

Planning Commission Meeting Minutes

Monday, April 13, 2020

7:05 p.m.

Due to COVID-19 and social distancing recommendations, this meeting is being held virtually via Skype and hosted by Melissa Kelly with Rettew.

Chairman Jay Provanzo called the meeting to order on Monday, April 13, 2020 at 7:05 p.m. Mr. Provanzo led those in attendance in the Pledge of Allegiance to the Flag and introduced the Board.

Members Present: Mark Harman, Jay Provanzo, Pamela Shellenberger, Keith Hoover, and Martin Peak
Members Absent: Don Mann & Jim Henke
Staff Present: Nate Taggart and Melissa Kelly (Rettew)
Visitors Present: Tim Trostle (Strausser Surveying & Engineering)
Karen Herman (80 Charlestown Rd)
Laura Proctor (LCPC)

Public Comment - There was no public comment

Approve the Meeting Minutes from February 10, 2020 – Chairman Provanzo entertained a motion to approve the February 10, 2020 minutes as they have been submitted. Martin Peak so motioned and Pam Shellenberger seconded. The motion carried unanimously.

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 - DEFERRAL), 388-42.K.(1) (Curbing), 388-27.K (Landscape Plan), and 388-38 (Water Service Feasibility Report).

Tim Trostle with Strausser Surveying & Engineering was present to represent Steve & Karen Herman. Mr. Trostle presented a brief explanation of the project. This plan was previously before the Planning Commission in January 2020. Since the January meeting, all of the comments from the Township Engineer have been satisfied with the exception of a few minor housekeeping items.

The applicant originally requested a waiver of the curbing requirement. The Township Engineer recommends denying the waiver but granted a deferral of the curbing instead. This change was acknowledged by Mr. Trostle and Mrs. Herman.

Jay Provanzo asked if the financial security was tied to a building permit or the plan recording. Melissa Kelly and Nate Taggart responded by stating that it will be tied to the plan recording. Mrs. Herman acknowledged that she is aware of when the financial security will be due.

Mr. Trostle requested that the Planning Commission take action on the plan tonight and recommend to the Board of Supervisors that they approve the waivers and deferrals as discussed as well as the subdivision and land development plan.

Laura Proctor from the LCPC had no additional comments. She stated that the County is in agreement of the Commission's decision to recommend deferral of the curbing and sidewalk requirements instead of granting a modification waiver.

Pamela Shellenberger made a motion to the Board of Supervisors that the requested modifications to sections 388-42.L.(2) (Sidewalks) and 388-42.K.(1) (Curbing) be deferred until a later date when and if the Township deems these elements necessary. She also recommended to the Board of Supervisors for Approval of the modification requests for 388-27.K (Landscape Plan) and 388-38 (Water Service Feasibility Report). Martin Peak seconded and the motion carried unanimously.

Martin Peak made a recommendation to approve the plan provided that the April 2, 2020 review letter from Rettew is satisfied. Keith Hoover 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, Martin Peak seconded, and the motion carried unanimously. The meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Don Mann
Secretary

Recording Secretary
Nate Taggart