

**MINUTES**  
**BROOKVILLE BOROUGH PLANNING COMMISSION**  
**Wednesday, November 10, 2021 @ 5:00 P.M.**

The Brookville Borough Planning Commission met on Wednesday, November 10, 2021 at 5:00 P.M. in Council Chambers with the following in attendance:

**MEMBERS**

David Taylor  
Dr. Ed Richards  
Bob Radaker  
Rick Park  
Arthur McKinley

**STAFF**

Manager Dana Rooney  
Recorder Christine Gunning

**VISITORS**

Ken Berlin  
Aaron Haines  
Ron Kopko  
Frank Bartley

**CALL TO ORDER:**

Chairman David Taylor called the meeting to order at 5:00 P.M.

**CORRECTIONS/APPROVAL OF MINUTES:**

Vice-Chairman Ed Richards moved to approve the minutes of the July 14<sup>th</sup> Planning Commission meeting as submitted; seconded by Member Rick Park. Motion carried 5-0.

**PUBLIC COMMENT:**

None

**NEW BUSINESS:**

- A. Commission Member Terms** – Member Bob Radaker stated his term is ending, and he would like to see his spot go to Aaron Haines. Chairman David Taylor stated the process would be we would make a motion and pass it at this meeting with your recommendation to Brookville Borough Council. Chairman David Taylor stated Brookville Borough Council makes the appointments. Chairman David Taylor stated then that could be brought up at the next Borough Council meeting on Tuesday, December 7<sup>th</sup>. Vice-Chairman Ed Richards made a motion to accept Bob Radaker's resignation with regret; seconded by Member Rick Park. Motion carried 5-0. Chairman David Taylor wished Bob Radaker a happy retirement. Vice-Chairman Ed Richards made a motion to recommend Aaron Haines to Brookville Borough Council as a replacement for Bob Radaker on the Planning Commission; seconded by Member Bob Radaker. Motion carried 5-0.
- B. Meeting Dates and Times** – Chairman David Taylor stated we discuss the meeting dates and times every year because by the state Borough Code the Borough must advertise commission and committee meetings every January. Chairman David Taylor stated we need to make a decision tonight as to when to hold Planning Commission meetings. Chairman David Taylor stated we have been doing them once a month. Chairman David Taylor stated he spoke with Manager Dana Rooney about this, and he suggests they have, at least for the matter of record, two scheduled meetings a month. Chairman David Taylor stated that does not mean we would have to meet at either of those times, if we do not

have any business to take place. Chairman David Taylor stated if we continue with where we are now, which is the second Wednesday of the month, then perhaps we would go to the fourth Wednesday of each month and meet as needed, but at least it would be a matter of record that we advertised, and that is our schedule. After some discussion, Member Arthur McKinley made a motion for the Planning Commission's meetings in 2022 to be on the second and fourth Wednesdays of the month at 5:00 p.m. as needed; seconded by Member Rick Park. Motion carried 5-0.

- C. **Caylor/Overly Subdivision Plan** – Chairman David Taylor stated we have a couple of subdivision plans to deal with tonight. Chairman David Taylor stated the first is the subdivision from Joyce Overly up on West Main Street. Chairman David Taylor stated Joyce lives in a property just above Madison Street on the north side of West Main Street. Chairman David Taylor stated between her property and a rental owned by Dave and Becky Caylor, there is an empty lot. Chairman David Taylor stated they want to take a little off the empty lot to become part of Joyce Overly's lot. Chairman David Taylor stated the remainder would remain Dave and Becky Caylor's ownership. Chairman David Taylor stated this would create two lots where there are presently three. Chairman David Taylor stated this is a small subdivision, so we do not really need any engineering. Member Bob Radaker stated to the best of his knowledge, there are no conflicts with the Brookville Municipal Authority. Vice-Chairman Ed Richards made a motion to approve this subdivision plan as presented and send it to Brookville Borough Council; seconded by Member Rick Park. Motion carried 5-0. Member Arthur McKinley asked if these houses were in good repair. Chairman David Taylor stated yes.

#### **UNFINISHED BUSINESS:**

- A. **Zimmerman Subdivision Revised Plans** – Chairman David Taylor stated next we will discuss the Zimmerman subdivision revised plans. Chairman David Taylor stated this is our third meeting dealing with this, and we passed it back to the engineer to take a look at. Chairman David Taylor stated in the agenda packet we have letters from Gwin, Dobson, and Foreman, the Department of Environmental Protection (DEP), and Fox and Fox who are the delineators of the subdivision. Chairman David Taylor stated DEP had some recommendations that Fox and Fox say they have met. Chairman David Taylor stated his suggestion for the consideration of the commission is we could approve this subdivision contingent on the engineer's review of the final document that incorporated both the engineer's findings, as well as anything from the Department of Environmental Protection (DEP). Chairman David Taylor stated this is not a simple subdivision, and it involves a lot of acreage. Member Arthur McKinley asked if someone could summarize the major findings from Gwin, Dobson, and Foreman. Manager Dana Rooney stated how about if we have our design folks tell us what they changed. Ron Kopko with Kopko Engineering stated the first question they had there had to do with stormwater. Ron Kopko stated there was the issue of the watercourse that they identified. Ron Kopko stated it is really not a watercourse. Ron Kopko stated there is a drainage that comes off the parking

lot right across the street that is Beverage Air's. Gwin, Dobson, and Foreman wanted to define that as a stream, but it is not a stream because it only drains one point two acres. Ron Kopko stated a small area will have a right of way on it for anyone who wants to get in there and do maintenance. Ron Kopko stated we added a graphic scale. Ron Kopko stated they requested the drawings be relabeled, and that was taken care of. Ron Kopko stated they wanted us to identify on the plans which easements and right of ways are existing and which are proposed. Ron Kopko stated they wanted existing easements be labeled with slanted text and proposed with non-slanted text, and they did that. Ron Kopko stated we added the setback lines. Ron Kopko stated you have a conflict between your subdivision and your zoning, and we labeled that on here too. Member Arthur McKinley stated so there is a conflict between zoning and subdivision. Manager Dana Rooney stated we will have to look into it further. Chairman David Taylor stated we could do a conditional approval contingent on getting a sign-off letter from the engineer. After some discussion, Vice-Chairman Ed Richards made a motion to approve the Zimmerman subdivision plan; seconded by Member Bob Radaker. Motion carried 4-1, with Chairman David Taylor opposed.

**OFFICIAL REPORTS & CORRESPONDENCE:**

None

**ADJOURNMENT:**

Member Bob Radaker made a motion to adjourn at 5:41 p.m.; seconded by Member Rick Park. Motion carried 5-0.