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: 851 4333 4652  ●  Passcode: 375046

*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.

CALL TO ORDER:

ZOOM MEETING PROTOCOL:

OPEN DISCUSSION (items NOT on the agenda):

CONSENT AGENDA:  CA-1  June 6, 2023 Meeting Minutes (Approval)

PLANS:  P-1  University Area Joint Authority Biosolids Upgrade Project LDP (Discuss/Recommend)

OLD BUSINESS:  OB-1  Residential Rental Ordinance (Discuss)
- OB-2  Shiloh Road Rezoning (Discuss/Recommend)

NEW BUSINESS:

REPORTS:  R-1  DPZ CoDesign Update
- R-2  Council Update
STAFF INFORMATIVES:  SI-1  Council Meeting Minutes
                      SI-2  EZP Report

OTHER MATTERS:       OM-1  Charrette Overview

ANNOUNCEMENTS:       Next regular meeting will be Tuesday July 18, 2023 at 7:00pm

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

ZOOM MEETING PROTOCOL: Mr. Darrah verified there were no participants present via Zoom.

ROLL CALL: Mr. Darrah confirmed two members were excused from tonight’s meeting.

OPEN DISCUSSION: None presented.

CONSENT AGENDA:
Mr. Hoffman moved to approve the May 2, 2023 meeting minutes as written. Mr. Fenton seconded. Motion carried unanimously.

PLANS: None presented

OLD BUSINESS: None presented

NEW BUSINESS:
NB-1 Residential Rental Ordinance

Mr. Darrah clarified the topic of discussion should be the intent and if the Planning Commission feel the updated intent still meets the ordinance language. Ms. Schoch confirmed and continued that the main difference in the intent of the Ordinance is adding the preservation of the single family neighborhoods in the Township. She added that Council is also asking the Planning Commission to review
the Residential Rental Ordinance as it is written and make any recommendations necessary to insure the intent is upheld.

Mr. Hoffman questioned if the intent recommendation was from Council of staff. Ms. Schoch clarified that staff reviewed various versions of a possible intent with Council and what has been presented to Planning Commission is the recommendation from Council.

Mr. Darrah stated that the intent described in the memo to Planning Commission is very similar to the intent in the ordinance presently and clarified that the intent in the ordinance will be removed and replaced with the intent described in the memo should the Planning Commission make that recommendation. He then reviewed each line of the current intent and the proposed intent. Mr. Hoffman stated that the proposed intent is beefing up the ordinance. Ms. Schoch confirmed and stated that the ordinance will be more enforceable for the Township.

Ms. Khoury stated there is confusion with the definition of long-term rental. She opined that the ordinance should be scanably clear and this definition is not. After some discussion it was determined that the long-term rental definition should be changed to “Any dwelling unit, or portion thereof, that is offered for rent or lease as a living facility in increments of fifteen (15) consecutive nights or more”.

The Planning Commission also discussed the short-term rental definition and how the no more than 45 total nights per year was determined. There was also some discussion of owner occupied and non-owner occupied, as well as how the State College Borough handles rentals.

Mr. Hoffman moved to recommend Council remove the current intent of the Residential Rental Ordinance (160-2(A-E)) and replace with the intent proposed to the Planning Commission in the memo from Council. Additionally the long-term rental definition (lines 38-40) should be changed to fifteen (15) consecutive nights or more to make the ordinance scanably clear.

Mr. Fenton seconded. Motion passed unanimously.

REPORTS:

R-1  DPZ CoDesign Update & Pre-Charrette Slides

Mr. Darrah stated that Ms. Schoch has provided three weekly updates of the activities with DPZ as well as the slides from the Pre-Charrette powerpoint presentation. Ms. Schoch explained the presentation will also be presented at the opening night of the Charrette and will most likely include some additional findings from continued analysis. She added that she continues to keep in touch and the project is moving forward, and plans for the Charrette week of June 19th through June 23rd to be intense but productive.

The Planning Commission discussed the allowance of R-3 uses in the PRBD and that the Planning Commissions concerns and recommendations may not have been conveyed clearly to staff and therefore to Council either. There was some confusion as to whether a public hearing had been set. Ms. Schoch verified that Council has not set a public hearing for the PRBD Ordinance. Mr. Darrah requested the meeting minutes from the May 4th and June 1st Council meetings. Ms. Meyers made note to add requested minutes to the agenda packet for the next meeting.

R-2  Council Updates

Mr. Hoffman gave a brief update of the June 1st Council meeting. He stated that the chair had given her resignation at the meeting. Centre Hills Traffic Calming bids had been discussed and a bid awarded. Mr. Hoffman stated he enjoyed seeing a local cub scout troop presentation at the beginning of the meeting. He also stated there was some discussion on the Stoney Batter on street parking issue. Mr. Franson clarified that during peak days in the Spring (PSU graduation, etc.) traffic and parking in the area of the Mount Nittany Trail Head is an issue and Council is discussing options to mitigate the matter.

R-3  Centre Region Planning Commission Summary Report

No further discussion.
STAFF INFORMATIVES:

- **SI-1 Council Meeting Minutes**
  Council meeting minutes had been reviewed and discussed earlier in the meeting and Mr. Darrah requested May 4th and June 1st minutes be added to the next meeting packet.

- **SI-2 Zoning Bulletin**
  No further discussion.

- **SI-3 What is a Charrette & Charrette Flyer**
  No further discussion.

- **SI-4 Memo to Council – Zoning Amendment Consideration**
  No further discussion.

OTHER MATTERS: None presented

ANNOUNCEMENTS:

- Mr. Darrah announced the next meeting will be Tuesday, June 27, 2023 at 7:00 p.m., and he will not be in attendance.
- Ms. Schoch announced the Charrette will be held during the week of June 19th.

ADJOURNMENT: Mr. Sharp moved to adjourn. Mr. Fenton seconded. Motion carried.

Meeting adjourned at 8:18 p.m.

**Draft**

Sharon E. Meyers
Senior Support Specialist – Engineering/Planning
The University Area Joint Authority (UAJA) owns and operates the Spring Creek Pollution Control Facility, a regional wastewater treatment facility serving five municipalities within the Centre Region of Centre County, PA. As part of the current treatment process, biosolids are sent to UAJA’s existing composting facility which is used to stabilize wastewater sludge and wood chips into a Class A compost product, which is then sold within the community.

The existing composting facility is in need of replacement and expansion to continue to process sludge from projected community growth. In 2020, UAJA began a feasibility study of biosolids management and calculated the net cost of composting at $76 - $80 per wet ton of sludge. Following an evaluation of alternatives, UAJA decided to replace the composting process with anaerobic digestion and sludge drying to reduce long-term operational costs and generate revenue from the production and sale of renewable natural gas, while still producing a Class A Biosolids product.

In addition to the treatment of its own sludge, UAJA intends to construct a facility that will have the capability of receiving and processing imported sludge from other regional wastewater treatment facilities as well as organic wastes (food waste) diverted from landfills, generating additional revenue to further offset the long-term costs of managing UAJA’s sludge.

The proposed Biosolids Improvement Project consists of the following components:

1. Sludge pumping and thickening
2. Thermal hydrolysis and mesophilic anaerobic digestion of sludge
3. Sludge dewatering
4. Sludge drying
5. Imported sludge cake receiving and drying
6. Organic waste receiving and depackaging
7. Anaerobic digestion of organic (food) waste
8. Truck load-out of Class A dried biosolids product
9. Biogas upgrading and pipeline injection

The proposed project will serve the existing populations within the Centre Region municipalities that are already served by the treatment plant. While the project is not intended to serve new development, it is sized and designed for any additional development that may occur within the Centre Region’s Regional Growth Boundary and sewer service area.

While the project meets the requirements for a Minor Land Development in College Township; Township staff have requested this project go through the Preliminary/Final Land Development process. The following provides additional information about the project and its beneficial impact to the UAJA service area as well as surrounding communities:

**Overview**

- Replacing sludge Composting process with Anerobic Digestion and Sludge Drying
- Opportunity to digest organic food waste
- Regional sludge to be dried in sludge dryer
- Class A Biosolid dried product to be distributed similar to current compost sales, but with a reduced overall quantity.
- Raw biogas will be upgraded into Renewable Natural Gas (RNG) and injected into adjacent pipeline.
Trucked Waste

- Amount of trucked waste – Trucked waste INTO the site will consist of the following waste streams and anticipated average number of trucks per day (assuming a 30-CY haul):
  - Dewatered sludge cake: Dewatered sludge from regional municipal wastewater treatment plants. Approximately 39 wet tons/day, at an average of 2 – 3 trucks per day total. Trucks will enter site and dump sludge within an enclosed, odor-controlled building.
  - Diverted food waste from CCRRA: Pre-sorted food waste (packaged or unpackaged). Source separation will occur at the Transfer Station. Up to 45 wet tons per day, using 1 truck per day. Trucks will enter site and dump waste within an enclosed, odor-controlled building.
  - Merchant food waste: Food waste (packaged or unpackaged) diverted from landfills. Mostly from food processing and manufacturing facilities, liquid or solid. Examples include: expired canned food, mis-labeled bottles of iced tea, recalled ice cream, etc. Trucks carrying this material to the plant will be at an irregular frequency.
- Trucks removing waste FROM the site will haul dried biosolid product at a rate of 16 – 22 tons per day, or 1 – 2 trucks per day.
- In total, 4 – 6 trucks to/from the site per day.
- All trucks hauling material to the site will pass through a radiation scanner.
- All waste receiving process will occur within enclosed, odor-controlled buildings.

Operational Hours

- UAJA will transition solids processing operations to 24-hour operation (liquid end is currently 24-hours).
- Trucks to/from the site will be restricted to Monday – Friday, 8:00 am to 4:00 pm.

Site Development

- All new buildings, tanks, equipment to be located within current Composting area.
- Demolition of two (2) buildings and part of a 3rd building. Construction of two (2) new (smaller) buildings.
  - Net decrease of building square footage of 60,890 SF
- Net increase of impervious area less than 5,000 SF (1.1% increase)
- Calculated Total Building Coverage: 86,970 SF (2.07%)
- Calculated Total Impervious: 453,861 SF (10.80%)
- No change in property lines
- No modification to stormwater management facilities
- No change to site access

Project Schedule

The proposed Biosolids Improvement project is nearing completion of its design and permitting phases. Act 537 Planning was completed and approved in October 2021 with a Water Quality Management Part II Permit issued by the Pennsylvania Department of Environmental Protection in March 2022. The remainder of the project schedule is as follows:

1. Submission of Land Development Plan - May 2023
2. Submission of application for Air Quality Permit Plan Approval - June 2023
3. Submission of application for Building Permit - June 2023
4. Advertisement for Construction Bids – June 2023
5. Receipt of Construction Bids – July – August 2023
6. Award of Construction – August 2023
7. Initiation of Construction – September 2023
8. Completion of Construction – March 2025
MEMORANDUM

To: Michele Aukerman, Rettew Associates, Inc.

From: Sharon Meyers, Sr. Support Specialist – Engineering/Planning

Re: University Area Joint Authority Biosolids Upgrade Project Preliminary/Final Land Development Plan

Date: Friday, June 2, 2023

Attached are comments from staff and county regarding the above-referenced preliminary/final land development plan: The revision of this plan, with comments addressed is due no later than Monday June 12, 2023 by noon. I will need six (6) full size paper sets, and a digital copy of the revised plan. Please also include nine (9) half-size paper sets of the revised plan for College Township Planning Commission meeting packet. Please email to smeyers@collegetownship.org.

The scheduled review before Planning Commission is tentatively Tuesday, June 27, 2023 at 7:00 p.m.

Should you have any questions, please do not hesitate to reach out.

