

**BUFFALO TOWNSHIP PLANNING COMMISSION**

**REGULAR MONTHLY MEETING**

**MARCH 1, 2017**

The Regular Monthly Meeting of the Buffalo Township Planning Commission was called to order on Wednesday, March 1, 2017, at 7:30 p.m. in the Buffalo Township Municipal Building by the Chairman, Ray Smetana. This Meeting is being recorded. If anyone is taping this Meeting, please state your name and address.

The following members were present at this evening's meeting: Ray Smetana, Grant McConnell, Chris Foust, John Zurisko, Atty. Joe Charlton, David Ivanek, and Roger Kelly. Absent were Dave Koedel, who emailed and Donna Davis.

**APPROVAL OF THE MINUTES**

On motion of Grant McConnell, seconded by John Zurisko to approve the minutes of the February 1, 2017, Regular Monthly Meeting of the Planning Commission as recorded. Motion Carried. Un. Approval.

**THOMAS/FELT PLAN – LOT LINE REVISION – SARVER ROAD**

Kurt and Linnea Thomas and Todd A. and Jamie M. Felt are proposing a Lot Line Revision on property located on Sarver Road. Amended revised Lot No. 7 will be a total of 1.31 acres and amended revised Lot No. 8 will be a total of 3.16 acres. Both lots have dwellings.

The township office has received Copy of Plan, Filing Fee, Butler County Planning Commission comments (BCPC did not have any comments on this Plan), Twp. Engineer comments (Upon a cursory review of the subject lot line revision plan we offer the following comments: The "A-1" Agricultural District and associated zoning requirements shall be denoted on the Plan. South Pike Road is labeled incorrectly on Site Location Map as per fax dated 3/1/17), and Municipal Authority comments (MABT provides sanitary sewer and water service to 629 Sarver Road; however sanitary sewer and water service is not available for 635 Sarver Road as per letter dated 2/20/17). Stan Graff explained the Lot Line Revision. Ray Smetana asked if he could make the changes that were in the Twp. Engineer's comment letter? Stan Graff answered yes.

On motion of Grant McConnell, seconded by Chris Foust, to make a favorable recommendation of the Thomas/Felt Lot Line Revision on Sarver Road to the Board of Supervisors contingent on complying with the Twp. Engineer's Letter dated 3/1/17. Motion Carried. Un. Approval.

**SARVER'S MILL PRD PHASE 4 – SUBDIVISION/LAND DEVELOPMENT**

Bryan Metzler, PE, T3 Global Strategies, Inc. is presenting the Sarver's Mill PRD Phase 4 Subdivision/Land Development. Phase 4 is a total of 26 lots.

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The township office has received Copy of Plan, Filing Fee, and Twp. Engineer comments (see fax dated 2/28/17). The Stormwater Management Report and Erosion and Sedimentation Control Narrative, Plan, and Details are currently under review at the DEP.

David Ivanek stated most of our comments deal with the Stormwater Management Plan. They are constructing a Bio-Retention Facility which is considered a stormwater management facility and will be treated as such. Since the Bio-Retention Facility stores runoff, please provide an emergency spillway or outlet structure designed to convey the 100-year post-development peak rate. Please include a landscape buffer around the Bio-Retention Facility. A safety fence, a minimum 8 feet high, must be installed around the facility. A gate with a minimum opening of 10 feet must be provided. Energy dissipaters and/or level spreaders shall be installed at points where pipes or drainageways discharge to or from the facility. Valves on underdrain shall be denoted as normally closed except for pond dewatering and maintenance. Dry well detail is not accurately labeled on Sheet Number PCSM 4/1. Currently it is indicated as "Bio Retention Area Maintenance Procedure". Furthermore, the detail should indicate that the stone shall be clean AASHTO No. 1 crush stone with a minimum 40% voids ratio. The outlet pipe from the dry well should act as an overflow as opposed to a straight connection from influent to effluent. Enclosed is a detail which depicts this. We enclosed the Buffalo Township Construction Standard. Capacity calculations for the proposed storm sewer network should be included to ensure that it is designed for a 25-year storm. Please ensure that flows from dry wells are accounted for in calculations. Those were all the stormwater management comments. The General Comments include: The Developer shall comply with the Grading Ordinance, Ordinance Number 113, and obtain a Grading Permit. No cut or fill grade shall exceed a slope of 2:1 or fifty percent. No cut or fill grade shall exceed a slope of 3:1 or thirty-three percent unless such cut or fill grade is approved by the Township Engineer, said approval to be made when the Township Engineer is satisfied that the proposed cut or fill grade shall not adversely impact the environment and shall not create a condition hazardous to the safety and welfare of Township residents or other persons. It appears that there are proposed cut and fill slopes that are 2:1. A soils report by a geotechnical engineer should be submitted for the project to address the stability of the proposed 2:1 slopes. Design of water and sewer systems must be reviewed and approved by the Buffalo Township Municipal Authority. Receipt of approval should be forwarded to the Township upon receipt. A Developer's Agreement which lists the maintenance responsibilities, bonding requirements, and ownership of facilities will be required. Any approval should be conditioned upon all approvals and permits that are required from PA DEP, including, but not limited to:

