CALL TO ORDER:

Mr. Dustin Best, Chair, called to order the September 7, 2023, Public Hearing of the College Township (CT) Council for Ordinance O-23-06 Residential Rentals at 6:58 PM.

PUBLIC OPEN DISCUSSION:

This Public Hearing was held for comments related to DRAFT Ordinance O-23-06, Residential Rentals, which was appropriately advertised and open for public inspection. Amendments include updates to the intent statement, as well as one definition modified to ensure clarity and understanding of the ordinance.

No Public Open Discussion comments were offered.

ADJOURNMENT:

Hearing no public discussion, Chair Best called for a motion to adjourn the September 7, 2023, Public Hearing.

Ms. Trainor made a motion to adjourn.
Chair seconded the motion.

The Public Hearing was adjourned at 7:01 PM.

Respectfully Submitted By,

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

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
Lindsay Schoch, AICP, Principal Planner
Mark Gabrovsek, Zoning Officer
Jennifer Snyder, CGA, Assistant Township Secretary

CALL TO ORDER: Mr. Dustin Best, Council Chair, called to order the September 7, 2023, Regular Meeting of the College Township (CT) Council at 7:01 PM, which followed a Public Hearing regarding Ordinance O-23-06 Residential Rentals.

PUBLIC OPEN DISCUSSION: Nothing brought forward.

NEW AGENDA ITEMS: Nothing to add to the agenda.

SPECIAL REPORTS:

SP-1 University Area Joint Authority Annual Update

Mr. David Lapinski, College Township representative on the University Area Joint Authority (UAJA) Board, presented an annual update on the UAJA plant that included the Scott Road Pump Station replacement; Ozone disinfection; anaerobic digester and sludge dryer; Meeks Lane Act 537 Plan Special Study; and the Puddintown Road Interceptor Act 537 Plan Special Study.

Mr. Lapinski briefly discussed the rate dispute with the State College Borough. He offered that matters are in the court system. Continuing, Mr. Lapinski reported that there was a 4% increase in rates in 2023. He added that another rate increase is likely in 2024. Mr. Lapinski offered the UAJA, in an effort to keep rates low, have formed a subcommittee to study rates and look at the feasibility of a third party to set rates.

Lastly, Mr. Lapinski announced that today, Mr. Walter Ebaugh, an additional CT representative on the UAJA Board, sent in his resignation. Council thanked Mr. Ebaugh for his service.

Mr. Corey Miller, UAJA Executive Director, offered technical information to Council regarding the Puddintown Road Interceptor Special Study and the Calder Way Special Study and the timeline for
completion. Mr. Miller shared that the year was not without problems but they were able to work through them with little interruptions and no smells.

**SP-2 Fire and Life Safety Inspectors/Fire Fighters Presentation**

Before beginning the discussion of SP-2, Dr. Walter Schneider, Centre Region Code Agency Director (CRCA), offered an update on the proposed hotel on Driebilbis Road near Sam’s Club. The owners picked up their revised permit on June 28, 2023; however, there has not been any efforts to move forward. The building wrap/membrane has been exposed to the elements for an extended period, debris around the building itself, and the identification of the premise for emergencies are all part of the enforcement notice that was recently sent to the owners. They have 14-days to take action on two of the identified violations and 7-days to clean up the debris before additional enforcement is warranted.

Dr. Walter Schneider offered information regarding the proposed joint venture between the CRCA and the Regional Fire Protection program to address needs in both agencies. They are proposing four (4) new positions, Fire and Life Safety Inspectors/Fire Fighters (FLSI/FF), who would split their time doing fire code inspections and fighting fires. These positions would report directly to the CRCA and have rotating schedules so there is always a certified firefighter 1 with driving experience on duty. Dr. Schneider offered that the CRCA would sell half of the time of a FLSI/FF, to the Regional Fire Protection program.

Mr. Shawn Kauffman, Centre Region Fire Director, offered that his predecessor has inserted over the years that the Centre Region would need to start thinking about hiring career firefighters. As the new director, he approached the CRCA with the idea of combining the two positions, Fire and Life Safety Inspectors and Certified Fire Fighters. He offered an example of their proposed schedule rotation.

Mr. Kauffman offered that the Centre Region has tremendous volunteer support but they do not always have driving experience. He added that in 2022 they have 89 volunteers who provided over 60,000 hours of service, averaging 12/week per person. Even with this tremendous support from volunteers, they have identified gaps in coverage and their proposal adds a dedicated person, including a driver, on duty at all times. These positions will supplement the volunteers, not take over their responsibilities.