Thank you.
MEMORANDUM

To: RETTEW
Attn: Michelle Aukerman, P.E.
330 Innovation Blvd. Suite 104
State College, PA 16803

From: Lindsay K. Schoch, AICP | Principal Planner

Re: UAJA Bio-solids Upgrade Project Preliminary/Final Land Development Plan

Date: May 31, 2023

As a result of your submission of the above referenced plan, please find below a list of comments from staff.

1. During demolition, how will you ensure the odor will be controlled?

2. LD-02 references DWG. 70X-01, please submit all drawings, making a full set of plans.

3. How will UAJA store bulk items coming to be processed?

4. Please include the Township’s wellhead protection areas on the Plans so we can determine the proximity of the newly relocated fueling station. The precise location of the fueling station and how it relates to the wellhead protection area is of most importance.

5. Per the requirements of the Subdivision and Land Development Ordinance, adjacent property owner notification is a requirement as well as an announcement of when this plan will be in front of the College Township Planning Commission for review. Please send notification to all adjoining tax parcels. Township staff has included a sample letter for your use.

6. LD-01 – Change the College Township Water Authority Number to (814) 231-3021

7. We noticed an existing odor control ductwork is being removed, will this be replaced?
To: Michele Aukerman, P.E.

From: Jere Northridge, P.E., Assistant Township Engineer

Re: UAJA Land Development Plan

Date: June 2, 2023

As a result of your submission of the above referenced plan dated May 19, 2023, with no revisions cited, please find below comments 1-7 from the Assistant Township Engineer:

1. The project narrative contains several key facets of this project. Please add the following to the plan as “General Notes:”
   
   A. All waste receiving process will occur within enclosed, odor-controlled buildings.
   
   B. The project has a net increase of impervious area less than 5,000 square feet (1.1% of site impervious) and is waiver-eligible under 175-11.A(1).
   
   C. The project proposes no change to existing stormwater facility capacity, operation, or maintenance. Stormwater facilities are incorporated by reference within site NPDES permit PA0026239.
   
   D. All trucked waste to the site shall be limited to septage, dewatered sludge cake, merchant food waste, diverted food waste, and products of a similar nature as noted within the narrative. Potential industrial waste streams subject to additional PA DEP permitting are not incorporated within this project.

2. Consistent with 175-15.L, notify Benner Township of this project and provide the letter and certified receipt to College Township.

3. Consistent with 175-15.M, the applicant shall notify all adjacent property owners. Provide the letter and certified receipts to College Township.


5. Obtain all other necessary permits from agencies holding jurisdiction as appropriate (175-25.C(6)).

6. Provide a signature block consistent with 175-25.B(26). This signature block shall serve as acknowledgment that the existing facilities are of satisfactory size and maintained in a compliant manner.

7. Provide a signature block consistent with 175-25.B(27) for Township Engineer. This signature block shall serve as acknowledgment that the waiver criteria has been satisfied by comments 1.B and 6 above.
PLAN REVIEW RECORD
DATE: 5/25/23 REVIEW: Preliminary Site Plan 23-3
JURISDICTION: College Township

BUILDING LOCATION: 1576 Spring Valley Road
PROJECT DESCRIPTION: UAJA Biosolids Upgrade Project

REVIEWED BY: Rob Wagner, Plans Examiner
Attn: Sharon Meyers
Email: smeyers@collegetownship.org

Pages 1

<table>
<thead>
<tr>
<th>No.</th>
<th>REVIEW COMMENTS</th>
<th>Code section</th>
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<tbody>
<tr>
<td>1</td>
<td>Sheet LD-02: Indicates accessible parking at existing Compost Building, while Sheet LD-03 indicates no accessible access to the proposed new buildings, including the Control Room Restroom.</td>
<td>IBC 1103, 1104, 1109.2</td>
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</table>
MEMORANDUM

Date: June 2, 2023

To: Lindsay Schoch, AICP
   Principal Planner
   College Township

From: Mark Boeckel, AICP
   Principal Planner

RE: UAJA Biosolids Upgrade Project Preliminary/Final Land Development Plan – Centre Regional Planning Agency Review

The Centre Regional Planning Agency (CRPA) received the UAJA Biosolids Upgrade Project Preliminary/Final Land Development Plan on May 22, 2023. This review is intended to fulfill the requirements of the Centre Region’s Agreement of Relationship (dated March 16, 1982) with the Centre County Planning Commission, relative to the provisions of the Pennsylvania Municipalities Planning Code.

The plan proposes the construction of a new biosolids processing facility on Tax Parcel #19-002-008E.

Based on our review, the CRPA finds that the proposed land development plan is consistent with the 2013 Centre Region Comprehensive Plan Update.

The CRPA offers the following advisory comments for your consideration:

1. The source of title should be updated to reflect the most recent deed book and page number.

If you have any questions regarding the supplied comments, please contact the CRPA at (814) 231-3050.

cc: CCPCDO
May 23, 2023

LETTER OF ACKNOWLEDGEMENT

College Township Council
Don Franson, Township Engineer
1481 East College Avenue
State College, PA 16801

RE: Preliminary / Final Land Development Record Plan --
University Area Joint Authority -- Biosolids Upgrade Project;
Plan Dated: May 19, 2023 (last revised: none referenced);
College Township

CCPCDO FILE NO: 65-23

CCPCDO DATE RECEIVED: May 22, 2023

Dear Mr. Franson:

The Centre County Planning and Community Development Office acknowledge receipt of the above-referenced proposal.

Per our previous agreement with the Centre Regional Planning Commission Office, the County Planning and Community Development Office’s responsibility concerning its review and comment function (as required by Section 502(b) of the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as amended) will be assumed by the Centre Regional Planning Office.

For your official records, please be advised that this Letter of Acknowledgement is intended to satisfy the County Planning and Community Development Office’s review and comment responsibilities.

If you have any questions concerning the above, please feel free to contact me.

Respectfully submitted,

Christopher D. Schnure
Subdivision and Land Development Planner

/copies

Copies: College Township Planning Commission -- Peggy Ekdahl, Secretary
College Township Zoning Officer -- Mark Gabrovsek
Centre Regional Planning Agency
Dear Property Owner,

At the June 27th meeting of the College Township Planning Commission, the University Area Joint Authority Preliminary/Final Land Development Plan will be presented for formal review and comment. The proposed project site is located at 1576 Spring Valley Road and is adjacent to your property. This plan is presently in the planning and development stages; public comment is welcome at this meeting. A copy of the plan and narrative are available for public inspection at the College Township Municipal Building during regular business hours. The meeting will be held at the College Township Municipal Building at 1481 East College Avenue, State College, PA 16801, on June 27, 2023 starting at 7:00 p.m.

For questions or information concerning the plan, please contact the Zoning Officer at the Township Municipal Building at 814-231-3021.

Sincerely,

Michele Aukerman
Project Manager

cc: College Township
June 16, 2023

Ms. Sharon Meyers
Sr. Support Specialist – Engineering/Planning
College Township
1481 East College Avenue
State College, PA 16801

RE: University Area Joint Authority
Biosolids Upgrade Project
Preliminary/Final Land Development Plan
RETTEW Project No. 094612026

Dear Ms. Meyers:

On behalf of the University Area Joint Authority (UJA), we are hereby submitting the revised plans, and supporting documentation for the above referenced project. The plans have been revised per the Township staff comments received June 2, 2023. Our item-by-item response to each comment appears in bold.

Comments from Lindsay K. Schoch, AICP, Principal Planner:

1. During demolition, how will you ensure the odor will be controlled?

   Response: Prior to the start of the demolition for this project, the plant will cease its composting operations. Sludge dewatering will still occur within the existing Dewatering Building. This building is connected to the existing odor control facility and will remain connected during construction. The project does not include demolition of the odor control facility, only the ductwork that connects the existing Compost Building to the odor control facility. All odors from plant will continue to be managed.

2. LD-02 references DWG 70X-01, please submit all drawings, making a full set of plans.

   Response: The reference to DWG 70X-01 has been removed from the land development plans. This drawing is not part of the plan set.

3. How will UJA store bulk items coming to be processed?

   Response: Most bulk “food waste” items will be processed upon arrival in the Waste Receiving Building. Bulk “food waste” items that require temporary storage while waiting to be processed will also be stored within the Waste Receiving Building. This new building will be connected to the existing odor control system.

4. Please include the Township’s wellhead protection areas on the Plans so we can determine the proximity of the newly relocated fueling station. The precise location of the fueling station and how it relates to the wellhead protection area is of most importance.
Response: The Township's wellhead protection area has been included on the enclosed revised Plans. Note that the shaded area shown is the location of Nolin soils as the Plant site is outside the 1,200-foot radius well head protection zone. See LD-03 for the proximity of the relocated fueling station to the wellhead protection area.

5. Per the requirements of the Subdivision and Land Development Ordinance, adjacent property owner notification is a requirement as well as an announcement of when this plan will be in front of the College Township Planning Commission for review. Please send notification to all adjoining tax parcels.

Response: Adjacent property owners have been notified of the project as well as when the plan will be in front of the College Township Planning Commission for review.

6. LD-01 - Change the College Township Water Authority Number to (814)-231-3021.

Response: The College Township Water Authority Number has been updated on Drawing LD-01.

7. We noticed existing odor-control ductwork is being removed, will this be replaced?

Response: Existing odor-control ductwork is to be removed only for the demolished Compost Building. This ductwork will be cut and plugged at the support as shown on LD-02. New odor-control ductwork will be constructed to connect to the new Waste Receiving and Dryer Buildings as shown on Drawing LD-03.

Comments from Jere Northridge, P.E., Assistant Township Engineer:

1. The project narrative contains several key facets of this project. Please add the following to the plan as “General Notes.”
   A. All waste receiving process will occur within enclosed, odor-controlled buildings.
   B. The project has a net increase of impervious area less than 5,000 square feet (1.1% of site impervious) and is waiver legible under 175-11.A(1).
   C. The project proposes no change to existing stormwater facility capacity, operation, or maintenance. Stormwater facilities are incorporated by reference within site NPDES permit PA0026239.
   D. All trucked waste to the site shall be limited to septage, dewatered sludge cake, merchant food waste, diverted food waste, and products of similar nature as noted within the narrative. Potential industrial waste streams subject to additional PA DEP permitting are not incorporated within this project.

Response: These General Notes have been added to Dwg LD-01. Please see the enclosed revised plans.

2. Consistent with 175-15.L, notify Benner Township of this project and provide the letter and certified receipt to College Township.
Response: Benner Township has been notified of the project consistent with 175-15.I. A copy of this correspondence is enclosed. As soon as the certified receipt is received, a copy will be forwarded to the Township.

3. Consistent with 175-15.M, the applicant shall notify all adjacent property owners. Provide the letter and certified receipts to College Township.

Response: Adjacent property owners have been notified of the project as well as when the plan will be in front of the College Township Planning Commission for review. Copies of this correspondence are enclosed. As soon as the certified receipts are received, copies will be forwarded to the Township.


Response: E&S and NPDES for Stormwater Associated with Construction are currently pending approval. Copies of these approvals will be provided to the Township as soon as they are received.

5. Obtain all other necessary permits from agencies holding jurisdiction as appropriate (175-25.C[6]).

Response: Please see enclosed Water Quality Management (WQM) permit issued by the Pennsylvania Department of Environmental Protection for this project.

6. Provide a signature block consistent with 175-25.B[26]. This signature block shall serve as acknowledgement that the existing facilities are of satisfactory size and maintained in a compliant manner.

Response: Signature block consistent with 175-25.B[26] has been added to Drawing LD-01.

7. Provide a signature block consistent with 175-25.B[27] for Township Engineer. This signature block shall serve as acknowledgement that the waiver criteria has been satisfied by comments 1.B and 6 above.

