

**BOARD OF SUPERVISORS  
MEETING MINUTES**

**November 17, 2014**

A Regular Meeting of the New Britain Township Board of Supervisors was held on Monday, November 17, 2014 at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair John A. Bodden, Sr., Vice Chair Robert V. Cotton, Members William B. Jones, III and Helen B. Haun. Also present were Township Manager Eileen M. Bradley and Township Solicitor Peter Nelson. A. James Scanzillo was absent.

- 1. Call to Order:** Mr. Bodden called the Meeting to order.
- 2. Pledge of Allegiance:** Mr. Bodden led the Board and audience in the Pledge of Allegiance.
- 3. Announcements:** Mr. Bodden announced that the Board had met in Executive Session prior to this meeting to discuss personnel issues, land acquisition and litigation.
- 4. Public Comment on Non-Agenda Items:** There was no public comment at this time.
- 5. Approval of Minutes:**

**5.1. Minutes of November 3, 2014 Board of Supervisors' Regular Meeting:**

**MOTION: A motion was made by Mrs. Haun, seconded by Mr. Cotton, and unanimously approved, to accept the November 3, 2014 Minutes as written.**

**6. Departmental Reports:**

- 6.1. Code Department Report:** Ms. Bradley presented the Code Department Report for October 2014.
- 6.2. Police Department Report:** Chief Scafidi presented the Police Department Report for October 2014.

Mr. Bodden inquired as to where all the parking tickets were coming from. Chief Scafidi stated that they are from people parking in fire zones in shopping centers and in Highpoint.

- 6.3. Public Works Department Report:** Ms. Bradley presented the Public Works Department Report for October 2014.

**7. Consideration of Old Business:**

**7.1. Pine Valley Crossing Associates, LP. Document Execution:** Mr. Nelson stated that he had the final Developer's Agreement for Pine Valley Crossing Associates, LP that covers the whole project and will replace the current "Quick Start" Agreement, which had been executed by Pine Valley Crossing Associates. In addition, Mr. Nelson stated he had the Memorandum of Development Agreement, Stormwater Facilities Operation and Maintenance Agreement, and the Financial Security Agreement, all executed by Pine Valley. Mr. Nelson requested the Board to approve the documents and authorize the Chairman to execute all documents.

**MOTION: A motion was made by Mr. Jones, seconded by Mrs. Haun, and unanimously approved and authorize the chairman to execute, the developers agreement, memorandum of**

**development agreement, stormwater facilities operation and maintenance agreement, and the financial security agreement for Pine Valley Crossing Associates, LP.**

Additionally, Mr. Nelson presented the Board with a Declaration of Covenants, Easements, Conditions, and Restrictions with Pine Valley Crossing Associates, LP that would provide easements that allow the Township to make sure the stormwater facilities, buffers, emergency access and storm sewers are all maintained properly.

**MOTION: A motion was made by Mrs. Haun, seconded by Mr. Jones, and unanimously approved, to accept the Declaration of Covenants, Easements, Conditions, and Restrictions with Pine Valley Crossing Associates, LP.**

## **8. Consideration of New Business**

**8.1. Quad Graphics Lot Line Change Preliminary/Final Plan:** Mr. Chris Canavan of WB Homes, presented the Board with a Lot Line Plan which would increase the Township's Parcel TMP 26-005-002-001 by 10.494 acres for the West Branch Park expansion for a total lot area of approximately 22 acres. The land transfer was in conjunction with a separate application of potential re-zoning and development of an adjoining portion of 110.675 acres of land currently owned by Quad Graphics. WB Homes was requesting rezoning of the adjoining parcel from I (Industrial) Zoning to RR (Residential) Zoning to permit construction of a Planned Residential Development.

Mr. Canavan stated that he had received a review letter from Gilmore & Associates, dated October 22, 2014, and would comply with the requirements of that letter. Mr. Canavan asked the Board to grant Preliminary/Final approval of the lot line change.

**MOTION: A motion was made by Mr. Cotton, seconded by Mr. Jones, and unanimously approved, to grant Preliminary/Final approval of the Quad Graphics Lot Line Change, subject to compliance with the Gilmore & Associates review letter of October 22, 2014.**

**8.2. W.B. Homes/Colebrook Sketch Plan:** Mr. Canavan also presented the Board with a heavily engineered sketch plan for 20.9 acres of land currently owned by Quad Graphics. WB Homes proposed re-zoning of the property from I (Industrial) Zoning to RR (Residential) Zoning to permit the construction of a Planned Residential Development (PRD) consisting of 59 residential units, a mix of three-bedroom twins (24 units) and townhomes (35 units). The houses would be sold in the range of low to mid \$300,000. A new road was proposed that would align with Boulder Drive. Mr. Canavan stated that Gilmore had completed a review dated October 23, 2014, that indicated the proposed plan was feasible. Should the Board agree to a re-zoning, WB Homes would fully engineer the plan and proceed through the development process.

