COLLEGE TOWNSHIP PLANNING COMMISSION
REGULAR MEETING MINUTES
Tuesday, May 7, 2024
1481 E. College Avenue State College PA 16801
Hybrid Meeting (In-Person or via Zoom)

PRESENT: Ray Forziat, Chair
Matthew Fenton, Vice Chair
Peggy Ekdahl
Robert Hoffman
Noreen Khoury

EXCUSED: Ed Darrah

ABSENT: Ash Toumayants

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

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

ZOOM MEETING PROTOCOL: Mr. Forziat verified there were no people present via Zoom.

ROLL CALL: Mr. Forziat verified members of the commission presence and absence.

OPEN DISCUSSION: None presented.

CONSENT AGENDA:

CA-1 April 2, 2024 PC Meeting Minutes
Mr. Fenton moved to approve the April 2, 2024 meeting minutes as written/amended.
Mr. Hoffman seconded.
Motion carried unanimously.

PLANS:

P-1 Shiloh Commercial Park Preliminary Subdivision Plan
Ms. Schoch introduced the Preliminary Subdivision Plan and the Project Manager, Mr. Torretti from Penn Terra Engineering. Mr. Torretti gave a brief presentation highlighting the phasing of the plan, a cul-de-sac at the end of East Trout Road with a right-of-way to the abutting property, and stormwater management. He added that buffer yards required between zoning districts will be proposed with the individual lot land development plans. Ms. Schoch added that East Trout Road is on the Township Official Map.

Mr. Fenton asked what the process of attaining a signal at the Shiloh Road and Trout Road intersection. Mr. Torretti explained there is a scoping meeting and traffic analyses. Ultimately the decision is made by PennDOT and the Township. Ms. Khoury asked about the proposed street light on the plan. Mr. Torretti stated the Township ordinance requires an entrance light at the access to commercial facilities.
There was further discussion of stormwater management, emergency vehicle access, a potential timeline for development, and naming of the private access to lots one thru three.

Mr. Fenton moved to recommend Council approve the Shiloh Commercial Park Preliminary Subdivision Plan dated March 18, 2024 and last revised April 15, 2024 subject to the following conditions:

1. Within ninety (90) days from the date of approval by Council, all conditions must be satisfied and final signatures must be obtained. Failure to meet the ninety (90) day 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. Provide an Intent to Serve letter from UAJA.
5. Provide an Intent to Serve letter from College Township Water Authority.
6. Provide proof of PennDOT HOP prior to occupancy.
7. Provide proof of NPDES approval.
8. Provide a draft DSAME for approval to be recorded with development of individual lots.
9. Provide a draft Shared Access and Maintenance Agreement for Lots 1, 2, and 3.
10. The proposed traffic signal at the intersection of Shiloh Road and Trout Road must be installed prior to certificates of occupancy being granted for any proposed land development on the proposed Shiloh Commercial Park Lots 1-7. Pedestrian crossings required by College Township and PennDOT at this intersection will be shown at the intersection of Shiloh Road and Trout Road on the Highway Occupancy Permit.
11. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.

Mr. Hoffman seconded.
Motion carried unanimously.

OLD BUSINESS: None presented.

NEW BUSINESS:

NB-1 Dale Summit Area Form-Based Code Remand
Ms. Schoch introduced the topic and reviewed the path taken leading to this point. The Planning Commission and staff reviewed the remand from Council line-by-line. The following are questions the Planning Commission developed while reviewing the remand:

- How is a “town center” to be determined?
- How will civic buildings be controlled and monitored?
- How is the review process to be expedited?
- Explain who is responsible for “administrative approval”.
- Define “good urbanism”.

Mr. Forziat suggested clarity in the beginning of the process will help the Planning Commission to be efficient. He also asked that staff and the Council liaison share the Planning Commission’s appreciation of the structure of the remand which will help keep on task.

REPORTS:

R-1 Council Report
Mr. Fenton gave a brief report of the Council meetings and added that there were developers present to discuss the Workforce Housing Ordinance.
R-2 Centre Region Planning Commission Report
Mr. Forziat gave a summary of the CRPC meeting which included proposed ordinance amendments in Harris Township. He added CRPA has filled all vacant positions at this point.

STAFF INFORMATIVES:

SI-1 Council Approved Minutes
No further discussion.

SI-2 May EZP Update
No further discussion.

SI-3 Zoning Bulletins
No further discussion.

OTHER MATTERS: None presented.

ANNOUNCEMENTS:
Mr. Forziat announced the next regular meeting will be held on Tuesday, May 21, 2024 at 7:00 p.m.

ADJOURNMENT: Mr. Hoffman moved to adjourn. Ms. Ekdahl seconded. Motion carried.

Meeting adjourned at 8:36 p.m.

Sharon E. Meyers
Senior Support Specialist – Engineering/Planning