

Warwick Township  
PLANNING COMMISSION  
Meeting Minutes  
July 13, 2022

Members Present:

Michael Riotto  
Kiel Sigafoos  
Robert Fink

Members Absent:

Kevin Madden  
Michael Italia

Others Present:

Brandy Mckeever, Director of Planning & Zoning  
Skye Sorresso, Recording Secretary  
William D. Oetinger, Township Solicitor  
Michele Fountain, Township Engineer

**I. Call to Order**

Michael Riotto called the July 13, 2022, Planning Commission meeting to order at 7:01 pm.

**II. Consider approval of the June 1, 2022, Planning Commission Meeting Minutes**

**Motion by Robert Fink to approve the June 1, 2022, Planning Commission meeting minutes without revision, seconded by Kiel Sigafoos. Motion passed unanimously.**

**III. LD 22-01: 1547-1549 Campus Drive LLC – Hilbert Preliminary Plan**

The following individuals were present on behalf of the applicant:

- Edward Hilbert, Applicant
- David Boginsky, P.E., Applicant Engineer

Ms. Mckeever provided a brief overview of the project. On June 2, 2022, the Township received a preliminary plan submission for 1547 – 1549 Campus Drive LLC in care of Edward J. Hilbert Jr. The applicant proposes to construct a 24,960 square foot H16 Flex Space building for warehousing on lots 19 and 21 of the Warwick Business Campus. The plan reviewed was prepared by Gilmore & Associates, Inc. dated May 20, 2022. The applicant received variances from the Zoning Hearing Board for an access drive, parking, and buffer.

Mr. David Boginsky, Engineer to the Applicant, thanked Ms. Mckeever for the introduction. He informed the Commission that the proposed structure contains five (5) units on the first floor, with the west half utilized by the applicant and the east half divided into the four remaining units. The proposed mezzanine area would be utilized by the applicant as office space. Ms. Fountain reminded Mr. Boginsky that each unit would need to contain at least five (5) percent office space to conform to the flex space use. Mr. Boginsky acknowledged Ms. Fountain's comment and agreed to modify the plans to clarify the proposed flex space use.

Regarding section (1), item five (5) of the CKS review letter, Mr. Hilbert clarified that the proposed outside storage area would be utilized for vehicles and have a sliding gate at the front. Mr. Hilbert noted that he plans to re-examine the proposed space prior to going before the Board of Supervisors.

Regarding section one (1), item eight (8) of the CKS review letter, Ms. Fountain and Ms. McKeever advised the applicant to review the definition of a structure and review the proposed trash enclosure accordingly.

Regarding section one (1), item ten (10) of the CKS review letter, Mr. Boginsky agreed to clarify the specifications of the proposed covered storage yard.

Regarding section two (2), item one (1) Mr. Boginsky requested a waiver to allow the project plans to remain drawn at a scale of one (1) inch to thirty (30) feet.

Regarding section two (2), item twelve (12) of the CKS review letter, the applicant requested a waiver from installation of sidewalks along the frontage of Campus Drive and agreed to pay the required fee-in-lieu. The Commission had no objections.

Mr. Boginsky also requested waivers as listed in the CKS review letter section two (2), item fourteen (14), to not require an Impact Assessment, Educational Impact Study, or Transportation Study. The Commission took no exception.

Mr. Sigafoos inquired about the turning radius for tractor trailers within the proposed lot. Mr. Boginsky clarified that a truck turning assessment had been completed and no issues were found. He added that the occasional deliveries received by the applicant would be moved into the building by forklift.

Mr. Riotto inquired about the number of spaces that would be used by the applicant's staff and business activities. Mr. Hilbert informed Mr. Riotto that six spaces would be used by employees. The majority of the applicant's workers go directly to the job sites. If all employees were to go to the proposed office at once, Mr. Hilbert said they would utilize fifteen (15) to twenty (20) spaces.

Ms. Fountain asked the applicant about the type of work completed by the applicant's business. Mr. Hilbert replied that his company primarily handles general construction at school buildings.