Response: Signature block consistent with 175-25.B[27] has been added to Drawing LD-01.

Comments from Rob Wagner, Plans Examiner, Centre Region Council of Governments:

1. Sheet LD-02: Indicates accessible parking at existing Compost Building, while sheet LD-03 indicates no accessible access to the proposed new building, including the Control Restroom.

Response: Accessible parking has been added in front of the proposed Dryer Building to replace the spots removed from the Compost Building. See the revised Drawing LD-03.

Comments from Mark Boeckel, AICP, Centre Region Planning Agency:

1. The source of title should be updated to reflect the most recent deed book and page number.
Response: The source of title has been updated to reflect the most recent deed book and page number on Drawing LD-01.

Please review the responses above for consideration of the Preliminary/Final Land Development Plan at the June 27th Planning Commission meeting. We request the Planning Commission provide conditional approval contingent upon receipt of the certified mail receipts and the E&S and NPDES Permits. If you have any further questions or need additional information, please feel free to call me at 814-308-0645 or contact me via email at michele.aukerman@rettew.com.

Sincerely,

Michele A. Aukerman, P.E.
Team Lead, Municipal

Enclosures

Cc: Cory Miller, University Area Joint Authority
    Jason Brown, University Area Joint Authority

2:\Shared\Projects\09461\094612026\Biosolids Upgrade\EE\06 Permits\Land Development\2023-06-19_college_ld response\2023-06-16_College_LD Response.docx
COLLEGE TOWNSHIP
CENTRE COUNTY, PENNSYLVANIA

ORDINANCE NO. O-23-____

AMENDMENT TO CHAPTER 160 – RESIDENTIAL RENTAL PROPERTY

AN ORDINANCE OF THE TOWNSHIP OF COLLEGE, CENTRE COUNTY PENNSYLVANIA,
AMENDING CHAPTER 160, RESIDENTIAL RENTAL PROPERTY IN VARIOUS LOCATIONS

GENERAL REFERENCES
Property Maintenance and Fire Code – see Ch. 152.
Zoning – see Ch. 200.

Strikethrough = deletion
Bold Italics = addition

WHEREAS, the Council of the Township of College adopted a Rental Property Ordinance on
June 21, 2012 as Chapter 160 in Ordinance No. O-12-01; amended by Ordinance No. O-20-09; and

WHEREAS, the Council of the Township of College remanded to the Planning Commission to
review the existing Rental Property Ordinance to ensure the consistency of the ordinance and that it
continues to meet the new intent; and

WHEREAS, the Council of the Township of College has received recommendations from the
College Township Planning Commission and improvements as designated to the Residential Rental
Property Ordinance No. O-23-04; and

WHEREAS, the Council of the Township of College has given due public notice of hearings of
the proposed Ordinance and has held such public meetings.

Article I
General Provisions

§ 160-1 Title.
This chapter shall be known and may be cited as the "College Township Residential Rental Ordinance."

§ 160-2 Purpose and intent.
A. To establish the regulations, procedures and standards for the review and approval of all rental units in
the Township;
B. To preserve and foster the public health, safety, and general welfare, and to aid in the harmonious and
orderly development of the Township in accordance with the Regional Comprehensive Plan;
C. To establish a review process that is efficient in terms of time and expense; effective in addressing the
impacts of rental units; and equitable with regard to regulations and procedures, while respecting the
rights of property owners;
D. To ensure the safety of structures that are used as rental units and/or short-term rentals; and
E. There are two types of dwellings regulated in this article: short-term rentals and long-term rentals. If in
violation of this article, penalties exist to ensure compliance to protect the health, safety, and general
welfare of the residents of College Township and those utilizing the dwellings described herein.
The Residential Rental Ordinance is intended to protect the distinctive qualities of single-family neighborhoods and the availability of affordable housing within College Township, through the regulation of two types of residential usages: short-term rentals and long-term rentals.

The Residential Rental Ordinance will hereby:

A. Establish the regulations, procedures and standard for the review and approval of all both short-term and long-term residential rental units in the Township;

B. Preserve and foster the public health, safety, and general welfare, and to aid in the harmonious and orderly development of the Township in accordance with the Regional Comprehensive Plan;

C. Establish a review process that is efficient in terms of time and expense; effective in addressing the impacts of rental units; and equitable with regard to regulations and procedures, while respecting the rights of property owners;

D. Ensure the safety of structures that are used as either short-term or long-term rentals and the well-being and safety of residents and visitors in these dwellings, penalties are established for any violations of the regulation;

E. Prioritize fairness, protect the rights and interests of all involved parties, including the ability to operate short-term and long-term rentals as specified in the ordinance and allow for accessory dwelling units; and,

F. Promote transparency and accountability in the enforcement of the ordinance.

§ 160-3 Applicability.

No person, firm, or corporation shall rent or lease to another, or advertise for rent or lease, or provide for residential occupancy, any dwelling unit, rooming unit, or portion thereof, until the regulations contained herein have been met and a residential rental permit has been received.

§ 160-4 Definitions.

Unless a contrary intention clearly appears, the following words and phrases shall have the meaning given in this section, as well as those terms defined in Chapter 152, Property Maintenance Code. All words and terms not defined herein shall be used with meaning of standard usage.

CENTER FOR DISEASE CONTROL AND PREVENTION

A national resource for information regarding the cleaning and sanitizing of areas to prevent the spread of diseases that arise.

DESIGNATED AGENT

A licensee who has been assigned by a principal or supervising broker to represent a client while a different client in the same transaction is represented by another licensee affiliated with the same principal or supervising broker in a transaction. A designated agent provides full representation to his or her client. Also named, person-in-charge or responsible party.

LONG-TERM RENTAL

Any dwelling unit, or portion thereof, that is offered for rent or lease as a living facility in increments of more than 14 or more consecutive nights.

NONOWNER OCCUPIED

The owner does not occupy the property, as the principal residence.
OWNER OCCUPIED
Lived in by the owner. Owner of the property occupies the dwelling as the principal residence.

Pennsylvania Department of Health Guidelines
The current guidelines set forth by the PA Department of Health (DOH) for cleaning, sanitizing, and disinfecting standards.

Rent
Compensation paid for the use of a dwelling unit or portion thereof, including, but not necessarily limited to: money, services and/or property. As a verb, the term "rent" means to get or give the use of a dwelling unit or portion thereof in return for such compensation or any combination thereof. The term "rent" does not include arrangements where there is no compensation such as but not limited to money, services, and/or property provided.

SHORT-TERM RENTAL
Any dwelling unit, or portion thereof, that is offered for rent or lease as a living facility in increments of 14 consecutive nights or less, and no more than 45 nights per calendar year.

§ 160-5 Permit fees.
Fees for permits required under the provisions of this chapter shall be set by resolution of the Township Council.

§ 160-6 Hazard and liability insurance.
All property owners renting or leasing a dwelling unit or portion thereof for occupancy in the Township, including short-term residential rentals, shall obtain and maintain minimum insurance coverage as indicated below.

A. General liability insurance in the amount of $100,000 in minimum coverage;
B. Insurance declaration shall clearly indicate coverage specifically for rental or include written acknowledgement of same from insurance provider.
C. Applicant shall notify the Township of any changes in insurance policies.

§ 160-7 Permit required.
A. No person, firm, or corporation shall rent for any duration of time or advertise for rent without first applying for and receiving a residential rental permit from College Township.
B. Residential rental permits are not transferable upon change of ownership. An updated application for a residential rental permit shall be received from the new owner/applicant each time there is a change in ownership of any residential rental.
C. The College Township Zoning Officer shall approve or deny any application for a residential rental permit within 30 days of receipt of a complete application.
D. No person, firm, or corporation shall be granted a residential rental permit if they have unpaid violations related to this chapter and/or Chapter 152, Property Maintenance and Fire Code, for the residential rental unit in question.
E. Upon municipal approval of the proposed rental unit, a person, firm, or corporation shall be required to obtain a renewable rental housing permit from Centre Region Code Administration (CRCA), as required by Chapter 152, Property Maintenance and Fire Code.
§ 160-8 Application for short-term and long-term residential rental permits.
Applications for residential rental permits shall be made in writing to the College Township Zoning Office by the owner of the rental dwelling unit(s) or his/her designated agent. The application shall include:

A. The name, address, and telephone number of the dwelling owner, the owning partners, if a partnership; and/or that of the corporate officers, if a corporation;
B. The name, address, and telephone number of the person in charge,
C. The legal address of the dwelling;
D. The type of dwelling, as defined by Chapter 200, Zoning;
E. A visual representation of the property showing the dimensions of required off-street parking being provided as defined by § 200-11D;
F. Proof of insurance. The applicant shall provide a copy of the insurance certificate for the residential rental dwelling unit(s), as required in § 160-6;
G. A signed statement (provided as part of the application) acknowledging that the owner is aware of all rules and regulations contained herein and that failure to follow said requirements may result in the denial of the residential rental permit for the affected property;
H. An acknowledgement that the person in charge has read and understands the contents of this article, Chapter 152, Property Maintenance and Fire Code, and Chapter 200, Zoning; and
I. Application and permit fees are due on submission.

§ 160-9 Long-term residential rental permit renewals.
Upon receiving a long-term residential rental permit from the Township and Centre Region Code Administration, the owner of a residential rental property shall continue to renew the Centre Region Code residential rental Permit as per Chapter 152, Property Maintenance and Fire Code. In addition, owner(s) of residential rental properties shall also be responsible for submitting the following additional information to College Township if any of the following occur:

A. The owner of a residential rental shall be required to provide information regarding any changes to the items provided to the College Township Zoning Office at the time of initial application for the residential rental Permit;
B. The owner of a residential rental property shall notify the Township if a current long-term residential rental changes to a short-term residential rental or vice versa via a new application process as set forth in §§ 160-8 and/or 160-10; and
C. Failure to maintain rental inspections through Centre Region Code Administration will be cause for denial of renewal.

§ 160-10 Short-term residential rental permit and renewal requirements.
A. Short-term residential rentals shall be owner occupied. Short-term rentals shall operate in increments of 14 consecutive nights or less, and no more than 45 cumulative nights per calendar year.
B. Permits for nonowner-occupied short-term rentals granted prior to the official date of the enactment of this article, December 7, 2020, shall remain nonconforming until such time as there is an official change in ownership. Failure to maintain short-term rental status shall constitute abandonment of the nonconforming use.
C. The occupancy of a short-term residential rental dwelling may exceed the occupancy restrictions listed in § 200-11Z on the condition that the overall occupancy will not exceed that listed in Chapter 152, Property Maintenance and Fire Code, § 401, Occupancy Limitations, as amended. A short-term residential rental may not advertise an occupancy greater than that established by Centre Region Code based on Chapter 152, Property Maintenance and Fire Code.

D. Short-term residential rental permits shall be renewed annually by providing the following prior to reissuance of a rental permit:

1. Proof of insurance specifically for rental;
2. Proof of registration for hotel tax;
3. Phone number and name of responsible party available 24/7; and
4. Record of all dates the dwelling was used in the previous year as a short-term rental property. Failure to provide accurate records or providing fraudulent records will constitute the first violation of the renewal period.
5. In addition to the declared short-term rental dates, property owners are required to keep a detailed schedule/calendar that provides all rental periods that include extended stays beyond 14 consecutive nights. The schedule must be available for inspection upon request.

E. To operate as a short-term residential rental, the following conditions shall apply:

1. Guest vehicles shall not park on public street or shared private street but shall be parked wholly on the rental property;
2. Maximum allowable occupancy shall be clearly posted on the property;
3. Information such as rules, nuisance ordinances, parking restrictions, maximum occupancy, phone number for police/fire/EMS, and responsible party shall be clearly posted in a conspicuous place in addition to any other rules; and
4. Residential rental permit shall be clearly posted on the property.

