

**UPPER ALLEN TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
August 28, 2023  
7:00 P.M.**

**PC MEMBERS**

R. Wayne Willey, Chairperson  
Robert Siodlowski, Vice-Chairperson  
Amanda Parrish, Secretary  
Scott Steffan  
Barbara Roddin (absent)  
Garth Wales (absent)  
Eric Clancy

**TOWNSHIP OFFICIALS - PRESENT**

Jennifer Boyer, Comm. Dev. Director  
Scott Finkenbiner, Planning Technician

**BOARD OF COMMISSIONERS**

Ginnie M. Anderson, Commissioner  
Jeff Walter, Commissioner

**CALL TO ORDER**

Chair Willey called the Planning Commission Meeting to order at 7:03 p.m. and the Pledge of Allegiance was recited by all. Roll Call was taken by Mr. Finkenbiner. Mr. Wales, and Ms. Roddin were noted as absent.

**APPROVAL OF PLANNING COMMISSION MINUTES**

Chair Willey called for the approval of the Minutes of the July 31, 2023, Planning Commission Meeting. Secretary Parrish made a **MOTION** to approve the Minutes of the July 31, 2023, meeting. The **MOTION** was **SECONDED** by Vice-Chair Siodlowski. The motion carried unanimously (5-0).

**REVIEW OF BOARD OF COMMISSIONERS MINUTES**

Chair Willey noted the copy of the Board of Commissioners Minutes from the July 19, 2023 meeting. Chair Willey accepted these minutes.

**NEW BUSINESS**

**A. Tavern 1891 P/F LD Plan**

The plan was tabled by the applicant.

No public comment.

**OTHER BUSINESS**

**A. Consideration of zoning text amendment for Signs.**

Ms. Boyer continued the discussion from the July 31, 2023 Planning Commission (PC) meeting explaining that PennDOT had provided answers to outstanding questions and that businesses wishing to place signs facing Route 15 or the PA Turnpike would be required to apply through PennDOT, and that additional information regarding PennDOT's sign regulations is available on their website. PennDOT also suggested that business owners with questions about signage along state roads should contact them for specific answers. Additionally, state sign permits are only issued after the local municipality has approved and issued their sign permit.

Mr. Clancy asked about Chapter 445 of the Pennsylvania Code which provides standards, including criteria for size, spacing and lighting, of outdoor advertising devices. Specifically, 445.5 which describes on premise signs and states "A sign is not permitted to exceed 20 feet in length or height, or 150 square feet in area, including border and trim but excluding supports, except signs not more than 50 feet from, and advertising activities being conducted upon, the premises where the sign is located." Ms. Boyer stated that the PennDOT representative said that the applicant should contact their district for the specifics concerning signage along state roads such as US 15 and the turnpike. Discussion ensued. Mr. Clancy suggested larger signs be permitted, additional types of signs such as free-standing signs be permitted, and digital signs be permitted along Route 15 and the PA Turnpike. Several planning commission members expressed a desire to have an upper limitation on the maximum size, type and number of signs permitted. An increase from 150 square feet to 300 square feet was suggested.

Mr. Clancy reiterated a point brought up during the last meeting that having to create a drawn-to-scale map of all signs for every time a sign changes could become onerous when requesting amendments to a master sign plan. Mr. Clancy suggested updating this section of the code to allow for periodic or bi-annual review by staff. Staff reiterated that the master sign plan could allow for some flexibility with what signs are permitted, any changes to the plan that would allow for administrative review could be discussed on a case-by-case basis.

Mr. Steffan then asked why the interior signs at Messiah University are under township review. Ms. Boyer stated that signs are regulated by the township, regardless of their location. It can be difficult to fairly determine which signs may be visible from a right-of-way, since one person may see a sign while another may not. Mr. Steffan suggested that signs internal to the university's campus should not be subject to any regulations.

### Public Comments

Jamie Strong of McNees Wallace & Nurick, the representative for the developer of The Mills at Shepherdstown Crossing, requested that the commission make a favorable recommendation to the Board of Commissioners so that the master sign plan could be utilized for businesses located at the Mills at Shepherdstown Crossing. Mr. Steffan asked Mr. Strong if the changes to the sign ordinance would be sufficient for the Mills at Shepherdstown Crossing property. Mr. Strong stated that without the master sign plan, it would not be, but with the flexibility of the master sign plan it is sufficient for their needs.

Chair Willey called for a **MOTION** on the text amendment. Secretary Parrish made a **MOTION** to recommend approval of the text amendment while taking into consideration the planning commission's concerns. The **MOTION** was **SECONDED** by Mr. Steffan. The motion carried (5-0).

### **BUILDING INSPECTOR'S REPORTS**

Chair Willey noted the Building Inspector's Report for July 2023.

### **ADJOURNMENT**

There being no further business Secretary Parrish made a **MOTION** to adjourn. The **MOTION** was **SECONDED** by Mr. Steffan. The motion carried unanimously (5-0). Chair Willey adjourned the meeting at 8:01 P.M.