

HARRIS TOWNSHIP

224 East Main Street
Boalsburg, PA 16827

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PLANNING COMMISSION

Hybrid Meeting
November 17, 2025
7:00 PM

GENERAL MEETING INFORMATION

Remote Participants	To attend via Zoom, click the link below to register and obtain a link: https://us02web.zoom.us/meeting/register/4rzhPP7DSSeHQbtZhOAeZQ
In-Person Participants	Harris Township Office – Meeting Room 224 East Main Street Boalsburg, PA 16827
Meeting Contact: Deb Lang - email: secretary@harristownship.org 1 814-466-6228	

- We ask that participants that are attending remotely remain muted with their video turned off unless recognized to speak. To reduce audio interference, please remain off of speakerphone during the meeting.
- **PUBLIC COMMENT GUIDELINES:** Members of the public may comment on any items not already on the agenda (five minutes per person). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Written public comments or requests to speak to items, not on the agenda, and requests to comment on specific agenda items listed on the agenda, may be submitted in advance by emailing manager@harristownship.org.



HARRIS TOWNSHIP PLANNING COMMISSION

November 17, 2025 – 7:00 P.M.

Agenda

www.harristownship.org

1. CALL TO ORDER:

2. APPROVAL OF MINUTES:

Move to approve the minutes of the September 15, 2025 meeting.

3. PUBLIC COMMENT:

Members of the public are invited to comment on any items not on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred until appropriate points in the meeting.

4. PLANNING COMMISSION BUSINESS:

a. APPOINTMENT OF A NOMINATING COMMITTEE:

The Planning Commission's bylaws state that a nominating committee to select officers for the next year will be named by the chairperson. The Committee will present a slate of nominees for chairperson and vice-chairperson at the next regular monthly meeting.

Chair Baker should appoint a Nominating Committee and ask them to report back in December. If the Planning Commission does not meet in December, they can report back at the January Meeting.

Recommendation: Discussion Item.

b. PLANNING COMMISSION RESIGNATION:

Peter Irish resigned his position as a member of the Planning Commission. The Board of Supervisors will consider appointment of a new member at their organization meeting in January.

c. VILLAGE AND VILLAGE RESIDENTIAL ZONING DISTRICT DISCUSSION:

Over the past two years, the Harris Township Planning Commission has conducted a comprehensive review of zoning regulations for the Village of Boalsburg and surrounding neighborhoods. This work was guided by the Boalsburg Small Area Plan and recommendations from the ad-hoc Village Parking Committee, and included parcel-level analysis, public input, and coordination with Township staff.

The Board of Supervisors reviewed Planning Commission's recommendations at the September 24, 2025, meeting and expressed their support of the proposal. As such, the staff have drafted amendments for consideration by the Planning Commission. Provided in the

agenda are amendments to establish a new Village Residential (VR) zoning district and updating the existing Village (V) district, along with related parking regulation reforms. These changes are intended to preserve Boalsburg's historic neighborhood character, support reinvestment, and small businesses in the core Village, while modernizing zoning standards to better reflect existing conditions.

Staff recommend the Planning Commission review and ask questions of the provided materials.

Recommendation: Discussion Item.

d. PLANNING COMMISSION BYLAWS:

Staff have researched local planning commission bylaws documents as well as key points that should exist in modern bylaws for Pennsylvania planning commissions. The following are recommendations for inclusion in new bylaws for the Harris Township Planning Commission – it is recommended that the existing document be fully replaced by a new version.

- Alignment with the authorization and powers/duties as outlined in the Municipalities Planning Code.
- Advisory and administrative duties, including advisory role to the Board of Supervisors, procedures for providing recommendations pertaining to zoning and SALDO ordinances and amendments, and responsibilities in comprehensive plan review and recommendations.
- Meeting procedures, including schedule of regular meetings and procedures, establishment of a quorum, order of business (through agenda preparation), process for public hearings (optional – the Harris Township PC doesn't typically hold public hearings).
- Officers and members, including process for electing chair and vice chair, role and duties of the Secretary, responsibilities of officers and members, terms of office of members, and the addition of language addressing PC alternate members.
- Parliamentary authority including the rules of procedure governing meetings (Robert's Rules of Order) with citation of the specific edition, as amended, of the parliamentary authority adopted.
- Administrative support, such as establishing the Township Engineer(s), the Township Traffic Engineer, and the Township Solicitor(s) as advisory to the planning commission.
- Conflict of interest provisions and procedures among planning commission members.
- Amendment procedures and intervals for the PC bylaws.
- Requirement to provide an annual report on Planning Commission activities to the Board of Supervisors.
- Intergovernmental cooperation, describing involvement in a joint comprehensive plan and/or intermunicipal agreements.
- Compliance with the Pennsylvania Sunshine Act requirements.

