

**KINGSTON TOWNSHIP ZONING COMMISSION  
MEETING MINUTES**

**APPROVED: January 20, 2010 As Amended**

**DATE:** November 18, 2009  
**LOCATION:** Kingston Township Hall  
**TIME CALLED TO ORDER:** 7:02 PM by Chairman Harsany

<b>MEMBERS PRESENT:</b>	<b>(CHECK ONE)</b>		
<b>BURRELL</b>	<b>YES</b>	<b>NO</b>	<b>X</b>
<b>GROVE</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>STEINHOFF</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>HARSANY</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>DEAVERS</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>FILBERT</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>TALBOTT</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>STITES</b>	<b>YES</b>	<b>X</b>	<b>NO</b>

**PUBLIC INPUT/COMMENT:** None Present

**APPROVAL OF MINUTES:**

Member Grove made a motion to approve the October 21, 2009 Meeting Minutes. The motion was seconded by Alternate Filbert (voting status during meeting), and was unanimously approved.

**OLD BUSINESS:**

Delaware County Regional Planning Executive Director Scott Sanders was present to continue discussions regarding the Zoning Resolution Text Amendment process. To begin, Secretary Stites pointed out that items to be discussed during the meeting were detailed in the Meeting Agenda distributed in advance of the meeting and referenced as *Item 1*. He indicated that Member meeting packets contained the following information:

- A copy of the Harlem Township Residential Driveway Marking System referenced as *Item 2*.
- A copy of Residential Driveway Marking System text amendment recommendations previously submitted by Chief Mike Thompson, Porter Kingston Fire District, referenced as *Item 3*.
- A copy of Article XXI (21) with approved amendments to date referenced as *Item 4*. Stites pointed out that any changes considered by Members would be located in Section 21.03.
- A copy of Outdoor Lighting Standards prepared by previous Kingston Township Zoning Inspector LaValle, similar standards adopted by the Village of Galena, and several e-mails regarding digital signs referenced as *Item 5*.
- A copy of Section 20.11, Lighting Standards referenced as *Item 6*. Stites indicated that Executive Director Sanders had been previously asked to amend this section exempting both FR-1 and A-1 Districts; however, these changes had not been made in the copy received.

Discussions then focus upon the Driveway Safety Marking System text amendments. Members felt that:

- Based on the number of existing green address reflective signs and the need to grandfather them to avoid new expense for residents, the multiple color sign requirement would be very confusing and would be viewed by residents as “over-kill”.
- With today’s technology and computer information available to the 911 Call Center, firefighters responding to a fire or emergency should have driveway length available to them.
- The existing Delaware County Common Access Drive (CAD) code already requires a reflective sign that displays all addresses served by the CAD.

At the end of the discussion, Members agreed that no text amendments would be made to implement the marking system in the Kingston Township Zoning Resolution.

Members did however revisit Section 21.03, Permanent Site Street Address Signs. The asked Executive Director Sanders to make the following text amendments:

- Add the word “new” between “each” and “principle” on the third line of the introductory paragraph.
- Add additional language to “A” as follows: ‘If no mail box exists at the end of the driveway then an address sign shall be placed on a post adjacent to the driveway.’
- Members were to confirm the size of the existing green address signs to ensure consistency with “B”. **Amended: Size was confirmed by Member Harsany to be 6”X18” consistent w/text.**
- Add additional language at the beginning of “G” as follows: ‘If no mail box exists at the end of the driveway,’
- Executive Director Sanders was asked to add language regarding the County requirement for posting addresses served by CADs.
- The Zoning Office was asked to notify Chief Thompson of the decision regarding driveway markings.

Regarding the addition of Outdoor Lighting Standards to Article XX (20), Section 20.11, Lighting Regulations, Members felt that the proposed standards far exceed existing or anticipated future needs, and agreed that they would not be adopted. Members did however revisit Section 20.11, Lighting Regulations. They asked Executive Director Sanders to make the following text amendments:

- In “A”, change the word “shall” to “may” in the second sentence.
- Add language to “B” after “Specific Requirements” as follows: ‘Except Farm Residence (FR-1) and Agricultural Preservation (A-1) Districts’.
- Strike “within all zoning districts” from “B-3”.

Members then turned their attention to Section 21.04, Permitted Signs, No Permit Required. Executive Director Sanders was asked to add “L” as follows: Personal Item Sale Signs: Residents may place a vehicle, trailer or equipment owned by them on their property adjacent to the roadway (not in the roadway right-of-way) and post one “for sale” sign in, on or immediately adjacent to the item. At any one time, no more than two items may be advertised for sale, and residents are limited to the sale of four items total per calendar year.

Members then discussed the need for additional language in Section 21.06, Prohibited Signs regarding digital signs; generally defined as billboard, building or window signs that display a flashing, moving or animated message. While the issue will require further discussion in the future especially in Commercial Districts, no action was taken to amend text in the section as Members felt the existing text prohibits such signs.

Regarding text amendments to define, clarify or regulate “Mother-In-Law Suites”, Members felt that the existing Zoning Resolution provided adequate text language for a resident to be able to construct additional living space to a single family dwelling to accommodate a relative. Regardless of addition amenities including bedroom, bathroom or kitchen, the key to Members was the fact that the code would require the addition to be attached rather than detached and size of the addition would be regulated by existing language. Member Deavers commented that overall cultural changes are occurring throughout the United States that are starting to change the definition of a family unit, and could potentially result in the overturning of zoning regulations in the future.

Based the length of time taken to discuss the topics above, Members agreed to close the text amendment discussions for the evening. Members reviewed the Tentative Text Amendment Revision Schedule referenced as *Item 7* with Executive Director Sanders, and concluded that he would begin work on articles pertaining to districts starting with Article VII in preparation for the December 16, 2009 Meeting. Several revised articles would be distributed in advance of the meeting for Member preparation.

#### **ZONING REPORT:**

Zoning Inspector Talbott discussed the October 2009 Zoning Report to the Trustees referenced as *Item 8* and advised Members that a copy of the Delaware County Sewer Master Plan and the 2009 County Demographic Information produced by the Delaware County Regional Planning Office were available for their review at the Zoning Office. Zoning Inspector Talbott informed Members that he, Steve Volpe (BZA), Tom Filbert (KZC), and Jim Grove (KZC) had attend Township Training hosted by the Delaware County Prosecutor’s Office on October 24, 2009. He reported that Prosecutor Yost talked about Public Records informing participants that records involving legal defenses, law suits, trial preparation and prosecutor legal opinions are exempt, and should not be discussed publically. Assistant Prosecutor Betts discussed township competitive bidding requirements and Assistant Prosecutor Rohrer discussed zoning issues including zoning commissions and boards of zoning appeal items. He indicated that each participant was provided a supplement to be added to the Township Officials Manual distributed in 2008.

#### **MEDIA ARTICLES:**

One informational news articles was distributed including:

- Zoning For Religious Institutions, Planning Commissioners Journal, Fall 2009 referenced as *Item 9*.

**NEW BUSINESS: None**

**FOLLOW UP ITEMS:**

Discuss Preamble at a later date.

**ADJOURNMENT:**

Member Steinhoff made a motion for adjournment. The motion was seconded by Member Grove, and was unanimously approved.

**TIME: 9:25 PM**

**SUBMITTED BY:**

Recorded and submitted by Dave Stites, Zoning Secretary.

KZC Minutes 11-18-09