- a. NPDES Permit for stormwater discharges associated with construction activities. An individual NPDES Permit will be required for this site.
- b. Sanitary Sewage Facilities Planning Module
- c. General Permit for Outfall Structures

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It appears that the proposed plan is in compliance with the Joint Municipal Comprehensive Plan as per fax dated 2/28/17. Ray Smetana stated there are a lot of changes that need to be made. Bob Bednar stated I believe that we just need to add information. Bryan Metzler stated I will talk to Ken Howard and address all of his concerns. We have no problem addressing all of the bio-retention details. They are minor changes with the exception of the security fence. We would like to discuss that. He explained what bio-retention is. Bob Bednar presented pictures showing examples of a bio-retention area. This bio-retention area is in the rear of six lots and to put an eight foot fence around a landscaped 18 inch depression –it seems like it is a little more than what would be required. Ray Smetana asked what is the maximum depth? David Ivanek answered this meets your definition of a stormwater facility; there is anywhere between 0 – 3 feet of impounded water. He explained that when it gets above 3 feet there is an additional set of requirements. It does meet the definition of a storm water management facility. It is in a residential area; children are attracted to water. He stated you can make that fence more decorative instead of looking like barb wire. Bob Bednar stated one of the things that you should look at is a bioretention area is a storm water facility but it is a water quality facility. It is not going to be an 8 foot deep pond; it is to enhance the water quality. As far as it being a stormwater system, it is a water quality facility not a stormwater detention. It is retention. Ray Smetana stated the way our Ordinance reads you have to have a fence around it. Bob Bednar asked can we get a waiver for that? Atty. Charlton answered you could request a waiver. The Planning Commission could recommend approval with the comment that you put it on there and that is a decision for the Board of Supervisors. Chris Foust stated so we can recommend approval with the fence shown; they have to request a waiver from the Supervisors. Ray Smetana asked do you think you will have enough time to make the changes? Bryan Metzler answered yes; we can have everything done by the end of the week. David Ivanek stated most of the comments are minor; we will need to have all of the calculations.

On motion of Grant McConnell, seconded by John Zurisko, to make a favorable recommendation of the Sarver’s Mill PRD Phase 4 Subdivision/Land Development contingent on complying with the Township Engineer’s Letter dated 2/28/17. Motion Carried. Un. Approval.

**LOUISE BUZZARD – SUBDIVISION – DISCUSSION ONLY**

Louise Buzzard attended the meeting to get information about building another home on her property located on Sarver Road. Ray Smetana stated you can’t have two houses on 1 piece of property. Atty. Charlton stated you will have to check the zoning and the minimum lot requirements. I recommend you talk to a Surveyor or Engineer. The Planning Commission stated that the property is zoned “R-1” and the minimum lot size is 40,000 sq. ft. She was told to consult with an Engineer or Surveyor to see if she could subdivide her property.

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**TWIN OAKS – PRD NO. 1, PHASE 1 – LAND DEVELOPMENT AND SUBDIVISION**

On motion of Grant McConnell, seconded by Chris Foust, to remove the Twin Oaks PRD No. 1, Phase 1 Land Development and Subdivision from the table of February 1, 2017. Motion Carried. Un. Approval.

A letter was received from Steven Victor dated 2/2/17 which states “On behalf of our client, R & W Estates, LLC, we hereby grant an extension until March 15, 2017, for the review of our Phase 1, PRD Final Plans.”