### ***CKS review letter dated June 30, 2022***

#### I. Zoning

1. Acknowledged
2. Will Comply
3. Will Comply
4. Will Comply
5. Will Comply
6. Will Comply
7. Will Comply
8. Acknowledged
9. Will Comply
10. Acknowledged
11. Acknowledged

#### II. SALDO

1. Waiver Requested
2. Will Comply
3. Will Comply
4. Will Comply
5. Will Comply
6. Will Comply

7. Will Comply
  8. Will Comply
  9. Will Comply
  10. Will Comply
  11. Will Comply
  12. Waiver Requested
    - a. Applicant understands waiver is contingent on payment of fee-in-lieu.
  13. Will Comply
  14. Waivers Requested:
    - a. SALDO Section 163-15-To not require an Impact Assessment.
    - b. SALDO Section 163-16-To not require an Educational Impact Study.
    - c. SALDO Section 163-17 -To not require a Transportation Impact Study.
- III. Grading, Stormwater Management/Storm Drainage and Erosion and Sedimentation Control
1. Will Comply
  2. Will Comply
  3. Will Comply
  4. Will Comply
  5. Will Comply
  6. Will Comply
  7. Will Comply
  8. Will Comply
  9. Will Comply
  10. Will Comply
  11. Will Comply
  12. Will Comply
  13. Will Comply
- IV. General
1. Acknowledged
  2. Acknowledged
  3. Will Comply

***Staff review letter dated June 30, 2022***

- I. General
  1. Acknowledged
  2. Acknowledged
  3. Acknowledged
  4. Acknowledged
- II. Zoning
  1. Will Comply
  2. Will Comply
  3. Will Comply
  4. Acknowledged
  5. Acknowledged
  6. Acknowledged
  7. Will Comply
  8. Will Comply
- III. SALDO
  1. Curbs & Sidewalks
    - a. Will Comply
    - b. Waiver Requested
    - c. Will Comply
  2. Will Comply
  3. Acknowledged
- IV. Variances/Special Exemptions Obtained

1. §195-81 – To permit the eastern access drive to be 131.11 feet from the intersection where 200 feet is required.
  2. §195-16.H(13)(C)[2][A][III] – To permit parking in the front of the eastern face of the building.
  3. §195-16.H(16)(C) – To permit 72 parking spaces where 81 are required.
  4. §195-63.D(3) – To permit a 40-foot buffer where 50 feet is required.
- V. Waivers Requested
1. §163-15 – To not require an Impact Assessment.
  2. §163-16 – To not require an Educational Impact Study.
  - §163-17 – To not require a Transportation Impact Study.

**Mr. Sigafos invited public comment. There being none, a motion was made.**

**Motion made by Kiel Sigafos to recommend preliminary plan approval for LD 22-01: 1547-1549 Campus Drive LLC, subject to compliance with the following:**

1. Compliance with the CKS Engineers Review Letter dated June 30, 2022.
2. Compliance with the Staff Review Letter dated June 30, 2022.
3. Compliance with the Bucks County Planning Commission Review Letter dated June 22, 2022
4. Waiver from CKS Engineers Review Letter Section Two (2), Item One (1) requiring plans be drawn at a scale of one-inch equals forty (40), fifty (50), or one hundred (100) feet.
5. Waiver from Staff Review Letter Section Three (3), Item One (1) B requiring the installation of sidewalks along Campus Drive.
  - a. Subject to a fee-in-lieu of calculated at seventy-five (75) percent of current construction cost will be required.
6. Granting of Waivers as requested in the CKS Engineers Review Letter Section Two (2), Item Fourteen (14):
  - a. SALDO Section 163-15-To not require an Impact Assessment.
  - b. SALDO Section 163-16-To not require an Educational Impact Study.
  - c. SALDO Section 163-17 -To not require a Transportation Impact Study.

**Seconded by Michael Riotto. Motion passed unanimously.**

**VII. Old Business**

None.

**VIII. New Business**

**IX. Adjournment**

**Motion made by Kiel Sigafos to adjourn; seconded by Robert Fink. Motion passed unanimously.**

**Meeting adjourned at 7:26 pm.**

Respectfully submitted,



Brandy Mckeever, CZO  
Director of Planning and Zoning