Dr. Schneider and Mr. Kauffman are asking Council for their support of the creation of these new positions. They recognize there will be a financial impact to Townships but they opined it is time to smooth the gap in volunteers and provide a more consistent response to fire calls. They feel this plan would accomplish this balance.

Council offered that public safety is their number one priority and they support the initiative.

Mr. Kauffman offered that his first volunteer Fire Chief as a junior fire fighter, Mr. Robert Hoffman, was in the room and he offered his public thanks to him for his support early in his career.

**PLANS:**

**SK-1 Clearwater Conservancy Subdivision Sketch Plan**

Mr. Franson, P.E., P.L.S., Township Engineer, offered an introduction to the proposed subdivision by ClearWater Conservancy. The plan proposes a two-lot subdivision on Tax Parcel 19-003-003A, 110 Old Houserville Road, subdividing the 2.6-acre lot into one .95-acre lot and one 1.7-acre lot.

Ms. Deb Nardone, ClearWater Conservancy, Executive Director, and Mr. Ryan Hamilton, Lands Conservancy Manager, ClearWater Conservancy, discussed with Council their hopes for the Umberger and Rockenbeck property located at 1601 Houserville Road. Ms. Nardone offered ClearWater acquired
the property in August of 2022. She offered they have been discussing ways to make this property accessible to large demographics of people. They would like to showcase many different conservation efforts on this property.

Mr. Hamilton offered they are looking for feedback on the simple subdivision. The proposed lot 1, which is .95 acres and contains a house and garage would stay with the family and lot 2, a 1.7-acre lot, ClearWater would acquire and add to their conservation portfolio. Mr. Hamilton discussed the sidewalk requirements that come with a subdivision plan. They are seeking direction from Council regarding the sidewalks. No buildings are planned for this lot; it is almost entirely in the floodplain.

Mr. Franson offered that the Sidewalk Rating using the Project Prioritization Matrix for this proposal on Old Houserville Road is a six and a fourteen on Houserville Road. A rating of eight or less qualifies for a waiver.

Council offered that a Plan Narrative would have been helpful. Council supports the initiative and the vision of ClearWater. More information is needed for Council to offer any additional feedback on the subdivision.

**P-1 Medlar Field Preliminary/Final Land Development Plan**

Mr. Mike Vaow, Project Manager, Stahl Sheaffer Engineering, offered the Medlar Field Land Development Plan (LDP) proposes the construction of a hitting tunnel addition, expansion of the existing paved parking lot, concrete walkways and stormwater drainage.

The PC reviewed this plan at their August 15, 2023, PC meeting, and offered no comments and recommended approval of the plan. Staff had no additional comments regarding the final plan.

After a short discussion, Council made the following motion.

Mr. Francke made a motion to approve the Medlar Field – Weight Room and Hitting Tunnels Preliminary/Final Land Development Plan dated June 23, 2023, and last revised July 29, 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. Provide proof of NPDES approval.
6. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.

Mr. Bernier seconded the motion.
Motion carried unanimously.

**P-2 Summit Park Preliminary Subdivision Plan**
Mr. Franson, P.E., P.L.S., Township Engineer offered that Council reviewed this plan as a sketch plan. The PC reviewed the plan on August 15, 2023, and made a motion to recommend to Council for approval. Mr. Franson offered a meeting with the developer and the Public Utility Commission is to take place to discuss permits related to the railway and the transition from a private to a public crossing. If the PUC is to take this crossing over, they are making sure that everything is up-to-date.

Mr. Bob Myers, Project Manager, Hawbaker Engineering, on behalf of the applicant Dale Summit Acquisitions LP, offered the proposed subdivision plan of Tax Parcel 19-002-029c, 3500 East College Avenue, consists of twelve various sized lots within the Summit Park Industrial Revitalization Area (IRA). Recently, ownership of lots 2, 3 and 4 has changed and these three (3) lots will go back to Lot 1 until a later date.

Mr. Franson explained that the roads currently owned by the developer will have sidewalks on each side and the roadways built to Township standards. There is a portion of Stewart Drive that the Township currently owns but was never updated to the current standards. The developer is willing to improve the missing portion of Stewart Drive within the previously dedicated right-of-way to provide a connection from the existing Steward Drive that terminates at the access driveway to Cleveland Brothers Equipment to Summit Industrial Drive within the proposed development.

Mr. Myers offered the developer is requesting a deferral for the construction of sidewalks and street tree planting during the initial construction of the proposed subdivision. They are proposing the sidewalks and street trees be constructed and planted by individual lot owners as each lot is developed, with a caveat that all sidewalks and street trees shall be completed upon 80% development or within five-years of subdivision approval regardless of individual lot development.