Mrs. Haun asked how many parking spaces per unit were provided. Mr. Canavan stated that each unit had two available spots in the driveway and one in the garage. He added that there could potentially be an auxiliary parking area for overflow parking.

Mr. Canavan requested approval of the "Proof of Concept" Plan and requested the Board authorize the Township Solicitor to draft a zoning ordinance amendment for a re-zoning of the proposed parcel.

**MOTION: A motion was made by Mr. Jones, seconded by Mrs. Haun, and unanimously approved, to accept the "Proof of Concept" Plan for WB Homes Colebrook and authorize the Township Solicitor to draft a zoning ordinance amendment for a re-zoning of the proposed parcel from I (Industrial) to RR (Residential).**

**9. Consent Agenda:** The following Consent Agenda items were presented: a Professional Services Agreement for Cingular Wireless PCS, LLC, for installation of 12 new antennae and ground cabinet at an existing tower site on TMP #26-012-41-001, with corresponding legal and engineering escrow of \$5,000.00; a Professional Services Agreement for Robert Moose for an 860 sq. ft. addition to an existing single family dwelling and a 1,463 sq. ft. addition to an existing driveway, with corresponding legal and engineering escrow of \$2,500.00; a final Escrow Release for Pine Valley Crossing Associates, LP. of \$355,361.35, leaving \$0.00 remaining.

**MOTION:** A motion was made by Mrs. Haun, seconded by Mr. Cotton, and unanimously approved, to approve the Consent Agenda items.

**10. Board of Supervisors' Comments:** Mrs. Haun stated that she and Ms. Bradley had attended the Neshaminy Greenway Opening hosted by Doylestown Township on Friday, November 7, 2014.

**11. Township Administration Comments:**

**11.1. Proposed Floodplain Management Zoning Ordinance Amendment:** Ms. Bradley requested authorization from the Board to forward a copy of the Township's proposed Floodplain Management Zoning Ordinance Amendment to the Bucks County Planning Commission and the New Britain Township Planning Commission. Ms. Bradley stated that the draft ordinance had been forwarded to FEMA and DCED for their review and reminded the Board that the Ordinance Amendment needed to be adopted by March 15, 2015.

**MOTION:** A motion was made by Mrs. Haun, seconded by Mr. Jones, and unanimously approved, to authorize the Manager to forward the proposed Floodplain Management Zoning Ordinance Amendment to the Bucks County Planning Commission and the New Britain Township Planning Commission for their review.

**11.2. Cleaning Contracts:** Ms. Bradley stated that staff had met with several different cleaning companies to obtain quotes for cleaning the Township Administration and Police Department offices once a week. It is the recommendation of the staff to accept the quote from Jan-Pro Cleaning Systems at \$340.00 a month/ \$4,080.00 a year. Jan-Pro would supply materials, labor and staff supervision; the Township would provide paper products, soap and trash liners.

**MOTION:** A motion was made by Mrs. Haun, seconded by Mr. Cotton, and unanimously carried, to accept Jan-Pro Cleaning Systems quote to clean the Township Administration and Police Department offices once a week at \$340.00 a month/ \$4,080.00 a year.

**11.3. Tax Rebate for E.R.P. New Britain Property, TMP #26-005-049-005:** Ms. Bradley stated that the Township received an Assessment Appeal Settlement Order from the Court of Common Pleas for the E.R.P. New Britain Township Property that spans seven years. The new ordered assessments range up and down, but will require a tax refund from New Britain Township of \$2,648.27.

**12. Solicitor and Engineer Comments:** Mr. Nelson stated that the Milligan property was scheduled for Sherriff's Sale on December 12, 2014 at the Bucks County Court House at 11:00 a.m.

**13. Other Business:** Ms. Benner announced that the renovations at West Branch Park had been completed and that final site inspections would take place over the next two weeks.

**14. Public Comment:** There were no comments at this time.

**15. Payment of Bills:**

**15.1. Bills List dated November 13, 2014 for \$112,056.58:**

**MOTION:** Upon motion by Mr. Jones, seconded by Mr. Cotton, the Board unanimously approved the Bills List dated November 13, 2014 for \$112,056.58.

**16. Adjournment:**

**MOTION:** There being no further business or comment, a motion was made by Mrs. Haun, seconded by Mr. Jones, and unanimously carried, to adjourn the meeting at 7:35 p.m.

**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

\_\_\_\_\_  
John A. Bodden, Sr., Chair

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Robert V. Cotton, Vice Chair

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A. James Scanzillo, Member

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Helen B. Haun, Member

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William B. Jones, III, Member

Attest: \_\_\_\_\_  
Eileen M. Bradley  
Secretary/Manager