

**MEETING MINUTES**

**DATE:** March 15, 2010

**SUBJECT:** East Cocalico Township Transportation Impact Fee Advisory Committee

**LOCATION:** East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517

**ATTENDEES:**

NAME	COMPANY	PHONE	E-MAIL
Paul Keller	TIF Advisory Committee		
Sean Killen	TIF Advisory Committee		
David Lutz	TIF Advisory Committee		
Marcia Martin	TIF Advisory Committee		
Doug Nedimyer	TIF Advisory Committee		
May Roth	TIF Advisory Committee		
Shad Sahn	TIF Advisory Committee		
Jamie Sweigart	TIF Advisory Committee		
Lynn Weaver	TIF Advisory Committee		
Brian Wise	TIF Advisory Committee		
Mark Hiester	East Cocalico Township		
Brent Lied	Becker Engineering		
Dan Santoro	Delta Development Group, Inc.		
Matt Radinovic	Herbert, Rowland & Grubic, Inc.		
Ben Brubaker	Herbert, Rowland & Grubic, Inc.		
Christopher May	Herbert, Rowland & Grubic, Inc.		

The purpose of the meeting was to provide a background on the Transportation Impact Fee (TIF) Land Use Assumption (LUA) process and procedures, clarify the role and expectations of Advisory Committee (AC) members and to begin discussion on residential projections for growth. The following is a summary of significant comments made at this meeting:

1. A summary of the TIF process and procedures for the East Cocalico Township TIF was presented by Matt Radinovic, HRG, for Advisory Committee (AC) members that were not present at the previous meeting. A packet including all information was provided to each AC member. Extra copies for members not in attendance were left with Mark Hiester, East Cocalico Township Interim Manager.

2. Dan Santoro, Delta, gave a review of the Land Use Assumptions (LUA) process and procedures. He indicated that what the AC develops will be a best estimate for future Township growth taken from current and past trends in housing and commercial growth. This will also account for future developments that are already in Preliminary Land Development Review or have been submitted as concept/sketch plans. The LUA process will take the next 4-5 months to complete.
3. Information provided in hardcopy to each AC can also be provided via electronic file, either on CD, through e-mail, or through a ftp site as requested.
4. As the land use projections are being discussed, it is important to note that future land use projections are not required by the MPCto be consistent with the current zoning ordinance. The AC is cautioned against making projections that are inconsistent with current land use regulations, however in a case where the AC feels that is appropriate to make such an assumption documentation should be provided detailing why the projected land use was selected.
5. Draft copies of typical maps used in the process were included within the package for each AC member.
6. The intersection count location map was presented to the AC. An excel file with count locations will be sent out prior to the next meeting for clarification of count locations. It was requested that the AC review this information and offer suggestions for any additional intersections for inclusion in the study.
7. Dan reviewed the projections for residential development trends as provided by ESRI. He indicated that he has not received Lancaster County projections for the Township, but will have this information by next meeting.
8. During the review of trends it was noted that the Township has noticed a significant drop-off in housing permits starting in 2007. This appears to be a combination of economic downturn tied to the availability of public water. Currently most existing EDU's are either used or reserved. It was shared with the AC by Brent Lied that the Authority has identified well sites and system upgrades that will be required, however they will not move forward on the projects until a certain commitment from the development community has been received. The commitment level was determined to be 800 reserved EDUs and the current commitment level is approximately 500 reserved EDUs. Once adequate level of commitment is received it will take approximately 18 months to get the system in place.
9. Review of the past trends of residential growth in the Township indicates minimal multifamily growth. Discussion at future AC meetings will be required to determine if this trend is expected to continue.
10. Current projections based on past Township trends indicated a 0.8%/year growth in residential, however if years 2007 and beyond are removed the growth trend is over 1%/year. Discussion in the group indicated a more reasonable growth projection may have the first 3-5 years with sluggish growth due to water availability and economic recovery with growth picking up thereafter for the remaining 15 years of projections. Review of 2010 building permits project the year to have between 10-15 building permits issued.

11. Items that will be discussed at next months meeting are as follows:

- A. Selection of Chair and Vice-Chair
- B. Dan will provide a couple revise growth scenarios for residential growth for discussion
- C. Information pertaining to conserved farmland, mapping of the growth boundary, and Lancaster County projections for growth will be obtained for discussion.
- D. The excluded areas map will be refined for discussion.

We believe these minutes accurately reflect the items discussed at the subject meeting. If there are any revisions or corrections to these minutes, please contact the undersigned within ten (10) days of receipt of these minutes. If no revisions or corrections are requested, the minutes will stand approved as submitted.

Respectfully submitted,

**Herbert, Rowland & Grubic, Inc.**



Christopher W. May, P.E., PTOE

MJR/CWM/aw

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c: All Attendees