The University Area Joint Authority will provide sanitary sewer services to all the lots within the development. College Township Water Authority will provide water services to all newly created lots, while Lot 1, the former Corning building, has an existing connection to the Bellefonte Borough system located along Transfer Road.

Council discussed the Sidewalk Rating using the Project Prioritization Matrix. The project rated a total score of 16. Council discussed the sidewalk deferral. Mr. Franson offered that it makes sense to wait for sidewalks until each of the lots are developed.

Council offered that it was helpful to see the sketch plan beforehand. Mr. Franson offered the only difference between the sketch plan and the final plan is the consolidation of Lots 1, 2, 3 and 4.

Ms. Trainor made a motion to approve the Summit Park Preliminary Subdivision Plan dated July 14, 2023, and last revised August 7, 2023, subject to the following conditions:
1. Within ninety-days from the date of approval by Council, all conditions must be satisfied and final signatures must be obtained.
2. Pay all outstanding review fees.
3. Address, to the satisfaction of the Township Engineer, any outstanding plan review comments from staff.
4. Post surety as approved by the Township Engineer.
5. Approve the sidewalk construction and tree planting deferral request.
6. Provide proof of NPDES approval.
7. Add a note to the plan that the public right-of-way for Summit Industrial Drive must extend to SR 26, College Avenue, by agreement between Township, Railway, Developer, and PennDOT as...
approved by PUC and must be obtained prior to Final Plan approval.
8. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.
Mr. Fragola seconded the motion.

Mr. Francke moved to amend the current motion to add:
9. Lots 2, 3, and 4 will remain as part of Lot 1 for this preliminary plan.
Ms. Trainor seconded the amended motion.
Motion to amend carried unanimously.

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

REPORTS:

a. Manager’s Update

In a written report, Mr. Adam Brumbaugh, Township Manager, offered that Staff to meet after Labor Day for technical review of the Draft Form-Based Code from DPZ; Solar Power Purchase Agreement contracts for review anticipated in the next 30-days; the PC forwarded a recommendation to Council on adding R3 uses within the PRBD; and Council met in a Special Meeting to discuss the PC recommendation. Council made a modification to proposed ordinance and set a public hearing for October 19, 2023.

b. COG Regional, County, Liaisons Reports

COG Land Use Community Infrastructure Committee (LUCI): Mr. Bernier reported the LUCI Committee met on September 7, 2023, and discussed the Draft Task Activity Report (TAR) for the Puddintown Road Sewer Interceptor to the PA DEP and received a presentation about the PSU Applied Research Lab Master Plan.

COG Parks and Recreation Governance Committee: Mr. Francke offered the Parks and Recreation Governance Committee met on Wednesday, August 23, 2023, and discussed the mission/purpose of the Authority; governing documents; and the future of the Parks Capital Committee.

COG Executive Committee and General Forum: Mr. Best offered the Executive Committee met on August 22, 2023, and discussed the Classification and Compensation Study.

Solar Power Purchasing Agreement (SPPA) Working Group: Mr. Bloom, Assistant Township Manager, offered the SPPA Working Group met on August 30, 2023. He offered the schedule to finalize the agreement continues to shift; nearing when College Township’s current contracts expire. The Agreement is under legal review.

c. Staff/Planning Commission/Other Committees

Planning Commission (PC): Mr. Hoffman, PC Liaison to Council, offered that the PC met on September 5, 2023, and heard a presentation on a Sketch Plan for the Umberger Rockenbeck – ClearWater Conservancy Subdivision and discussed the CT Council Special Meeting regarding the Shiloh Road Rezoning.
Mr. Hoffman suggested that a joint meeting with the PC and the CT Council be scheduled as morale is low and the PC needs a platform to vent frustrations.

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

Mr. Bloom, Assistant Township Manager, offered that September is Suicide Prevention Month. At the last CT Council meeting, Council passed Resolution R-23-22 in support of the initiative. Additionally, he announced that Hispanic Heritage month kicks off on September 15, 2023.

CONSENT AGENDA:

CA-1 Minutes, Approval of
   a. August 17, 2023, Regular Meeting
   b. August 28, 2023, Special Meeting
   c. August 29, 2023, Special Meeting

CA-2 Correspondence, Receipt/Approval of
   a. Email from Tom Songer, dated July 26, 2023, regarding R1 Zoning at Mt. Nittany Manor
   b. Email from Daniel Materna, dated August 18, 2023, regarding Casino
   c. Letter from Spring Creek Watershed Commission, dated August 9, 2023, regarding 2024 Annual Budget
   d. Email from Carla Stilson, dated August 31, 2023, regarding No-Parking Signs Spring Creek Park
   e. Email CCATO, dated August 31, 2023, regarding Scholarship Awards and Resolution Form
   f. Letter from ClearWater Conservancy, dated August 18, 2023, regarding Annual Easement Monitoring for Thompson Woods Preserve

CA-3 Action Item, Approval of

Council asked to pull the following items from the Consent Agenda for further discussion: CA-1.a., CA-2.d., and CA-3.a.

