

MINUTES

COLLIER TOWNSHIP PLANNING COMMISSION MUNICIPAL BUILDING May 16, 2019 7:00 P.M. Regular Meeting

I. CALL TO ORDER:

Chairman Vaughn called the meeting to order at 7:00 p.m.

ROLL CALL:

BOARD

Tom Chidlow, Absent
Mike Ahwesh, Present
Doug Price, Present
Kevin Vaughn, Present
Tyler Lonchar, Present

STAFF

Bob Caun, Present
Janet Wank, Present
Kevin Brett, LSSE - Present

II. APPROVAL OF MINUTES

Motion was made by Mr. Ahwesh, second by Mr. Price, and carried unanimously to approve the Minutes of the February 21, 2019 meeting.

III. PUBLIC

No Comments

IV. BUSINESS

Cluster Mailbox Discussion

Bob Caun stated new developments will no longer have individual mailboxes because the USPS now requires cluster mailboxes in these areas. Cluster or gang boxes are a grouping of mailboxes in one area instead of individual mailboxes at each residence. Mr. Caun noted that many developments are having issues placing them because of ADA requirements, lighting and safety. Collier Township does not currently have a detail to direct developers how to do this and leaving it to the developer to decide location may cause issues with parking or winter maintenance. Kevin Brett of Lennon, Smith, Souleret Engineering put together three options for cluster mailboxes for the Planning Commission to consider. USPS requirements regarding these boxes are extensive with the main requirement being that there must be a 2% maximum slope area where the boxes are located for the residents to get their mail. Mr. Brett discussed the three options he suggests for cluster boxes.

Mr. Caun stated that the SALDO will be amended to include the detail for cluster boxes and a detail will be created to explain what the Township requires and will be part of the standard details. The amendment will require a public hearing.

Items for the Planning Commission to consider are parking location, number of parking spaces per cluster, lighting, roof overhang, ADA access and trash receptacles. Some stipulations to

consider would be an accessible route and size of parking spaces. Mr. Brett suggested that the size of parking spaces be 10'x24'. These areas would be maintained by HOA's and will need USPS approval.

Mr. Caun stated that this should be handled quickly as the Township would want to provide all new developments with the details.

V. ADJOURN

*Motion by Mr. Price, second by Mr. Lonchar, to adjourn meeting at 7:43 pm. All in favor.
Meeting adjourned.*

Kevin Vaughn, Chairman

Tyler Lonchar, Secretary