Lennon, Smith, Souleret Engineering, Inc. is submitting the Twin Oaks PRD 1, Phase 1 Land Development and Subdivision on behalf of the John Allen Jr. Family Trust. The Plot Plan is included as supplemental information and shows the entire project area of PRD nos. 1, 2, and 3. While Phases 2 and 3 of PRD No. 1 are not a formal part of this submittal, they are providing the information so the township can see how all three PRD's are integrated.

Lennon, Smith, Souleret Engineering, Inc. on behalf of John Allen Jr. Family Trust is transmitting herewith the following items to complete the Final Land Development and Subdivision review for the subject project. This was received on 2/28/17 via hand delivery. Rain Garden Bypass calculations; Rain Garden Bypass Alternate calculations; Pre-Development Hydrographs for the swale; Rain Garden discharge pipe calculations; Revised Slope Design by ACA Engineering, Twin Oaks PRD No. 1 Phase 1 Plans (Sheet Nos. 7, 17A, 17B, and 22 of 23; and PCSM3 of PCSM3); Penn Dot and AASHTO Guidelines for longitudinal slope; Sheets 9 ALT and 9 ALT-0 of 23; Along with item by item response to comments received verbally and/or by email from Bankson Engineers, Inc. between February 22, 2017 and February 28, 2017.

The township office has received Copy of Plan, Stormwater Management Report, Erosion & Sedimentation Control Narrative Plan, and Details, Butler County Planning Commission comments (BCPC did not have any comments on this plan), Twp. Engineer comments (see fax dated 2/28/17), Municipal Authority comments (see letter dated 1/4/17), and Butler County Conservation District comments (see letter dated 2/28/17). The Resolution for the Planning Module was adopted by the Supervisors at their 12/14/16 Regular Monthly Meeting and was given to Mr. Allen to submit to DEP. Ray Smetana stated we don't have the filing fee. John Allen stated I have that.

David Ivanek stated I would like to commend their Engineer for being very diligent in the last week in getting us all of this information. They have satisfied most of our concerns. Our letter dated Feb. 28 has the following comments. The profile of Oaks Drive on Sheet 9 of 23 indicates that at Station 11+93.55, where Oaks Drive intersects with Red Horse Drive, the grade is at 4 percent in the 25 feet leading up to and preceding the intersection. The approved preliminary plans showed no profiles of Red

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Horse Drive or Oaks Drive. Percent grades were shown on plan views; however, they were indicated at points far beyond the 25 feet leading up to and proceeding the intersection. It was indicated to us on Feb. 27, 2017, that a request waiver for this design will be presented to the Board of Supervisors. The proposed 6-inch influent pipe to the rain garden facility does not meet the 15-inch diameter minimum pipe size per the ordinance; however, it appears to function as designed in limiting flows to the rain garden facility. Plans must be submitted for the Township to apply for and obtain a Pennsylvania Department of Transportation Highway Occupancy Permit for improvements at the Hepler Road and Sarver Road intersection. Ray Smetana asked Mr. Allen is there any way you can get that information to us? John Allen answered it is my understanding that the intersection of Hepler Road is up to the Township Supervisors. Ray Smetana stated all of this has to be a package for the Township Supervisors. A Representative from Victor Wetzel Associates stated that is a third party permit; you can approve the plan conditioned on getting the HOP. Ray Smetana stated we need the information so that we can apply for the HOP. The Representative from Victor Wetzel Associates stated that will be provided; the third party permit is not part of the approval. John Allen stated we met on the Hepler Road Intersection site and discussed that intersection. At that time I said if you will do the intersection and get the permit, we will do the construction to the specs that Penn Dot provides. We never agreed to do the engineering or the permit process. That is the way your zoning approval was written. Ray Smetana stated what I read is it says the Developer shall perform the Traffic Study pertaining to future Planned Residential Developments or other development of the property by the Developer. The Traffic Study shall specifically address the impact of the proposed development on affected township and state roads. That was part of the conditional use approval. John Allen stated when this was approved we hired Gateway Engineers to do the Traffic Study. As a result of those Traffic Studies, it was agreed that we could exit onto Hepler Road. There is nothing in those Traffic Studies that suggest that we make a modification to the Hepler Road Intersection. Now we did in good faith meet with the Supervisors and Twp. Engineers and we watched this sight. There was nothing and I said very clearly that we were not going to pay for the engineering for this. This Hepler Road Intersection has nothing to do with our approvals for the HOP. I asked do we have to do this Hepler Road Intersection. The reply was if you want your plan approved, you will do the Hepler Road Intersection. Atty. Charlton stated I wasn't there so I didn't hear any of the comments. John Allen stated I asked Ken Howard if there was a budget to address this. He said no. When you get your fees together, we have two bids on the HOP Project, we have an engineering estimate, and we have a construction estimate. It is going to cost in excess of \$50,000 to build this intersection. I would suggest to you people that you do a cost benefit analysis of whether that is the best place to spend the \$50,000. From a planning standpoint, we will be putting a number of cars on there; but the majority of the traffic will be coming out at a 356 intersection. We are going to be asked, no doubt, to put turning lanes and possibly a light. I would suggest to you, you have a terrible problem on Parker Road and Rt. 356 if you have ever tried making a left hand turn there. I would suggest to you, if you want money from the Allens, that you put some money in an escrow

