

Manor Township Planning Commission Minutes

Monday, February 8, 2016

Time: 7:00 P.M.

The Manor Township Planning Commission met on Monday, February 8, 2016 at 7:00 p.m. in the Manor Township Municipal Building located at 950 West Fairway Drive, Lancaster, PA 17603. Chairman Jay Provanzo led those in attendance in the Pledge of Allegiance to the Flag.

Members Present: Jay Provanzo, Pamela Shellenberger, Don Witmer, Keith Hoover, Jim Henke and Don Mann

Member Absent: Mark Harman

Visitors: Leslie Osborne, 109 Oak Rd., Conestoga

Public Comment

Leslie Osborne, 109 Oak Road, stated at two Supervisors Meetings in 2015 residents asked the Supervisors to discuss their stance on the LCSWMA Permit Application for the Frey Farm Landfill vertical expansion and increased tonnage request. The Supervisors declined the request. Ms. Osborne stated the Supervisors met two at a time and relayed their discussions to Mr. Strohecker. Ms. Osborne stated the Supervisors intentionally made a run around the Sunshine Act to avoid taking a public stand ahead of the DEP Hearings. Ms. Osborne shared a packet of information with the Planning Commission members that had to do with the Host Fee.

Appointment by Board of Supervisors

Ms. Shellenberger was appointed for another term by the Board of Supervisors.

Re-organization

Mr. Henke made a motion that the Chairmanship, Vice Chairmanship and Secretary remain in its present capacity. Mr. Mann seconded the motion and the motion carried unanimously. The Chairman is Jay Provanzo, the Vice Chairman is Pam Shellenberger, and the Secretary is Don Mann.

Set Meeting Dates - Mr. Henke made a motion to continue using the meeting date as the second Monday at 7:00 p.m. except October when it will be the second Tuesday of each month. Ms. Shellenberger seconded the motion and the motion carried unanimously.

Approve Minutes from November 9, 2015

Ms. Shellenberger noted a correction on Page 9, first paragraph, fourth line should state A thru D. Ms. Shellenberger made a motion to approve the November 9, 2015 minutes with the correction. Mr. Witmer seconded the motion and the motion carried unanimously.

New Business

Manor Township Subdivision and Land Development Ordinance – Mr. Provanzo stated the edits were provided for the Subdivision and Land Development Ordinance. Mr. Ebersole noted the changes that were made since the last time the Planning Commission had looked at it. Ms. Shellenberger noted the definition referring to townhouse units when located on individual lots they would have a front, side and rear yard. The internal units will not have any side yard. Ms. Shellenberger stated that definition needs to be cleaned up in both ordinances. Ms. Shellenberger stated on the Edit Sheet 502.12.5 should have the letter “B” included. Mr. Ebersole stated also Section 502.14.F.11 should be “G”. Mr. Ebersole stated Section 502.14.H.3 there is an edit there for some text arrangement. Mr. Ebersole stated he talked with Mr. Harris today regarding the Appendices A-39 thru 41 and Mr. Harris added a

note to those which is Note #6 in the Appendices. Mr. Provanzo noticed there was a link for the Standards for Treatment of Historic Properties that when clicked it was not linked to anything. Mr. Ebersole advised that can be corrected. Ms. Shellenberger stated there was a change to Section 509.5.B.2 regarding spacing of street trees in the book but was not in the list of edits.

Ms. Shellenberger made a motion that the revisions to the Subdivision Ordinance be adopted subject to making the minor corrections that were discussed this evening. Mr. Mann seconded the motion and the motion carried unanimously. Mr. Caldwell verified his notes were correct stating they wanted to address the side yard issue for interior townhomes, double check that certain definitions in the Subdivision Ordinance and the proposed Zoning Ordinance match, Article 4 link and the note in the Appendices.

Flood Plain Amendment for Zoning Ordinance – Mr. Ebersole stated they are asking for a recommendation tonight as they must have this done by April 6. DCED has a copy of the Ordinance and Manor Township is waiting for them to respond. Mr. Ebersole stated this needs to be adopted in March to allow for any edits or comments that FEMA has to the document. Mr. Ebersole stated the County responded and there were no comments. Ms. Shellenberger stated LUAB made the decision they do not need to see these because it is a mandate and must comply with the model ordinance. Mr. Caldwell stated one change was made. They raised the flood proof elevation from one foot to two feet as it was cost saving. Mr. Mann made a motion to adopt the Section 211 Floodplain Zone in the Manor Township Zoning Ordinance. Mr. Hoover seconded the motion. Mr. Ebersole requested they add in the motion if DCED comes back with any changes that will help comply they can incorporate those into the Ordinance. The motion was amended and carried unanimously.

Other Business

Mr. Ebersole stated the Supervisors met Monday of last week and discussed the Historic Mills Ordinance that was before the Planning Commission in November. The Supervisors are looking at possibly changing that Ordinance and they asked that the Planning Commission provide their feedback at their March Meeting regarding the current Historic Mill Ordinance. Mr. Ebersole provided a copy of the Supervisors Minutes with their comments highlighted regarding the Ordinance. The Supervisors asked that the Planning Commission be made aware of their comments. There was a question as to how the applicant would be affected if there is changes made to the Historic Mill Ordinance. Mr. Ebersole explained after the comments are back he would reach out to them and let them know what is being looked at. There have been no applications for mill buildings so people who were impacted by the Ordinance that was adopted could be impacted again. If a plan were put together and application made under the current Ordinance, they would not be affected by changes. Mr. Ebersole stated comments received from Rettew, Tom Goodman and the Planning Commission all basically brought up the same points so those comments are still out there in e-mails, minutes and letters. They are available for the Planning Commission if they want to see them again or use them as part of their discussion. Ms. Shellenberger asked if they were looking to incorporate any changes into the complete update not to run through a separate amendment process. Mr. Ebersole advised that is why the Zoning Ordinance has not been adopted. One reason was the Floodplain requirements put them back a few months and then this issue. Instead of amending, they are hoping to adopt the new Zoning Ordinance which includes these comments as well.

Mr. Provanzo stated they had a work session on February 4th with the Supervisors discussing several things. One item that was brought up was in the previous Zoning Ordinance the Planning Commission had requested looking at plans for special exceptions. Mr. Provanzo would like the Planning Commission to think about the special exceptions and what cases they would like to see. Mr. Henke believes it will be difficult to qualify as to when it would come before them. His opinion is that all uses

listed as a special exception should be reviewed by the Planning Commission so it is clean. Ms. Shellenberger would like to see them just as an awareness even if they do not want Planning Commission comments. There was discussion on the timeline for a Zoning Hearing Board submission and if not all plans come through Planning Commission how will a determination be made as to what plans they would see. The Planning Commission will continue this discussion at their next meeting.

Correspondence

Mr. Provanzo advised they received information from PSATS regarding their Annual Conference being held April 17 thru 20. Mr. Ebersole asked that anyone interested in going contact Mr. Strohecker.

Manor Township Planning Commission Annual Report – The Planning Commission acknowledged receipt of the Annual Report.

Mr. Mann advised the only correspondence was from the LCPC regarding the Floodplain Zone review.

There was some questions and discussions regarding when the minutes are posted on the web site.

There being no further business the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Don Mann
Secretary

Recording Secretary
Evelyn Rineer