

## Planning Commission Meeting Minutes

Monday, June 8, 2020

7:05 p.m.

*Due to COVID-19 and social distancing recommendations, this meeting is being held virtually via Zoom and hosted by Nate Taggart, Manor Township Zoning Officer.*

Chairman Jay Provanzo called the meeting to order on Monday, June 8, 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: Mark Harman, Jay Provanzo, Pamela Shellenberger, Don Mann, and Martin Peak  
Members Absent: Keith Hoover & Jim Henke  
Staff Present: Nate Taggart and Melissa Kelly (Rettew)  
Visitors Present: Gwen Newell (LCPC)  
Ben Craddock (Lancaster Civil Engineering Co.)  
Elmer Beiler (Owner – 491 Central Manor Rd)

**Public Comment** - There was no public comment

Approve the Meeting Minutes from April 13, 2020 – Chairman Provanzo entertained a motion to approve the April 13, 2020 minutes as they have been submitted. Pam Shellenberger so motioned and Mark Harmon seconded. The motion carried unanimously.

### **New Business**

20-005 – Preliminary/Final Subdivision Plan for 491 Central Manor Rd – The applicant is proposing to subdivide one 1-acre lot off of the existing 2 acre parent tract to be developed with a single family residence. The property is zoned Agricultural.

Ben Craddock with Lancaster Civil Engineering Co. was present to present the plan. Mr. Craddock presented a brief explanation of the project.

Gwen Newell from the LCPC asked about the possible need for public water. Ms. Newell also asked whether notes would be required regarding impervious surface and the driveway repair.

Melissa Kelly with Rettew discussed her review letter and noted that there are only minor housekeeping items in the review. She mentioned that a recommendation for conditional approval would be appropriate if the Planning Commission felt inclined to do so.

Chairman Provanzo entertained a motion to move this plan from a briefing item to an action item. Mark Harmon so motioned and Martin Peak seconded. The motion carried unanimously.

Pam Shellenberger made a motion to recommend approval of the plan provided that the June 4, 2020 review letter from Rettew is satisfied. 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. Martin Peak so motioned, Pam Shellenberger seconded, and the motion carried unanimously. The meeting adjourned at 7:26 p.m.

Respectfully Submitted,

Don Mann  
Secretary

Recording Secretary  
Nate Taggart