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account to explore that whole corridor. That is a terribly dangerous thing and is probably going to get more dangerous. I am not familiar with your Zoning Ordinance; but the southwest corner of 228 and 356 is going to be commercial if it is not already commercial. One of your Supervisors, Gary Risch, is selling his house. I doubt that is going to be sold as a residence. You are going to have a lot more traffic through that corridor. I would offer to put \$500 for every house that we sell; we have 100 in this current phase. That is \$6,000. It would make \$150,000 total. I would offer at the time that the building permits are issued to the Allen Project that we put \$500 in an Escrow Account per house to be used in the best way that you people think. I would vote that we look closely at that 356 corridor. I think the Parker Road Intersection is a terribly dangerous one. We could better spend our \$50,000 there than on Hepler. That would be your choice. I would volunteer \$500. We are not going to change the traffic flow on Hepler for probably two years. It is probably going to be a couple of years before any traffic on Hepler is impacted. I didn't think this was part of our review process. Atty. Charlton stated the Planning Commission right now has three separate options. The options are if you grant an extension of time it can be tabled. The other two options would be to send this on to the Supervisors with a recommendation for approval contingent on the requirements in the Twp. Engineer's letter or to send it to the Supervisors with a recommendation of a denial. You have to understand the Planning Commission is a recommending body so therefore if we recommend denial of the application and the Supervisors can decide any way they want. Those are the options. David Ivanek stated continuing on in order for the developer to claim street sweeping as a credit and to meet the requirements of the conditional use approval, they must include in the Homeowner's Association Agreement that the Association will conduct street sweeping in perpetuity. The frequency and requirements for completing the street sweeping must be in accordance with the PA Stormwater BMP Manual, latest revision, and the NPDES Stormwater Discharges BMP Effectiveness Values, latest revision. Please note that street sweeping must be conducted at minimum 25 times annually and only count for those streets that have been swept at least 25 times in a year. This is what the township is required to do. We do have a draft copy of the Homeowners Association Agreement. Kevin Brett, Lennon Smith Souleret, stated the stormwater management plan has to be recorded. There are a lot of things in the stormwater management plan that have to be maintained by the Homeowner's Association forever. This is just one of those items. It will be part of our permit and be recorded with that. Ray Smetana stated our engineer has to see it. Kevin Brett stated he has it. David Ivanek commented. John Allen stated I submitted the Homeowner's Agreement to Larry Lutz and we made some changes. That can be added. Atty. Charlton stated there are no issues with the legal documents. Kevin Brett commented on the intersection and stating we are going to submit a request for a waiver. If the Board doesn't grant the waiver we can meet that. Ray Smetana stated if we do pass this on to the Supervisors it will be with contingencies. Atty. Charlton stated if Mr. Allen doesn't grant you an extension you will have to either pass it on to the Supervisors with a favorable recommendation or an unfavorable recommendation. Ray Smetana asked could we pass it on to the Supervisors letting them know that there is a problem