F. Separate fee shall be charged for registration or annual renewal of the short-term residential rental permit.

G. All parties operating a short-term residential rental must participate, upon request, in random audits requested by College Township or their monitoring company. Failure to comply shall result in revocation of the rental permit.

H. All parties operating a short-term residential rental shall follow the cleaning and sanitation guidelines set forth by the PA Department of Health and/or the Centre for Disease Control and Prevention.

§ 160-11 Violations and penalties; revocation of residential rental permit.

A. Revocation. Any owner of a property covered by this article shall be subject to the provisions of §§ 804 to 806 of Chapter 152, Property Maintenance and Fire Code, which may result in the revocation or suspension of a residential rental permit pursuant to the above referenced code.

B. Violations. Any residential rental property owner of a dwelling unit or portion thereof who rents or advertises for rental of a dwelling unit without first receiving a residential rental permit pursuant to this article, or without renewing said permit pursuant to renewal sections of this article shall be considered to be in violation of this chapter and shall be subject to the following.
Upon discovery of a violation of this article, the Township shall notify the property owner of the violation by written notice sent certified mail or delivered in person. If delivered in person, a signature of receipt shall be obtained.

The property owner who is in violation of this article shall be given 30 days to remedy the violation by applying for or renewing the residential rental permit with the Township.

Upon expiration of the aforementioned 30 days, the property owner shall be subject to penalties for each day beyond 30 days shall constitute a new violation and subject to additional penalties.

C. Violations and penalties for short-term rentals. Any violations of criminal laws, nuisance laws, or ordinances in any calendar year/permit cycle shall result in penalties and/or fines.

(1) First offense. Written warning/notice of violation sent via certified mail or hand delivered with signature of receipt;

(2) Second offense. Minimum $500 fine; and

(3) Third offense. Increased fine of a minimum of $1,000, and calendar year/permit cycle suspension of rental permit.

D. Any person so convicted shall have the right of appeal as provided in other cases of summary convictions under the laws of the Commonwealth of Pennsylvania.
MEMORANDUM

To: College Township Planning Commission
Thru: Mike Bloom, Assistant Township Manager
From: Lindsay K. Schoch, Principal Planner
Re: OB-2: Shiloh Road Zoning Amendment
Date: June 23, 2023

Background:
At their meeting on June 15th, College Township Council discussed options for how best to allow multifamily residential (R3) in the Planned Research & Business Park District (PRBD). Council ultimately concluded that allowing R3 in the PRBD as a Conditional Use provides the level of community control needed in this interim, transition period between the existing traditional Euclidean zoning to some type of Form-Based Code or hybrid thereof.

Council underscored that the deliberative conditional use process shall ensure that any R3 use proposed in the PRBD will occur as a Planned Residential Development (PRD), which includes the opportunity for mixed-use development.

To ensure the consistency with the ongoing development of Dale Summit Area Redevelopment Plan, Council chose to refrain from issuing a remand letter on this topic to the Planning Commission until after the Charrette process for the plan, which was held June 19th through the 22nd.

With the decision to allow R3 in the PRBD as a Conditional Use rendered by Council and the completed Charrette process confirming the recommendation to allow residential uses throughout the Dale Summit, Council has issued its remand letter. The attached letter outlines the requested technical work tasks for the Planning Commission to undertake related to the proposed revisions to the PRBD as developed by DPZ and staff.

Attachments:
- OB-2.a. - Council Remand Letter
- OB-2.b.- Proposed revisions to the PRBD section of the ordinance

Schedule:
Council is requesting that Planning Commission utilize its June 27th and, if needed, July 18th meetings to review and develop recommendations pertaining to the work tasks outlined in the remand letter. Council plans to review Planning Commission’s recommendations at its next meeting on July 20th.

End memo
MEMORANDUM

To: College Township Planning Commission

From: Adam Brumbaugh, Township Manager

Re: Council Remand: Zoning amendment to permit R3 in PRBD as a Conditional Use

Date: June 23, 2023

At their June 15, 2023 meeting, College Township Council remanded to Planning Commission the review of the proposed ordinance revisions to permit Multifamily Residential (R3) in the Planned Research and Business District (PRBD) as a Conditional Use, as further informed by the Dale Summit Area Redevelopment Plan Charrette process held June 19-22.

Council’s expectation is that Planning Commission will undertake the following tasks:

1. Determine that the proposed revisions will properly enable R3 uses to develop in the PRBD through the Conditional Use process, consistent with the Municipalities Planning Code (MPC), Township Code and the vision for the Dale Summit Redevelopment Plan.

2. Ensure that one of the conditions imposed on any proposed R3 use within the PRBD is that the development must proceed as a Planned Residential Development (PRD), which will enable mixed use development.

3. Confirm that the proposed revisions to PRD, as provided by DPZ CoDesign and embedded within the proposed revisions to the PRBD, are consistent with the Municipalities Planning Code (MPC), the vision for the Dale Summit Redevelopment Plan and the progression toward some type of Form-Based Code.

Council previously identified that a key element in this zoning amendment would be the revisions to the PRD regulations, which are now proposed to be included in the PRBD, and enabled as a component of the Conditional Use. The proposed zoning amendment, along with its integral PRD revisions as proposed by DPZ, are collectively viewed as an important interim step toward the eventual transition from traditional Euclidean zoning to some type of Form-Based Code or hybrid thereof in Dale Summit. You’ll recall this was initially recommended in the DRAFT Dale Summit Area Plan and was, once again, confirmed during the Charrette process.

As outlined during the course of this ongoing dialogue between Council and Planning Commission, these tasks are remanded to Planning Commission with the expectation that you’ll consider these proposed revisions to the PRBD within the unique context of the broader vision for the future of the Dale Summit. Council further encourages Planning Commission to fully leverage the added capacity and expertise of the DPZ team, where appropriate, during your deliberations on a recommendation.

In order to move toward a timely conclusion of this effort, Council requests that Planning Commission provide their recommendations on the proposed zoning amendment in advance of Council’s meeting on Thursday, July 20th. This provides Planning Commission with two meetings to review the proposed revisions and offer recommendations.

Council appreciates Planning Commission lending its experience and expertise to this matter and looks forward to reviewing your recommendations in the near future.

End memo
BE IT RESOLVED AND ORDAINED, by the College Township Council, Centre County, Pennsylvania and the authority of the same, does hereby adopt, made this _________ day of ______________, 2023, by amending the Code of the Township of College, Pennsylvania, with the amendment of Chapter 87 as follows.

WHEREAS, pursuant to the Pennsylvania Municipalities Planning Code, a purpose of zoning is to provide for the use of land within the municipality for residential housing of various dwelling types encompassing all basic forms of housing, including single-family and two-family dwellings, and a reasonable range of multifamily dwellings in various arrangements, mobile homes and mobile home parks, provided however, that no zoning ordinance shall be deemed invalid for the failure to provide for any other specific dwelling types;

WHEREAS, pursuant to the Pennsylvania Municipalities Planning Code, zoning shall accommodate reasonable overall community growth, including population and employment growth, and opportunities for development of a variety of residential dwelling types and nonresidential uses.

WHEREAS, provisions for conditional uses to be allowed or denied by the governing body pursuant to public notice and hearing and recommendations by the planning agency and pursuant to express standards and criteria set forth in the zoning ordinance. In allowing a conditional use, the governing body may attach such reasonable conditions and safeguards, other than those related to off-site transportation improvement, in addition to those expressed in the ordinance, as it may deem necessary to implement the purposes of the PA MPC and the zoning ordinance.
WHEREAS, the Council of the Township of College has given due public notice of hearings of the proposed ordinance;

SECTION 1. 87-46 – Multi-Family Residential Uses in the Planned Research and Business Park District

87-46.1 – Intent

To increase the availability of a greater variety and mixture of housing types.

To be in compliance with any and all vision plans in the area in which the property is located

To provide the flexibility to adapt to changes in markets.

87-46.2 – Definitions pursuant to Chapter 145-6.

87-46.3 – Plan Review Procedures pursuant to Chapter 145-7, 8, 9, 10, and 11.

87-46.4 – Plan Requirements pursuant to Chapter 145-12, 13, and 14.

87-46.5 – Design and Improvement Standards pursuant to Chapter 145-15

87-46.6 – Permitted Uses. Along with permitting duplexes, townhomes, and multi-family uses in the Planned Research and Business Park District, the following uses are permitted:

Offices

Medical and dental offices and clinics

Retail establishments for the sale and service of goods

Eating and drinking establishments, excluding fast-food establishments

Health clubs and athletic and recreational facilities

87-46.7 – Prohibited Uses. The following uses shall be prohibited:

Motor-vehicle oriented businesses

Drive-through restaurants

87-46.8 – Density and Intensity

A. In a planned residential development, there shall be no minimum area requirements for individual lots or building sites. However, the following are the maximum number of dwelling units allowed per gross acre of the PRD.
Two-Family 16 dwelling units per acre

Townhomes 22 dwelling units per acre

Multi-family 36 dwelling units per acre

B. Land devoted to nonresidential uses shall not be included in the gross planned residential development acreage used to calculate gross residential density. A maximum of 30% of the land in the development may be designated by a plan for nonresidential uses. Land devoted to nonresidential uses shall be deemed to include driveways, parking areas and yards which primarily service nonresidential uses but shall not, for purposes of calculation, include common open space. The total floor area of all nonresidential uses shall not exceed 30% of the total floor area of all buildings in a planned residential development.

C. Council may refuse to allow the maximum density permitted within each zoning district or may refuse to allow certain permitted nonresidential uses if the development would:

(1) Create unsafe vehicle access to the PRD
(2) Create traffic which exceeds the level of service of public streets which adjoin the PRD
(3) Plan an excessive burden on utilities, parks, schools or other public facilities which serve or are proposed to serve the PRD
(4) Adversely affect existing uses on adjacent lands which are different from the nearby uses in the PRD

D. Spacing: Council may allow the reduction in lot size, lot width, spacing and side and rear yard setback requirements previously required in the zoning district to promote innovative design, provided that:

(1) Front yard setback distances shall be required as followed:

<table>
<thead>
<tr>
<th>Type of Building</th>
<th>Local and Collector Streets</th>
<th>Arterial Streets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two-family and multifamily dwellings</td>
<td>30 feet</td>
<td>50 feet</td>
</tr>
<tr>
<td>Nonresidential</td>
<td>5 feet</td>
<td>50 feet</td>
</tr>
</tbody>
</table>

(2) Nonresidential buildings shall not be located closer than 50 feet to residential buildings.

(3) Spacing shall be provided between buildings to ensure privacy and sufficient light and air. Each development shall provide reasonable visual and acoustical privacy for dwelling units. Fences, insulations, walks, and landscaping shall be used, as appropriate, for the protection and aesthetic enhancement of property, the privacy of its occupants, the screening of objectionable views or uses and the reduction of noise.

E. Height: Development shall not exceed the maximum height permitted in the adjoining residential district. When the building is located within 120 feet of more than one adjoining zoning district, the height shall not exceed the lowest maximum height allowed in either district. The Council may allow higher buildings beyond 120 feet from the perimeter in such a manner so as not to create any adverse impact on adjoining lands.
F. Perimeter Requirements. The PRD shall be designed to avoid adverse influences and impacts on surrounding properties.

(1) Residential structures located adjacent to the perimeter boundary of the planned residential development may be required to conform to the setback and yard regulations of the adjoining district as described in Chapter 200, Zoning, when necessary to ensure compatibility of land uses.

