pictures of traffic calming phase); dedication of traffic calming 4/21; ongoing

**Traffic Signal Technologies Grant (TSTG)**
Frank is working with help of District 2 PennDOT; Application due September 30; resolution to be passed; Application submitted; 12/14 approved for $127,700; need RFP for traffic engineering services; 3/28 RFP submission deadline; 5/3 consultant chosen; PO for Adam to sign and return to Nick; meeting 8/9; Q4 status report done; to coincide with GLG; ongoing

**Green Light Go (GLG)**
to coincide with TSTG; $190,880 awarded, 20% match; exp. 6/30/25; ongoing

**ARLE**
Awarded $146,320; Rt 322/College Ave signal improvements; 2/5 signed; ongoing

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**ENGINEERING BOND/LOC SURETY EXPIRING SOON**

No surety due to expire/renew until May

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**LDP’s UNDER CONSTRUCTION**

<table>
<thead>
<tr>
<th>Project</th>
<th>Contractor</th>
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<tbody>
<tr>
<td>Canterbury Crossing</td>
<td>Rearden</td>
</tr>
<tr>
<td>Evergreen Heights</td>
<td>Arize FCU/ Stocker</td>
</tr>
<tr>
<td>Mount Nittany Medical Center</td>
<td>Moerschbacher Minor</td>
</tr>
<tr>
<td>Steve Shannon</td>
<td>State College Area Food Bank</td>
</tr>
<tr>
<td>Winfield Heights</td>
<td>C3 Phases 1 &amp; 4</td>
</tr>
</tbody>
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