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with the HOP. Atty. Charlton stated you could pass it on with recommendation for approval contingent on the Feb. 28<sup>th</sup> letter from Bankson Engineers. It is their choice if they want to take that risk of not getting approval and starting the entire process again. John Allen stated the difference of opinion on the Hepler Road Intersection has been there. The Allens are going to take the position that we didn't agree to do the engineering. We could continue the conversation with the Supervisors next week. I think that is resolvable. Ray Smetana asked John Haven if he wanted this to be passed on? Atty. Charlton stated don't answer that question. You can request an additional 30 days to make a decision. If John Allen doesn't agree to the 30 day extension you will have two choices. You could pass it on with a recommendation for approval contingent on meeting the items in Bankson Engineer's letter dated Feb. 28. We will need to make sure that we get all of the contingencies on record. Or you could pass it on with an unfavorable recommendation. David Ivanek stated the next item on our letter is please provide details of rock slope on the construction drawings. We were back and forth with their Engineer. The next item is please verify applicable utility companies permission to install said landscaping on top of or in close proximity to proposed utilities. Mike Wetzel stated we can provide that information. David Ivanek stated the next item is please note that the Developer's Agreement, Stormwater Management Operation and Maintenance Agreement, and Homeowner's Association Agreement all need to be executed prior to final approval. John Allen asked those things that you presented tonight should they go to the Township Solicitor or should they go to the Supervisors? David Ivanek answered Larry Lutz has provided us with draft copies of the Agreements. Under general comments are the following: The Developer shall comply with Grading Ordinance, Ordinance Number 113, and obtain a Grading Permit. Any approval should be conditioned upon all approvals and permits that are required from PA DEP, including, but not limited to: NPDES Permit for stormwater discharges associated with construction activities. An individual NPDES Permit will be required for this site. Sanitary Sewage Facilities Planning Module. Approval from Butler County Conservation District for Soil Erosion and Sedimentation Control will be required. Design of water and sewer systems must be reviewed by and approved by the Buffalo Township Municipal Authority. A Developer's Agreement which lists the maintenance responsibilities, bonding requirements, and ownership of facilities will be required. The Developer shall provide financial surety. The Developer's Agreement will include street signs and stormwater pond fence to be installed prior to occupancy of the first home. It appears that the proposed plan is in compliance with the Joint Municipal Comprehensive Plan. There were conditions in the conditional use approval for this development. Atty. Charlton stated for the record you as a Board have until March 15 to review and make a recommendation to the Supervisors on this Plan. You do not have any scheduled or duly advertised meetings before that date. If you cannot decide tonight or you table it until March 15 and you do not decide by then, this Plan will be deemed moved onto the Supervisors without your recommendation. He asked Mr. Allen if he consents or would consent to an extension of time for review of your Phase I PRD final Plan? Mr. Allen answered I think that this has

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dragged on for so long that we should make an effort to resolve this tonight. I believe that we accomplished everything that you asked with regard to the issue of the HOP. I will give Mary Ann the check that I have for the filing fee. That leaves only the HOP. We did agree to construct the Hepler Road; I would like to continue that discussion on the HOP Application with the Supervisors and their Solicitor. I would suggest that I do agree to build the intersection as stated here; I will be very glad to talk to the Supervisors, their Engineer, and the Township Solicitor. Atty. Charlton stated I believe our Twp. Engineer would advise that we table this if we were able to table it. My advice to you is that you not table this unless you get an extension. John Allen stated other than this issue is there a good reason to table this? Atty. Charlton answered this Board's comfort level with sending this on to the Supervisors with what our Twp. Engineer concerns. They would want to table this and send the entire package on subject to meeting all of the items. Ray Smetana asked if we table this can John Allen go and talk to the Supervisors at their next meeting? Atty. Charlton answered not unless they granted an extension. We made the formal request for the extension. If we do not get that, you are going to make a decision on your recommendation. The Supervisors can take our recommendation; they will be in front of the Supervisors at that point. Ray Smetana stated the only thing I see is the problem is the timing and the conditional use agreement. That would have to be officially changed. Atty. Charlton stated that is something that the Supervisors would have to deal with. Do you as a Board feel comfortable sending this forward with the recommendation tonight or do you want more time? Grant McConnell stated if they provide us with more time, nothing is going to change. John Allen stated it sounds like we have two issues. I will meet with the Township Solicitor about the HOA. The other issue is the Hepler Road Intersection which I agreed to pay for and construct. The issue is who does the drawing and who makes the HOP Application. What is your problem with that? Atty. Charlton when we send this to the Supervisors part of review is are you complying with this letter. You have a fundamental difference of opinion with our Engineers on what that means—whether you have to provide the design so that we can apply for the Permit or whether you are just constructing the intersection. We rely on our professionals. John Allen asked the design is that somebody has to design the intersection? That is what your hang up is. Atty. Charlton stated our hang up is you saying you didn't agree to that. I read your conditional use application. You come in and make the argument and say no this is the way I feel. Now we are stuck with that decision. John Allen asked Kevin Brett if the engineering design could be in Bankson Engineer's hands a week from today? Kevin Brett answered Gateway will be doing that. Atty. Charlton stated let's take timing out of this for the moment. If timing wasn't an issue, would you vote to table this and have them go talk to the Supervisors and then come back in April? Ray Smetana answered yes; I would feel more comfortable. Atty. Charlton asked John Allen would you give a verbal extension tonight and a written extension tomorrow extending another 30 days? John Allen answered no. He commented on the preliminary design for the application and the HOP application. Kevin Brett explained the HOP Permit process. John Allen what I am trying to say is that before that money is spent here, clearly the Allen's' are going to be called upon to spend a significant amount of money when the