(2) Nonresidential structures adjacent to the perimeter boundary of the planned residential development shall conform to the buffer setback and buffer yard requirements contained in Chapter 200, Zoning.

(3) Additional buffer yards, which conform to the specifications contained in Chapter 200, Zoning, may be required where the planned residential development is adjacent to existing dwellings or neighborhoods.

G. Block Standards.

(1) All proposed development shall be designed within a block structure that is bound by public right-of-ways on all sides.

(2) Each block shall have a maximum perimeter of 1,400 feet measured along the street right-of-way perimeter. Blocks that include civic spaces and environmental or topographic challenges, may be exempt from the maximum perimeter requirements.

(3) No block face should exceed 500 feet in length. Block faces that do, should provide a pedestrian path of no less than 10 feet wide.

(4) One block face may be bound by a non-vehicular pedestrian street. If provided, the pedestrian streets shall have a dedicated right-of-way of no less than 25 feet.

H. Frontage Standards.

(1) Buildings shall be oriented so that the principal façade is parallel to the principal street it faces.

(2) Surface parking lots are prohibited along street facing frontages between the right-of-way/property line and principal building face. Where possible, parking lots shall be provided in the rear of the lot.

(3) Surface parking lots shall be screened to minimize their visual impact with landscaping or walls.

(4) Where lots are less than 45 feet wide on average, garage access shall be provided from an alley. Townhouses shall be rear loaded, with garages accessed off an alley. Front loaded townhouses are prohibited.

(5) Outdoor storage, service areas and building utility equipment shall be wholly screened from public view.

(6) Prominent sites should be reserved for civic buildings.

87-46.9 – Open Space Requirements:

A. A minimum of 30% of the gross area of the planned residential development shall be devoted to public or common open space.

B. At least 50% of the required public or common open space shall include open space fronted by public streets on at least 2 sides.
C. The Township Council may accept all or part of the common open space in dedication, provided that:

(1) The land so dedicated is contiguous; and

(2) The Council may require that no less than 50% of the land so dedicated shall be located outside of a floodplain, shall not be subject to seasonal flooding and shall have a finished grade not exceeding 5%.

D. For purposes of calculating required acreages specified herein, common open space shall not include land occupied by streets, driveways, parking spaces and buildings or structures, other than recreational structures for the use by all residents of the development or by the public.

E. All common open space shall be improved for its intended use. Up to half of the common open space may be left in its natural state to preserve unique natural features and amenities or to avoid excessive grading or removal of trees. At least 50% of the common open space shall be devoted to recreational or leisure-time activities, freely accessible to residents, property owners and tenants of the planned residential development.

F. All residents, property owners and tenants of the planned residential development shall have access to the common open space. The common open space shall be on land owned by a property owners’ association or on privately owned land when an open space easement and access easement has been granted to the property owners’ association.

87-46.10. Environmental Design Pursuant to Chapter 145-19

87 – 46.11. Traffic and Pedestrian Access pursuant to Chapter 145-20

87 – 46.12. Utilities, Easements, and Markers pursuant to Chapter 145-21

87 – 46.13. Workforce housing pursuant to Chapter 200.38.

87 – 46.14. Permits and Fees pursuant to Chapter 145-23

87 – 46.15. Violations and penalties pursuant to Chapter 145-24

87 – 46.16. Property Owners Association pursuant to Chapter 145-25

SECTION 4 SEVERABILITY

If any sentence or clause, section, or part of this ordinance is found to be unconstitutional, illegal or invalid, such findings shall not affect or impair any of the remaining parts of this ordinance. It is hereby declared to be the intent that this ordinance would have been adopted had such part not been included.

SECTION 5 EFFECTIVE DATE

This ordinance shall take effect five (5) days after enactment.

ENACTED AND ORDAINED, this ________ day of ____________ 2023, by the College Township Council, Centre County, Pennsylvania.
COLLEGE TOWNSHIP COUNCIL:

ATTEST:

______________________________  ______________________________
Adam T. Brumbaugh, Manager / Secretary   Dustin Best, Council Chair
### 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>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Interim Zoning Changes in Dale Summit</td>
<td>Held Joint PC/CTC Meeting. CTC discussed PRD and R3 in the PRBD.</td>
<td>Recommended ordinance changes to Council for June 15 Meeting</td>
<td>Adam - Mike – Lindsay – Mark – Don</td>
<td>Township Offices</td>
</tr>
<tr>
<td></td>
<td>Community Engagement</td>
<td>On-going. Residential Contacts CBICC meeting with new V.P. HVAB and their Stakeholders</td>
<td>Posted fliers around Dale Summit. Met with community members to discuss project and asked to spread the word. Press Release and Facebook posting.</td>
<td>Dale Summit Stakeholders</td>
<td>Dale Summit community</td>
</tr>
<tr>
<td></td>
<td>Mapping – Gridics</td>
<td>On-Going</td>
<td>Working with staff to ensure everyone is able to access the program.</td>
<td>Marina – Mike – Max – Lindsay – Shane – Frank – Susan – Mike – Adam</td>
<td>Zoom/Virtual Meeting</td>
</tr>
<tr>
<td></td>
<td>Economic Development</td>
<td>Met with new VP of Economic Development of CBICC</td>
<td>Work together to get the word out about the Redevelopment Planning Effort.</td>
<td>Lindsay – Todd Dolbin</td>
<td>Township Offices</td>
</tr>
<tr>
<td></td>
<td>Charrette</td>
<td>Preparation Received “to do” list from DPZ prior to Charrette</td>
<td>Purchase supplies as needed.</td>
<td>Lindsay – Sharon – Jeff</td>
<td>Township Offices</td>
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<tr>
<td>Week Ending</td>
<td>Interim Zoning Changes in Dale Summit</td>
<td>Presented Ordinance Options to Council: R3 permitted by Conditional Use with PRD / R3 permitted by Limited Use</td>
<td>Post-Charrette: Present remand and changes to PC</td>
<td>Adam - Mike – Lindsay – Mark – Don</td>
<td>Township Offices</td>
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<tr>
<td>June 15, 2023</td>
<td>Community Engagement</td>
<td>On-going fliers, emails, calls, newspapers, Facebook, media outlets</td>
<td>Charrette</td>
<td>Dale Summit Stakeholders Community at Large</td>
<td>Township Main Meeting Room</td>
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<td>Week of June 19 – 23</td>
<td>Meal planning / supplies / room set up.</td>
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<td></td>
<td></td>
<td></td>
<td>Community at Large</td>
<td>Dale Summit community</td>
</tr>
<tr>
<td></td>
<td>Mapping – Gridics</td>
<td>On-Going</td>
<td>Staff meeting with Gridics for software review/training</td>
<td>Mike – Max – Lindsay – Shane – Frank – Susan – Mike</td>
<td>Zoom/Virtual Meeting</td>
</tr>
<tr>
<td></td>
<td>Charrette</td>
<td>Week of June 19–23</td>
<td>Meal planning / supplies / room set up / meetings / open studios / work with DPZ</td>
<td>Staff &amp; Community</td>
<td>Township Main Meeting Room</td>
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**DPZ Charrette Schedule:**
**Sunday:**
DPZ arrived

**Monday:**
Charrette Kick off. DPZ arrived.
Open Studio
Lunch
Closed Studio
Opening Presentation

**Tuesday:**
Open Studio
Marketability Meeting
Transportation and Infrastructure
Lunch
Parks, Trails, and Amenities
Open Studio
Wednesday
Open Studio
Land Use & Zoning Lunch
Open Studio

Thursday
Closed Studio
Closing Presentation

Friday
DPZ and Staff Recap of Week
DPZ departs town
COLLEGE TOWNSHIP COUNCIL MEETING  
June 15, 2023  
Meeting Overview and Report

**Special Presentation:**  
Presentation of College Township Finance Report by Finance Director  
MS4 Presentation by Township Engineer  
LGBTQ+ Pride Month Resolution R-23-18

**Old Business:**  
Ordinance O-23-04 Centre Region Rental Housing & Bld. Safety Code was discussed and public hearing set  
Shiloh Road Zoning Amendment was discussed, to be remanded to PC

**New Business:**  
Centre Region Regional Growth Boundary/Sewer Service Area Implementation Update  
Discussion of College Township Council Appointment

**Other:**  
Cancellation of advertised July 6th Council Meeting
CALL TO ORDER: Ms. Carla Stilson, Chair, called to order the April 20, 2023, Regular Meeting of the College Township (CT) Council at 7:00 PM and led in the Pledge of Allegiance.

ANNOUNCEMENT:

Chair Stilson reported that Council met in an advertised Special Meeting on May 1, 2023, to discuss the 2024-2028 College Township Capital Improvement Program.

PUBLIC OPEN DISCUSSION:

No Public Open Discussion items brought forward.

NEW AGENDA ITEMS:

No New Agenda Items added.

SPECIAL PRESENTATION:

P-1 Presentation of Resolution R-23-16 to Mount Nittany Health

Chair Stilson announced that Council approved Resolution R-23-16 at the April 20, 2023, CT Council meeting, a resolution celebrating Mount Nittany Health week and Emergency Services week. Council Member, Ms. Trainor, presented Mr. Kurt Kissinger, representing Mount Nittany Health, with an executed signed copy of the resolution.

Mr. Kissinger, Chief Strategy and System Development Officer, Mount Nittany Health, thanked Council and offered information about Mount Nittany Health and their contributions to the community.
PLANS:

P-1   PSU Environmental Management Facility; Prelim./Final Land Dev. Plan

Ms. Lindsay Schoch, AICP, Principal Planner, offered that The Pennsylvania State University is proposing the construction of a 9,400 square foot building to be used as an environmental management storage facility, to include a chemical and radioactive waste processing and storage facility. This facility is intended to combine and replace three existing facilities on campus. The Planning Commission recommended Council approve the plan at their April 18, 2023, PC meeting.

Ms. Schoch offered the following comments are outstanding: clarify where additional 14 parking spaces are to be provided; work with Centre County 911 to establish formal addressing for the building; add note to plan stating future building expansion is not granted with this plan set; provide evidence of E&S/NPDES approval; and include the date the plan was last revised on applicable sheets.

Mr. James Crandle, Penn State University and Mr. Erminio Genoese, Langan Engineering and Environmental Services, Inc., fielded questions and comments from Council.

Council offered comments and asked questions about the following: water towers/sink holes; disposing of radioactive waste; security and safety plan; and, communications with emergency services/hazmat.
After discussion, Council made the following motion:

Mr. Bernier made a motion to approve the preliminary/final land development plan of The Pennsylvania State University Environmental Management Facility dated March 16, 2023, and last revised April 6, 2023, 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. Establish formal addressing for building with Centre County 911.
6. Provide NPDES approval.
7. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.
Ms. Trainor seconded the motion.
Motion carried unanimously.

P-2 Rhodes Lane Condominium Preliminary/Final Land Development Plan

Ms. Schoch, AICP, Principal Planner, offered that Marquis Development along with landowner Jim and Darlene Nixon Trust are proposing the development of Rhodes Lane Condominiums on tax parcel 19-22-100, a 1.70 acre lot zoned single-family residential (R1). The project consists of five (5) single-family units, open space, maintenance shed, dumpster, area of refuge, sidewalks and a retaining wall, all served by a private driveway. Currently, the lot is vacant with a small stormwater basin on the property.

Mr. John Sepp, Penn Terra Engineer, answered comments and questions from Council.

Council discussed the following: easement/access to proposed dedicated parkland; timeline for site development; emergency vehicle access; and the retaining wall on the property.