There may be other areas the bylaws can include and PC members should present such ideas during this discussion. If the Commission can come to consensus regarding the recommended contents of a new bylaws document, staff can prepare a draft for review at a future meeting.

Recommendation: Discussion Item.

e. 2026 WORK PROGRAM:

The Planning Commission began discussing the 2026 Work Program at the September meeting. The work program will be discussed with the Board of Supervisors at a joint meeting in January. As was previously noted, the 2026 work program should consider the limited amount of professional planning services that will be available to the Township in 2026.

Staff recommends the following items be considered for the 2026 Work Program:

- Village and Village Residential Zoning Districts – This includes development of zoning district regulations for the Village Residential District, amended Village district regulations, and supplemental regulations. Public outreach, including open houses, should also occur in 2026.
- Various Amendments to the SALDO and Zoning Ordinances – The Commission recommended comprehensive technical and grammatical corrections to these two ordinances in 2025, which were adopted by the Board of Supervisors. During the review process, the Commission noted that several sections should be reviewed and potentially amended.
- Review of the Residential Zoning Districts – The Commission recently forwarded recommendations to the Board of Supervisors in relation to the Fair Housing Act. The Board of Supervisors will consider these draft amendments at a future meeting. The Commission may be asked to consider additional amendments by the Board of Supervisors.
- Review of the Remaining Zoning Districts – This includes review of the Cultural, Residential Office, General Commercial, and General Industrial Zoning Districts. There has been no activity related to this item.
- Update to Bylaws – The Commission will prepare updated bylaws that provide an operational framework for the commission's internal functions.
- Continuing Education Presentations – As time allows, the Planning Commission will invite professionals to their meetings to provide in depth information on stormwater management, alternative wastewater technologies, wastewater treatment and the role that UAJA plays, and water treatment and the availability of water in the Township.

The Commission should provide input on proposed work plan items for 2026, and any other items that should be added.

Recommendation: Discussion Item.

f. AGENDA FOR DECEMBER:

The Planning Commission should discuss what items to include on its December agenda.

5. REPORTS:

Zoning Permits:

Permits will be circulated for review.

CRPC: Mr. Duerr will report to the PC members.
CCMPO Technical Committee: Ms. Johnson will report to the PC members.
Spring Creek Watershed Commission: Mr. Igo will report to the PC members.

6. RECENT ACTIONS BY THE BOARD OF SUPERVISORS:

At their October 13th meeting, the Board of Supervisors conditionally approved the Mount Nittany Health Minor Land Development and Lot Consolidation Plan and the Lingle South Minor Subdivision Plan. They also approved amendments to the sign ordinance, that had been discussed by the Commission earlier this year.

At their November 10th meeting, the Board approved Ordinance No. 379, repealing the Corridor Overlay District standards and establishing comprehensive landscaping requirements. They also approved Ordinance No. 381, which amended the zoning ordinance to define, regulate, and permit short-term rentals.

7. STATUS OF LAND DEVELOPMENT/SUBDIVISION PLANS UNDER REVIEW:

The following plans are currently being reviewed by the Township. If members of the Commission have questions about any of these projects or would like to view the plans, please let Staff know.

- **Rockey Ridge Section 6 Preliminary Subdivision Plan** – Includes 15 building lots on the northeast side of the existing Rocky Ridge development. This plan will have to be reviewed by the Planning Commission prior to consideration by the Board of Supervisors.
- **Aikens Campground Site Plan** - Staff are currently reviewing a site plan for the Aikens property adjacent to Bear Meadows Road. The site plan is the precursor to a change-in-use zoning permit application that will be submitted to the Township to change the use of the property from recreational cabins to campground. The Board of Supervisors recently approved a minor subdivision plan that added a small amount of land to the property to bring it to the 10-acre size, the minimum lot area for campground use. The site plan, since the property is located within the Natural Areas zoning district, must be reviewed by the Planning Commission, so the plan will be included on a future PC agenda.

8. ADJOURNMENT