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subdivision intersects with 356. That is our obligation; we will have to do that. If a red light and turning lane are required, we will have to pay for them. I am suggesting expanding the turning lanes southward to Parker Road might better be spent than here. If you doubt my sincerity, I would be willing to put in escrow \$13,000 until we decide who pays. Hepler Road has been like that for a lot of years. I would really like to look at the cost benefit. Ray Smetana stated that is not our thing to worry about. John Allen stated it is where can your community be better served on 356 or there. Atty. Charlton asked John Allen about the extension; we need a yes or no answer? John Allen answered no. Atty. Charlton told the Board you are not getting an extension of time; you need to make a decision right now about how you want to pass this on to the Supervisors. You can pass it on with a recommendation that it is denied because they have not met the conditions of the Zoning Ordinance. You could pass it on with a favorable recommendation with no contingencies or you could pass it on with the contingency that they meet or address all of the Bankson Engineer comments in the February 28, 2017, letter. Those are your options at this point. Ray Smetana stated I would like to see it passed on contingent on meeting the requirements in the Feb. 28, 2017, letter from Bankson Engineers. David Ivanek stated except number 5 that is satisfied. David Ivanek explained there is a disagreement on who has to pay for the engineering and plans for the Highway Occupancy Permit. The Highway Occupancy Permit must be in the township's name. Bankson Engineer's would be filling out that application and submitting that to Penn Dot on behalf of the township. Our interpretation of the conditional use condition is the Developer and Developer's Engineer must provide us with plans that are satisfactory to Penn Dot. Atty. Charlton stated if they don't, the township will pay all of the Engineering costs through Bankson Engineers. David Ivanek stated it was our understanding that the cost was supposed to be paid for by the Developer. There is a difference of opinion here of those conditions. Ray Smetana asked David Ivanek what do you think about us passing this to the Board of Supervisors with that contingency? David Ivanek answered someone said those plans are in the works by another engineering company. I am not sure how far along those plans are. If in fact, we can receive those by next Wednesday, which I highly doubt. Penn Dot has a strict sense of requirements.

On motion of Chris Foust, seconded by John Zurisko, to make a favorable recommendation to the Board of Supervisors contingent on them addressing the Township Engineers comments in the letter dated 2/28/17. Motion Carried. Un. Approval.

**REMARKS FROM THE FLOOR**

David Michael stated I own property on Stepp Road. I have a deed that has two parcels on it. In order to eliminate subdivision, I will need to get separate deeds. Atty. Charlton stated it is nonconforming. David Michael stated that Butler County needs a consent letter from the Supervisors. I will need to go the lawyer and have it written up. Atty. Charlton stated he will need a letter from Larry

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saying that these are nonconforming lots and we don't have an issue. You need to make a formal request from the Supervisors. You need to get on their agenda for next week.

Chris Boltz stated I have property on Ekastown Road. My neighbor and I would like to do a lot line revision. The lot is nonconforming. It will be less nonconforming when we are done. I wanted to get a preliminary opinion before I start spending money. The Planning Commission told Chris Boltz to see a Surveyor/Engineer.

**ADJOURNMENT**

There being no further business, it was on motion of Grant McConnell, seconded by John Zurisko, to adjourn this meeting. Motion Carried. Un. Approval. Adjournment at 9:10 p.m.

**APPROVED:**

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**CHAIRMAN**

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**SECRETARY**