After discussion, the following motion was made:

Mr. Francke made a motion to approve the preliminary/final land development plan of Rhodes Lane Condominiums dated September 19, 2022, and last revised April 14, 2023, 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. Post surety as approved by the Township Engineer prior to recordation.
6. Record approved Public Access Easement.
7. Record approved DSAME.
8. Provide an intent to serve letter from College Township Water Authority.
9. Provide proof of NPDES approval.
10. Dedicate open space to College Township.
11. Addressing to be provided by the Township Zoning Officer upon building permit application.
12. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.
Ms. Trainor seconded the motion.
Motion carried unanimously.

P-3 Aspen Heights; Minor Subdivision Plan

Ms. Lindsay Schoch, AICP, Principal Planner, offered that Penn Terra Engineering, representing Aspen Heights Partners, brought forward a potentially problematic item related to final landscaping at the Aspen Heights complex. The approved Land Development Plan (LDP) shows a buffer yard is to be planted at the south boundary of the project adjacent the Open Space District. The LDP dictates the buffer yard is to be planted at the tow of the slope between the Aspen property and the Open Space District.

At the suggestion of Staff, Aspen pursued a variance through the CT Zoning Hearing Board to allow the buffer yard to be planted at the top of the slope in question within the Open Space District. During the hearing, it was explained that the survivability of the plantings in the buffer yard was significantly reduced if planted at the tow of the slope as opposed to planting at the top of the slope. The ZHB denied Aspen’s request for a variance and recommended the Township Zoning Officer address the matter as a minor plan.

Staff is request Council provide comments on the proposed minor plan amendment to accommodate the planting of the required buffer yard at the top of the slope within the Open Space District. Ultimately, the Zoning Officer will make the final determination on the approval or denial of the minor plan. Staff contacted an arborist who offered that the trees should be moved from the tow of the slope if possible for increased rate of survival.

Council offered some suggestions on the types of shrubs to be planted; it seems sensible to move the buffer yard to increase survivability; and, the plan includes a higher density buffer yard than is required.

Mr. Earl Moore, CT resident, offered comments regarding the placement of the buffer yard. He suggested a slight change to the minor plan submittal.

Mr. Mark Gabrovsek, Zoning Officer, offered his appreciation for Council’s comments and the discussion that took place. He opined that he had enough information to make a determination on the plan.

REPORTS:

a. Manager’s Update
Mr. Brumbaugh, Township Manager, offered that starting next meeting, the Manager’s Update will have a new look. Several items have been completed to include 21-03 Pike Street Traffic-Calming Construction, 21-02 Thompson Woods Preserve, and 23-01 Shentel Franchise Agreement.

He offered a correction on 20-03 LTAC Evaluation/Recommendation for Centre Hills Village. The Township received one bid on from Glenn O. Hawbaker on April 27, 2023, not April 20, 2023, as reported. This will be discussed later on the agenda.

b. COG Regional, County, Liaisons Reports

COG Land Use and Community Infrastructure/Centre Region Planning Commission: Mr. Bernier reported the joint meeting was held on May 4, 2023, and discussed the preliminary finding of the 2022 Regional Development Capacity (REDCAP) report, the draft of the amended Regional Growth Boundary and Sewer Service Area implementation agreement and the ten-year staff assessment of the Comprehensive Plan.

COG Human Resources (HR) Committee: Mr. Best reported the HR Committee met on May 4, 2023, and discussed the preliminary personnel reports and the draft Classification and Compensation report.

c. Staff/P.C./Other Committees

Planning Commission (PC): Ms. Noreen Khoury, PC liaison to Council, offered the PC met on May 2, 2023, and reviewed the Summit Park Subdivision Sketch plan and heard an update from DPZ CoDesign related to the form-based code project.

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

Nothing to report.

CONSENT AGENDA:

CA-1 Minutes, Approval of
a. April 20, 2023, Public Hearing
b. April 20, 2023, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
a. Email from Centre Kitchen Collective, dated April 21, 2023, regarding thanks for show of support for grant match
b. Letter from Penn Terra Engineering, Inc., dated April 18, 2023, regarding time extension request for Arize Federal Credit Union LDP to August 15, 2023
c. Email from Daniel Materna, dated April 24, 2023, regarding casino
d. Email from Wayne Pauley, dated April 25, 2023, regarding Official Map Comments
e. Email from Lamar Kunes, dated April 19, 2023, regarding resignation from CTIDA
f. Email from Ray Bilger, dated April 30, 2023, regarding Decibel Road

CA-3 Action Item, Approval of
a. Resolution R-23-16 Emergency Medical Services Week – May 21-27, 2023

Council asked to pull the following from the Consent Agenda: CA-2.f.
Mr. Bernier made a motion to accept the May 4, 2023, Consent Agenda less CA-2.f.
Mr. Francke seconded the motion.
Motion carried unanimously.

CA-2.f.: Council discussed the email from Ray Bilger, dated April 30, 2023, regarding Decibel Road. The area in question is in an industrial use zone. No action was taken.

Mr. Bernier made a motion to approve CA-2.f. on the Consent Agenda.
Mr. Francke seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

OB-1 Centre Hills Village Traffic Calming – Bid Award

In a memorandum to Council, Mr. Don Franson, P.E., P.L.S., Township Engineer, reported that on April 27, 2023, at 2:00 PM, the sole bid received for the Centre Hills Village Traffic Calming project at Oak Ridge Avenue and Shamrock Avenue were opened. The bid, from Glenn O. Hawbaker, Inc., was in the amount of $171,580.00. Two other plan holders did not bid the project.

The bid price is significantly higher than the Traffic Engineer’s estimate of $75,000.00. GOH indicated their prices was based on their anticipated production rate. Funding available for the project include $80,000.00 from the 2023 construction fund and approximately $22,000.00 from the funds remaining as part of the donation from Aspen Heights for traffic calming.

Mr. Franson offered four (4) possible options to move forward. He stated that he is not optimistic that a rebid of the current project will result in a significant reduction in price or even additional bidders. Under normal circumstances, Mr. Franson would not recommend that Council award the bid of the project as it is so out of sorts with the projected budget.

Mr. Brumbaugh offered the four (4) options to consider moving forward as noted in Mr. Franson’s memorandum:
1. Award the project as bid and reallocate the additional 70K to cover the costs.
2. Award the project as bid and negotiate a reduction in scope.
3. Reject bid and rebid.
4. Reject bid.

Council confirmed their commitment to the project and to the LTAC process. Several members of Council aligned with option #3, while others would like to award the project but negotiate a reduction in scope. The LTAC process was discussed and where in the process the proposed options would take Council.

Mr. Earl Moore, CT Resident, LTAC Member, asked about the bid process and if contractors had enough time to submit bids. He suggested looking at a change in scope related to the number of speed humps on each street.

Mr. Nick Schaefer, Trans Associates, Township Traffic Engineers, offered comments about the bid and components of the scope that could be altered for a reduced cost. He offered that if Council decided to rebid the project, it would set the project back about one month.
Mr. Tom Ertsgaard, CT Resident, LTAC Member, asked if the Township could widen the field of bidders to other areas of the state.

Ms. Amy Kerner, P.E., Public Works Director, offered going outside of the region would amplify the costs associated with the bid and additionally, contractors who submit bids must be PennDOT prequalified.

Council offered the following comments and concerns:
- LTAC process matrix;
- Reduction in scope;
- Speaking with the low bidder to determine if they would accept a lesser bid amount;
- Bid packets to additional interested bidders;
- Risks of rebidding the project; and
- Awarding a bid so misaligned with the budget.

After discussion, Council made the following motion:

Mr. Francke made a motion to reject the bid for this project, rescope (value engineer) the project to achieve the best price and rebid the project ASAP with 14 speeds humps as primary, with bid alternates for both ten (10) and eight (8) speed humps. Mr. Best seconded the motion.

**OB-2 College Township Official Map**

In a memorandum to Council, dated April 26, 2023, Mr. Mike Bloom, Assistant Township Manager, offered the *Walkable College Township-A Pedestrian Facilities Master Plan* identifies Primary and Secondary Investment Corridors and potential Greenways. As part of the implantation of the plan, it was recommended that these corridors be included in an update of the College Township Official Map. At the February 2, 2023, College Township Council meeting, Council reviewed and provided revisions to the initial map. A remand letter was issues to the CT Planning Commission requesting they undertake the following tasks related to updating the Township’s Official Map:

- Ensure that all required elements are contained within the ordinance and included graphically on corresponding map.
- Incorporate or otherwise denote any comments from Parks and Recreation Committee into the Planning Commission’s recommendation on the DRAFT Official Map.
- Return a final recommendation to Council for consideration within 45 days. Subsequently, Council granted an additional 45-day review period, which concluded on May 3rd.

After receiving the remand letter, the PC reviewed the DRAFT Official Map at six (6) meetings and the CT Parks and Recreation Committee reviewed the map at three (3) meetings. Throughout the review process, the PC noted it was their goal to provide a clean, understandable and complete recommendation on the DRAFT Official Map to Council for their consideration.

At their April 18, 2023, PC meeting, the PC recommended that Council;

1. Undertake a review of the DRAFT Official Map as prepared by PC, the Parks and Recreation Committee and Staff;
2. Set a Public Hearing; and
3. Authorize Staff to commend the required 45-day Public Review period on the DRAFT Official Map.

Mr. Bloom offered that because of the complexity and sensitive nature of revising the Township’s Official Map, Staff is anticipating Council’s review of the DRAFT Official Map will take multiple meetings. Mr. Bloom is asking Council to review and discuss the following tasks at this meeting:

- Provide feedback and revisions, as needed, on the ordinance text;
- Provide further recommendations on any of the Proposed Facilities depicted in the mapping portion; and
- Provide recommendations on any facilities, not already depicted on the DRAFT Official Map, which Council believes will provide a benefit to the community in the future.

Mr. Bloom reviewed the comments provided by Planning Commission on the map and spreadsheet provided:

- Concern related to the proposed alignments and land reservations on private property and the degree of difficulty associated with acquisition of necessary property and/or the future construction of certain recommended facilities. The Map Legend addresses this concern via a note stating “Required transfer of ownership/design.”
- Recommendation that the property owners of those parcels shown/advanced as Land Reservations be notified directly of the ongoing Official Map update process and be given the opportunity to express their interest, or lack thereof, in having their respective properties included. The Planning Commission addressed this recommendation in the spreadsheet.
- Concern pertaining to mapping of stream easements to accommodate fishing and other access. The Planning Commission addressed this concern by making a recommendation to Remove Proposed Greenway #38 in the spreadsheet.
- Notation of project complexity on Proposed Bicycle/Pedestrian Path facilities #4 and #7.
- Recommendations to Remove/Revise Proposed Greenway #36 and Remove Land Reservation #42.
- Addition of a Proposed Bicycle/Pedestrian Path facility to complete the sidewalk from the Mount Nittany Medical Center to Park Avenue. Proposed Bicycle/Pedestrian Path #49 on the map and spreadsheet captures this missing link/connection.

Mr. Bloom also shared that a number of additional attachments were included for transparency and informative purposes to indicate how the discussion amongst each entity progressed.

Council discussed the following:

- A better way to receive/share maps with Council besides PDF (hard to enlarge to see details);
- Section 133-11 Reservations; definition of, meaning on the Official Map;
- Add Conservation Easements to the map;
- Note the Post Office as Township lands.

Mr. Dave Schulte, CT Resident, CT Parks and Recreation Committee Member, offered that during the Parks and Recreation Committee review the numbering system used was very confusing. He also noted that in his opinion #15 (Dalevue to 322 Bike Path) was problematic.
NEW BUSINESS

NB-1 COG Capital Improvement Plan Comments

Mr. Brumbaugh, Township Manager, led in a discussion of the DRAFT Centre Region Council of Government (COG) 2024-2028 Capital Improvement Plan (CIP). At the April 19, 2023, Executive Committee meeting, the Executive Committee received the 2024-2028 CIP for the Centre Region COG, referred it to the Centre Region municipalities for review, and asked for comments to be submitted to the COG Executive Director by 8:00 AM, Thursday, May 11, 2023.