   Mr. Francke made a motion to accept the September 7, 2023, Consent Agenda minus CA-1.a., CA-2.d., and CA-3.a.  
   Mr. Bernier seconded the motion  
   Motion carried unanimously.

CA-1.a.: Mr. Francke offered a minor correction to the minutes on page 8 where he was inadvertently listed as chair of the meeting.

CA-2.d.: Council would like to add the parking signs at Spring Creek Park as a discussion item to an upcoming agenda.

CA-3.a.: Chair Francke questioned Staff about the project being so far over budget. Mr. Franson, Township Engineer, offered that the bid entered into the budget, was outdated and Staff knew it was likely to be much lower than the bids received. The project was bid once before with no bids received. Staff offered the project would be completed this winter. General Fund reserves will cover the additional unbudgeted amount.

   Mr. Francke made a motion to accept CA-1.a. as amended, CA-2.d., and CA-3.a.
Ms. Trainor seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

OB-1   Residential Rentals Ordinance O-23-06

Ms. Lindsay Schoch, AICP, Principal Planner, offered that a Public Hearing was held prior to the start of this regular CT Council meeting to discuss Ordinance O-23-06 – Residential Rentals. This ordinance, which was appropriately advertised and open for public inspection, includes updates to the intent statement, as well as one definition modified to ensure clarity and understanding of the ordinance

Council had no further questions or comments.

Mr. Bernier made a motion to approve Ordinance O-23-06 – changes to Chapter 160 – Residential Rentals, including Section 160.2 Purpose and Intent and Section 160.4 Definitions.
Mr. Francke seconded the motion.
Motion carried unanimously.

NEW BUSINESS

NB-1   Workforce Housing Ordinance

Ms. Lindsay Schoch, AICP, Principal Planner, offered an update on Chapter 200 Zoning 38.4 Workforce Housing Ordinance. Ms. Schoch met with Dr. Missy Schoonover, the Director of the Centre County Housing and Land Trust, who has been involved with our ordinance since its establishment in 2009 (revised in 2013). Currently, the Workforce Housing Ordinance is being utilized with the recent development of Aspen Heights, which has 28 total workforce-housing units. Of those 28 units, 18 have been successfully allocated.

Ms. Schoch and Dr. Schoonover discussed successful aspects of the ordinance, areas where improvement is needed, opportunities to make the ordinance more equitable, and comparison with other Townships in the region. Currently, density triggers workforce housing, whereas if a development proposed contains five or more dwelling units per acre, the mandatory requirements in the workforce housing ordinance apply. Residential developments that propose 10 or less dwelling units are exempt from the requirements of the ordinance.

Staff opined that typically ordinances begin with an intent section. The Workforce Housing Ordinance does not have an intent section. Staff suggests this should be a next step to craft an intent statement. Additionally, the ordinance considers those making between 65% and 100% of the Area Median Income (AMI). Staff suggests that consideration be given to expand these ranges, opening the benefits of the ordinance to a wider range of people at different income levels.

In regards to improved equity, the current ordinance allows for reductions or outright waivers for some open space and parkland requirements. Staff suggests investigating whether this is an equity issue directly impacting workforce housing residents.

Regionally, other municipalities are taking steps to target the “missing middle” by working to provide a diverse range of housing types that can accommodate different household sizes, income levels, and
lifestyles. Staff requests that Council address whether they feel regional consistency is an important factor as it relates to workforce housing.

Council agreed that it is a good idea to begin the process to review the ordinance. They offered that an update to the intent section should be the first step in the review. Once an intent statement is approved, a remand letter will be sent to the PC for their comments and review of the ordinance.

Council would like to see a matrix or something similar to evaluate the success of the ordinance.

**STAFF INFORMATIVES:**

No *Staff Informatives* were pulled for discussion.

**OTHER MATTERS:**

No *Other Matters* brought forward for discussion.

**ADJOURNMENT:**

Chair Best called for a motion to adjourn the meeting.

Mr. Francke moved to adjourn the September 7, 2023, Regular College Township Council Meeting. Chair seconded the motion.

The September 7, 2023, Regular College Township Council Meeting was adjourned at 9:29 PM.

Respectfully Submitted By,

*Adam T. Brumbaugh*

Adam T. Brumbaugh
Township Secretary