

Planning Commission Meeting Minutes

Monday, February 10, 2020

7:00 p.m.

Chairman Jay Provanzo called the meeting to order in the Manor Township Municipal Building located at 950 West Fairway Drive, Lancaster, Pennsylvania on Monday, February 10, 2020 at 7:00 p.m. Mr. Provanzo led those in attendance in the Pledge of Allegiance to the Flag and introduced the Board.

Members Present: Don Mann, Mark Harman, Jay Provanzo, Pamela Shellenberger, Keith Hoover, James Henke and Martin Peak

Members Absent: None

Staff Present: Nate Taggart and Michelle Smith

Visitors Present: See attached Sign-In Sheet

Public Comment - There was no public comment

Approve the Meeting Minutes from January 13, 2020 – Chairman Provanzo entertained a motion to approve the January 13, 2020 minutes as they have been submitted. Mark Harman so motioned, Keith Hoover seconded and James Henke abstained. The motion carried with six approving and one abstaining.

Old Business

20-001 – Final Subdivision and Land Development Plan for Steve & Karen Herman located at 80 Charlestown Rd – The applicant is proposing to subdivide one 2-acre lot off of the existing 10.403 acre parent tract to be developed with a single family residence. The property is zoned Agricultural.

The applicant is requesting modifications to the following sections: 388-42.L.(2) (Sidewalks) and 388-42.M.(1) (Street Lighting).

There were no representatives here to present information on this plan. Pamela Shellenberger made a motion to table the plan to the March 9, 2020 meeting. Don Mann seconded and the motion carried unanimously.

20-003 – Final Minor Subdivision Plan for Manor BIC Church located at 530 Central Manor Rd – The applicant is proposing to subdivide off two lots from the existing 25.343 acre property. Proposed lot 1 will create a lot for the existing single-family detached dwelling and related improvements. Proposed lot 2 will be suitable for the future construction of a single-family detached dwelling. The property is zoned Agricultural.

The applicant is requesting modifications to the following sections: 388-19.A (Plan Scale) and 388-49.E (Street Trees).

Adam Westgate with DM/A representing Manor BIC Church gave a recap of the information that was presented at the last meeting. The two lots will have frontage along Manor Church Road. The

applicant's attorney has found that the property currently has five subdivision rights. They have received the second review letter from Rettew last Friday and there are very few remaining comments. The Township Engineer formally recommended approval of the two modification requests. Mr. Westgate requested the Planning Commission recommend approval of the plan and the two modification requests to the Board of Supervisors.

Jay Provanzo asked if the financial security was tied to the building permit or the plan recording. Melissa Kelly responded by stating that it will be tied to the plan because they will be grading within the Township right-of-way. Adam Westgate confirmed that there will not be any grading completed in the near future.

Pamela Shellenberger made a motion that requested modifications to sections 388-19.A (Plan Scale) and 388-49.E (Street Trees) be recommended to the Board of Supervisors for Approval for the Manor BIC Subdivision Plan. Mark Harmon seconded and the motion carried unanimously.

Mark Harmon made a recommendation to approve the plan provided that the February 7, 2020 review letter from Rettew is satisfied. Martin Peak seconded and the motion carried unanimously.

New Business

20-004 – Preliminary/Final Minor Subdivision Plan for Sensenig Property located at 363 Hershey Mill Rd
– The applicant is proposing to subdivide one lot from the existing 6.6041 acre property. The previous dedication of Hershey Mill Rd divided the existing property into two separate areas. The purpose of this is to subdivide these two areas and to create one lot of 5.6284 acres and one lot of 0.9757 acres. No additional improvements are proposed for either lot. The property is zoned Low Density Residential and High Density Residential.

The applicant is requesting modifications to the following sections: 388-39 (Wetlands Study), 388-42.K (Curbing), 388-42.L (Sidewalks) and 388-49.E (Street Trees).

Mitch Kemp with RGS Associates representing Daryl and Mary Lou Sensenig made a presentation of the subdivision plan. Years ago, the Sensenig's offered and dedicated right-of-way for the construction of Hershey Mill Road through their property. This resulted in the bi-section of their property creating two parcels. The purpose of this subdivision plan is to formally create two lots. There are no improvements, no right-of-way dedications, or development being proposed at this time.

The Planning Commission discussed the need for notes on the plan, so that when development occurs the improvements are addressed. Melissa Kelly explained Rettew's recommendation. When the request was submitted, a waiver was requested for curbing, sidewalks and street trees for both lots. Rettew recommended that this waiver be approved for lot 1, but denied for lot 2. It makes sense to continue the curbs, sidewalks and street trees on lot 2 when development takes place as there is heavy foot traffic through this parcel of land.

James Henke made a motion that the Sensenig property be moved from a briefing item to an action item. Pamela Shellenberger seconded and the motion carried unanimously.

Looking at the Rettew letter dated February 6, 2020, James Henke made a recommendation that the Sensenig property modifications be recommended for approval subject to the applicant resubmitting a

cover letter that will defer the modifications to lot 2 instead of the denial as outlined in Rettew's letter. The waivers being discussed include 388-42.K (Curbing), 388-42.L. (Sidewalks) and 388-49.E (Street Trees). They will be deferred until a stormwater management plan, land development plan or building permit come before the Township. Additionally, the applicant will include a deferral for 388-42.M.(2A) (Lighting). The recommendations for lot 1 will stand as is. Martin Peak seconded and the motion carried unanimously.

James Henke made a recommendation that the Sensenig property be conditioned for approval based upon the Rettew letter dated February 6, 2020 with the applicant satisfying the comments in accordance with letter. Martin Peak seconded and the motion carried unanimously.

Other Business – There was none.

Correspondence – There was none.

With no further business to discuss Mr. Provanzo entertained a motion to adjourn the meeting. Pamela Shellenberger so motioned, Keith Hoover seconded, and the motion carried unanimously. The meeting adjourned at 7:36 p.m.

Respectfully Submitted,

Don Mann
Secretary

Recording Secretary
Michelle Smith