The following comments were suggested:
- Fund C21 Parks Capital Equipment: This category has an excessive Fund Balance across all years. An explanation is requested of why 2028 ending Fund Balance is needed. Note: the total Annual Revenues could be reduced by 50% annually and still full fund the scheduled 2024-2028 capital purchases itemized.
- Fund C31 Fire: Explanation needed explaining why 2028 Fund balance is appropriate. It appears apparatus component is significantly over-funded for the 2024-2028 period. Need to know apparatus replacement schedule beyond 2028 to validate previous statement.
- Fund R15 Regional Parks: What is “Loan Draw-Regional Park Loan” in 2025? No corresponding expenditure shown. CIP should focus on capital asset expenditure, not the funding mechanism to enable the expenditure.
- Fund R10 Regional Nature Center: While the Boardwalk revenue is captured, there is no corresponding expenditure reflected.
- Expenditures must be shown in CIP – not debt or draws to loans.
- CIP documents must have page numbers.
- Color-coding on “Debt Repayment Projection” graphic is unclear.
- The Structure of the CIP document is good, layout is useful.
- Add Fund #’s to pie chart exhibits and improve/include item breakdowns on pie charts.

STAFF INFORMATIVES:

No Staff Informatives were pulled for discussion.

OTHER MATTERS:

Mr. Brumbaugh, Township Manager, offered he would be out of the office until Friday, May 12, 2023.

ADJOURNMENT:

Mr. Francke moved to adjourn the May 4, 2023, Regular College Township Council Meeting. Chair seconded the motion.

The May 4, 2023, Regular College Township Council Meeting was adjourned at 10:59 PM.

Respectfully Submitted By,

Adam T. Brumbaugh
Township Secretary
ATTENDED BY –
COUNCIL:
Carla Stilson, Chair
Dustin Best, Vice Chair
D. Richard Francke
L. Eric Bernier
Susan Trainor

STAFF:
Adam T. Brumbaugh, Township Manager/Secretary
Mike Bloom, Assistant Township Manager
Don Franson, P.E., P.L.S, Township Engineer
Amy Kerner, P.E., Public Works Director
Mark Gabrovsek, Zoning Officer
Jennifer Snyder, CGA, Assistant Township Secretary

CALL TO ORDER: Ms. Carla Stilson, Chair, called to order the June 1, 2023, Regular Meeting of the College Township (CT) Council at 7:06 PM and led in the Pledge of Allegiance.

ANNOUNCEMENT: Chair Stilson offered that Council met in an Executive Session prior to the start of this meeting to discuss a personnel matter.

PUBLIC OPEN DISCUSSION:

Representative Paul Takac, CT resident and former CT Council member, addressed Council to recognize Chair Stilson, who submitted her letter of resignation from Council effective July 1, 2023 (CA-2.c.). Representative Takac thanked Chair Stilson for her service to the residents, Staff, and Council of College Township and to the entire Centre Region through her many years of service. He presented her with a Legislative Certificate of Recognition.

Sue Smith, CT Resident, Lemont Village Association (LVA), thanked Council for the cooperative effort with the LVA to install the trees on Pike Street. She announced the first Concert on the Greens would take place this Friday, June 2, with the Strawberry Festival to take place on Saturday, June 10.

NEW AGENDA ITEMS:

Mr. Mike Bloom, Assistant Township Manager, offered that Staff would like discuss revisions to the DCNR grant submitted for the resurfacing of the Spring Creek Park Tennis and Basketball Courts.

Mr. Francke made a motion to add as NB-3 – revisions to the DCNR grant for the Spring Creek Park court resurfacing.
Mr. Best seconded the motion.
Motion carried unanimously.

SPECIAL PRESENTATION:
SP-1  Cub Scout Pack 67; Trash the Trash Event

Ms. Rebecca Kirby, Cub Scout Pack 67, Pack Committee Member, offered an overview of the Cub Scout Program, Pack 67 and introduced members of Pack 67, Fin, Amelia and Felicity. They introduced an event they participated in “Trash the Trash”. For this event, they picked up trash behind the Hills Plaza. Fin, Amelia and Felicity shared with Council the reasons why they enjoyed the Trash the Trash event. They also shared a joke with Council. Council thanked Pack Members for coming and encouraged them to stay involved in local government.

REPORTS:

a. Manager’s Update

In the Manager’s Update, Mr. Brumbaugh, Township Manager, reported Council agreed to move forward with rezoning (including R3 uses in PRBD District). Council to review ordinance language and discuss a public hearing later in this meeting. Three (3) qualified bids were received for the Centre Hills Village Traffic Calming project. Bid to be awarded later in the meeting. Mr. Brumbaugh met with SC Borough Manager and PSU Transportation representative concerning potential for joint grant application to pursue for the Path to Campus.

b. COG Regional, County, Liaisons Reports

Parks and Recreation Governance Committee: Mr. Francke offered the Parks and Recreation Governance Committee met on May 24, 2023, and heard a Facilitation Plan for Upcoming Work by Mr. Eric Norenberg and Ms. Nancy Hess.

c. Staff/Planning Commission/Other Committees


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

Ms. Trainor, Council Member, asked about the process for submitting proclamations/resolutions. She offered she would work with Staff to draft a Pride Month proclamation for the June 15, 2023, CT Council Meeting.

Representative Takac offered that the Pride Parade in State Collee will take place on June 10, 2023.

CONSENT AGENDA:

CA-1 Minutes, Approval of

a. May 18, 2023, Regular Meeting

CA-2 Correspondence, Receipt/Approval of

a. Letter from Centre County Planning and Community Development Office, dated May 15, 2023, regarding West Nile Virus Program
b. Letter from Penn Terra Engineering, Inc., dated May 24, 2023, Time Extension Request for Stocker Auto Body Shop LDP to September 8, 2023
c. Letter from Carla Stilson, CT Council, dated May 30, 2023, regarding resignation from CT Council effective July 1, 2023
Council asked to pull CA-2.c.

Mr. Best made a motion to accept the June 1, 2023, Consent Agenda minus CA-2.c.
Ms. Trainor seconded the motion
Motion carried unanimously.

CA-2.c.: Council echoed the kind words spoken by Representative Takac regarding the efforts of Chair Stilson on Council over the past ten years. Council is in a position to fill her seat within 30-days from her resignation date. Council interviewed a large pool of interested constituents when Representative Takac resigned from his Council seat. Council asked Staff to reach out to those previously interviewed, minus Ms. Trainor, and determine their willingness to be considered for the position.

Mr. Francke made a motion to accept CA-2.c.
Mr. Best seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

OB-1 Centre Hills Village Traffic Calming – Bid Award

Mr. Franson, P.E., P.L.S., Township Engineer, offered that at Council’s request, the Centre Hills Village Traffic Calming project was rebid. The reasons for the rebid were the lack of bidders, (only one received) and the bid amount of $171,580.00 was much higher than budgeted. The rebid included the base bid of 14 speed humps and bid alternates of 1 for 10 speed humps and 2 for 8 speed humps. The rebid also replaced the thermoplastic pavement markings with paint.

On May 26, 2023, at 2:00 PM, the three (3) bids for the Traffic-Calming project were opened. The funding available on this project includes $80,000.00 for the 2023 construction fund and approximately $22,000.00 from money received from Aspen Heights for traffic calming.

The lowest bidder, Mid State Paving, bid $103,477.00 for 14 speed humps, $79,953.00 for alternate #1 – 10 speed humps, and $70,177.00 for alternate #2 – 8 speed humps. Staff recommends Council award the Centre Hills Village Traffic Calming Base Bid to Mid State Paving.

Council offered their pleasure that multiple bids were received and were aligned more to the budgeted amount.

Ms. Trainor made a motion to award the Centre Hills Village Traffic Calming Base Bid to Mid State Paving in the amount of $103,477.00.
Mr. Best seconded the motion.

Representative Takac added that he was pleased to be in attendance when this bid is awarded as he brought forward this issue at his very first Council meeting in 2020 when he was elected to Council. It has now come full circle.

Chair Stilson added that this project represented democracy at the local level. When Representative Takac was running for Council, he heard residents talking about this problem, it was addressed and now it will be completed.
Chair Stilson called for a short recess at 7:53 PM. The meeting was resumed at 7:59 PM.

OB-2 Shiloh Road Zoning Amendment

Mr. Mike Bloom, Assistant Township Manager, offered that at the May 18, 2023, CT Council meeting, Council agreed conceptually to including multifamily (R3) uses in the Planned Research and Business Park District (PRBD) to allow for higher density residential uses, along with mixed uses when a development occurs under a Planned Residential Development (PRD). Council noted that this proposed zoning amendment is in line with the recommendations found in the DRAFT Dale Summit Area Plan.

Council asked Staff to prepare DRAFT ordinance language for review at their June 1, 2023 meeting, which would outline how R3 uses can be permitted in the PRBD. Additionally, in order to expand the potential uses in the PRBD and to allow greater flexibility in development consistent with the move toward a Form-Based Code, Council asked that Staff remand the PRD ordinance to the Planning Commission. Council requested that the Planning Commission consider the revisions to the PRD that have already been proposed by the Township’s Form-Based Code Planning Consultant, DPZ CoDesign.

Mr. Bloom offered that the proposed changes to the DRAFT PRBD ordinance presented this evening are substantive as the DRAFT incorporates a new permitted land use (R3) into the PRBD zoning district. However, the number of ordinance language changes needed to accommodate the new use in the PRBD are relatively minimal.

As part of their deliberation, Council discussed the following:
- The proposed DRAFT ordinance language;
- The relationship between the PRD ordinance and the potential for R3 uses in the PRBD;
- The ongoing work by DPZ CoDesign to finalize the Area Plan and develop a Form-Based Code;
- The upcoming Charrette process and timing; and
- The potential unintended consequences of allowing R3 in the PRBD, without further requiring its inclusion in a PRD.

At the conclusion of the discussion, Council noted that they were not ready to set a public hearing without further refinements to the proposed ordinance language. Council directed staff to research options to allow multifamily R3 uses in the PRBD, but conditioned on those uses only being allowed within the context of a PRD.

NEW BUSINESS

NB-1 Stoney Batter On-Street Parking

Ms. Kerner, P.E., Public Works Director, offered clarifying information about the Stoney Batter Natural Area (SBNA). SBNA and the “shale pit” are located on a 32.90 acre lot that is owned by College Township. In 2020, concerns about parking and safety were raised due to consistently illegally parked cars, which caused congestion and constricted the access and response of emergency vehicles on Mt. Nittany Road.

Following the suggestions by Council in 2020, Staff posted both sides of Mt. Nittany Road with “No Parking” signs from the Bell’s property to and including the current “No Parking” zone near Pearl Lane. Additional parking was established in the shale pit by dividing the area, placing concrete blocks and painting approximately 18 parking spaces. A gate was installed on the Township side to be closed in the
event that people parked on that side during work hours and impeded Township operations. Recently, as a recommendation by the Parks and Recreation Committee, standardized parking signs stating “No Parking Dusk to Dawn” were also placed in all parks and at the shale pit. All signs at the shale pit have been rearranged to send a clear message of where to park and when.

Council discussed:
- The maximum capacity of parking on Mt. Nittany Road, if quantifiable;
- Additional “No Parking” signage – where they can be placed to make a difference in parking behavior;
- Barriers to prevent parking on one side of the road;
- Added parking at the shale pit; and
- Moving the porta-pot from the trailhead to the shale pit parking lot.

Mr. Dave Bell, CT resident, offered that the “No Parking” signs on the road are confusing and has not corrected illegal parking on the road. He opined the Shale Pit parking is never full and should be utilized.

After discussion, Council asked Staff to look into moving the porta-pot at the trailhead to the shale pit and adding additional “No Parking” signs between the current sign locations. Council also recommended installing a sign at the shale pit that will direct people to the trailhead.

**NB-2 Trout Unlimited-Growing Greener Grant**

Mr. Brumbaugh, Township Manager, offered that he was contacted by Mr. Ford Stryker, representing the Centre County Chapter of Trout Unlimited (TU), who requested support for TU’s grant application to PA Department of Environmental Protection (DEP) for a substantial project in the Millbrook Marsh along Slab Cabin Run.

Mr. Ford Stryker, TU, offered the project focuses on streambank restoration of Slab Cabin Run, creating a pollinator plot in the Millbrook Marsh, invasive species removal and creating/repairing Woodcock habitat. Reconnecting Slab Cabin Run with the floodplain would serve to moderate downstream peak flows from significant storm events. The grant TU is seeking is for over $300,000 in support of a total project in excess of $470,000, and assuming the grant is awarded, the project would be under construction in 2024-2025. Mr. Bob Yearick, Trout Unlimited, designed the project and offered some technical details about the project.

Ms. Kathy Matason, CT Resident, Centre Region Parks and Recreation Authority (CRPRA) Chair, offered that the CRPRA is aware of the project but the pollinator plot has been newly added. She can’t speak to that portion of the project but the CRPRA is largely in favor of the streambank restoration project.

Council discussed the maintenance obligations associated with the grant. The maintenance agreement is for 20-years and the landowner, during that time, cannot destroy the project, cannot sell the project, may remove debris from the project area and should contact TU if the project has been subject to major damage. Mr. Yearick offered it would be unusual for the Township to have to pay for repairs to the restoration project if damage occurs.

Council discussed the maintenance of the pollinator garden. CT is being asked to fund the pollinator plot for $7,500.00. Since it is in the Millbrook Marsh, Centre Region Park and Recreation would have to maintain the plot. CT budgets about $1000/year for the Kissinger Meadow pollinator plot.

After discussion, the following motions were made.

**Mr. Francke made a motion to authorize the Township Manager to execute the Landowner Letter of Commitment in support of Trout**
Unlimited’s PA DCNR grant application. CT acknowledges that should the grant be awarded, an additional Landowner – Grantee Agreement will be executed to ensure ongoing maintenance and upkeep of project elements.
Ms. Trainor seconded the motion.

Mr. Best asked to amend the motion to read support of Trout Unlimited’s PA DEP grant application.
Mr. Francke seconded the amendment to the motion.
Motion carried unanimously.

Chair Stilson offered her excitement to see this longtime and needed effort to restore Slab Cabin Run moving forward. This will benefit the Township’s stormwater and stormwater regionally.

Chair called for a vote on the amended motion.
Motion carried unanimously.

Mr. Best made a motion to commit to fund the pollinator plot work in Millbrook Marsh in conjunction with Trout Unlimited’s DEP grant work in an amount not to exceed $7,500.00. Should TU not receive the DEP grant and pending Centre Region Parks and Recreation Authority’s approval to install the pollinator plot, no funding will be provided by College Township for this work.
Mr. Francke seconded the motion.
Motion carried unanimously.

NB-3 Revisions to DCNR grant estimates and funding commitment

Mr. Mike Bloom, Assistant Township Manager, offered that earlier in the day, Staff met with PA DCNR Recreation and Parks Regional Advisor, in regards to CT’s request for a DCNR Community Conservation Partnership Program (C2P2) grant in support of the Spring Creek Park Basketball and Tennis Court Rehabilitation project. At DCNR’s initial review of CT’s grant, DCNR felt the grant was compelling and a competitive application, however, they also noted the cost estimates provided by Staff may be significantly low.

Staff was encouraged to more than double the project cost estimate to approximately $350,000. CT is committed to funding a 50% grant match. Based on the new estimates, CT’s share of the match would change from $79,945 to $175,000. Council is asked to consider supporting the revised project cost estimate and provide DCNR with a new commitment letter in an amount not to exceed $175,000.

Council discussed budget numbers. Court resurfacing is a part of the Spring Creek Park Master Plan so they support the grant application and the submittal of a new commitment letter. Council discussed the installation of fitness equipment during the 2023 construction season adding this is an easy win and has been highly requested from residents.

After the discussion, Council made the following motion.

Ms. Trainor made a motion to authorize up to $175,000 match grant and provide a funding commitment letter to DCNR.
Mr. Francke seconded the motion.
Motion carried unanimously.

STAFF INFORMATIVES:
No *Staff Informatives* were pulled for discussion.

**OTHER MATTERS:**

No *Other Matters* were brought forward for discussion.

**ADJOURNMENT:**

Chair Stilson offered her thanks to the Council, Staff and residents of College Township that she has had the pleasure of serving for the past 10 years. She offered the gavel to Vice Chair Best to close out the meeting.

Ms. Trainor moved to adjourn the June 1, 2023, Regular College Township Council Meeting.
Vice Chair seconded the motion.

The June 1, 2023, Regular College Township Council Meeting was adjourned at 10:01 PM.

Respectfully Submitted By,

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

Title | Submitted | Action Deadline
--- | --- | ---
UAJA Biosolids Upgrade | 5/22/2023 | August 20, 2023

LAND DEVELOPMENT PLAN ACTIVITY

Title | Recording Deadline | Comments
--- | --- | ---
Stocker Body Shop | June 10, 2023 | Surety received 6/20 expires 6/14/23; 9/1 CTC approved 90-day ext.; 11/16 ext. request received, to CTC 12/1; extension approval sent 12/2; 2/15 sent email for 90 day ext (to CTC 3/2) must be recorded prior to Arize FCU recording; must be recorded prior to minor plan submission; 5/17 sent email detailing extension request and fee; 6/1 extension approved, sent letter 6/2 (holding check for fee until 6/10 in case recorded by then)
Rhodes Lane Condos | August 2, 2023 | 10/17 submitted; 10/18 completeness review; 10/18 sent for full review (comments due 10/28); plan revisions came 11/7, accepted 11/14; P&R 11/14; PC 11/15; 12/1 plan tabled per PTE request, PTE granted review time extension; 12/29 revised plan submitted, comments due 1/13; to P&R 1/9; revision 4 received 1/19, comments due 1/27; revision due 2/6; P&R 2/13 as staff informative; 2/20 tabled by PTE; to PC 2/21 tabled; review period extended by PTE; 4/17 revision submitted, comments due 4/21; to CTC 5/4; conditional approval sent 5/5; 5/18 received and approved surety estimate
Arize Federal Credit Union | August 15, 2023 | 12/19 submitted & completeness review; 12/20 sent for full review; Comments sent 12/30; revision received 1/9, comments due 1/13; comments sent 1/13; to PC 1/17; revision due 2/6; comments due 2/10; to CTC 2/16; conditional approval 2/16, letter sent 2/17;
<table>
<thead>
<tr>
<th>Project Description</th>
<th>Date</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>MNMC – Bed Tower</td>
<td>July 5, 2023</td>
<td>2/21 submitted, letter sent 2/22; comments due and sent 3/3; revision due 3/13; to PC 3/21; to CTC 4/6; conditionally approved; 4/7 sent conditional approval letter;</td>
</tr>
<tr>
<td>PSU – Environmental Health &amp; Safety Chemical &amp; Radiation Waste Accumulation Facility</td>
<td>August 2, 2023</td>
<td>3/20 submitted, comment request sent 3/21; comments due 3/31; revision due 4/10; to PC 4/18; comments due 4/14; to CTC 5/4; conditional approval sent 5/5</td>
</tr>
<tr>
<td>UAJA Biosolids Upgrade Project</td>
<td>August 20, 2023</td>
<td>5/22 submitted, comment request sent 5/22; Comments due 6/2; revision due 6/12; to PC 6/27; to CTC 7/20</td>
</tr>
</tbody>
</table>

**MINOR PLANS**

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Date Submitted</th>
<th>Date Expires</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halfmoon Towing</td>
<td>4/28/2023</td>
<td>6/27/2023</td>
<td>sent to staff &amp; Schnure, Kauffman, Boeckel; Comments due &amp; sent 5/12; 5/18 received &amp; approved surety estimate; revision due 5/22, received 5/18, comments due 5/26; plan signed and picked up for recording 6/5; 6/5 surety estimate sent with Mike Barr to be acquired</td>
</tr>
<tr>
<td>PSU BJC Training Hill</td>
<td>5/11/2023</td>
<td>7/10/2023</td>
<td>sent to staff &amp; Schnure, Kauffman, Boeckel; comments due &amp; sent 5/19; revision due 5/29; 6/7 email project manager for owner signed plan set</td>
</tr>
<tr>
<td>PSU New Ped Walkway</td>
<td>5/17/2023</td>
<td>7/16/2023</td>
<td>sent to staff &amp; Schnure, Kauffman, Boeckel; comments due 5/26; 6/7 email project manager for owner signed plan set</td>
</tr>
</tbody>
</table>

**OTHER**

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Date Submitted</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dale Summit Area Plan</td>
<td></td>
<td>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;</td>
</tr>
</tbody>
</table>
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 end of next week

**Oak Ridge LTAC**

LTAC meeting **January 12, 2022**; consulting engineer discussion at February 3 Council meeting; Council remanded back to LTAC at their March 3 meeting; LTAC met on March 30; as of 7/27 in hands of NTCC; 9/28 had a public meeting; 10/26 public meeting; to present to CTC 11/3; 12/1 & 12/2 lines painted on Oak Ridge and Shamrock; LTAC meeting **1/11/2023**; ballots due 2/3; meeting 2/8; CTC 2/16; CTC gave go ahead to prepare bid packet; Bid opening 4/27 2pm; Bid to CTC 5/4 (4 options to be presented); Bid rejected, re-bid advertised 5/11 & 5/15; Bid opening 5/26 2pm; to CTC 6/1, awarded to Mid-State Paving; 6/2 award letter sent, original signed **agreement contract due 6/16**

**Pike Street Phase 3**

Surveying to begin in January; letter sent to residents, surveying started 1/11; 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

**Official Map**

Council remanded to PC 2/2; 2/7 PC received maps for homework; 2/21 PC discussion; 3/7 PC request time extension and paper copies of map; 3/21 PC tabled until 4/4 meeting; P&R to submit explanations to staff for PC by 3/29 (4/13); PC should wrap up at 4/18 meeting; PC recommendations and DRAFT to **CTC 5/4**; CTC reviewing in detail; CTC to set public hearing after revisions made (update OMap & include Ped Plan info); ongoing

**Zoning Amendment Consideration**

Council remanded to PC 2/16; 3/7 PC introduced to rezoning consensus is to wait for DPZ; to PC 4/18, recommends waiting for Dale Summit Master Plan (12 months); to **CTC 5/18**, Council considered PC recommendation and staff recommendation; PRBD to allow R-3; two draft ordinances to be presented to CTC 6/15 (R-3 as limited use/R-3 as conditional use)
ENGINEERING BOND/LOC SURETY EXPIRING SOON

*No surety to expire in July

Aspen Heights (August 4th) – Road (there is additional surety expires in October for water main & road)
   extension/reduction letter to go out week of 6/12
Aspen Heights (August 4th) – General LDP
   Extension/reduction letter to go out week of 6/12

LDP’s UNDER CONSTRUCTION

Aspen Heights
Canterbury Crossing
Evergreen Heights
Jake’s Fireworks
Steve Shannon
Winfield Heights
C3 Phases 1 & 4
State College Area Food Bank (to begin soon)