

Planning Commission Meeting Minutes

Monday, January 13, 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, January 13, 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, and Martin Peak

Members Absent: James Henke

Staff Present: Nate Taggart and Ryan Strohecker

Visitors Present: See attached Sign-In Sheet

Public Comment - There was no public comment.

Appointments by the Manor Township Board of Supervisors – Pamela Shellenberger has been appointed for the term January 6, 2020 to December 31, 2023 to the Planning Commission Board.

Re-Organization – Pamela Shellenberger made a motion to approve Jay Provanzo as Chairman, Pamela Shellenberger as Vice-Chairman and Don Mann as Secretary. Martin Peak seconded, and the motion carried unanimously.

Set Meeting Dates for 2019 – Chairman Provanzo entertained a motion to meet the second Monday of each month at 7:00 p.m. except in October, meeting will be held on Tuesday, October 13, 2020. Pamela Shellenberger so motioned, Martin Peak seconded, and the motion carried unanimously.

Approve the Meeting Minutes from October 15, 2019 – Pamela Shellenberger made a motion to approve the October 15, 2019 minutes as they have been submitted. Keith Hoover seconded, and the motion carried unanimously.

New Business

20-001 – Final Subdivision and Land Development Plan for Steve & Karen Herman located at 80 Charlestown Rd

Tim Trostle, Strausser Surveying & Engineering, representing Steve & Karen Herman made a presentation to subdivide one 2-acre lot off the existing 10.403 acre parent tract. The 2 acre lot will 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).

No action was taken on this plan. It will be continued at the February Planning Commission Meeting.

20-002 – Lot Add On Plan for Bethany Church located at 1165 Letort Rd

Brian Cooley, DC Gohn Associates, representing Bethany Church made a presentation to add land from an adjoining lot, that is under their same ownership, to the main church property located at 1165 Letort Rd. The property is zoned Agricultural.

Martin Peak made a motion to move the plan from a briefing item to an action item. Mark Harmon seconded and the motion carried unanimously.

Pamela Shellenberger made a motion to recommend approval of modifications to sections: 388-42.G (Right of Way) for Bethany Church. Mark Harmon seconded and the motion carried unanimously.

Mark Harmon made a motion to recommend the Plan per Rettew review letter dated January 9, 2020. Don Mann seconded and the motion carried unanimously.

20-003 – Final Minor Subdivision Plan for Manor BIC Church located at 530 Central Manor Rd

Adam Westgate, Landscape Architectural Designer at David Miller Associates, made a presentation 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.

No action was taken on this plan. It will be continued at the February Planning Commission Meeting.

Other Business

Jim Caldwell provided an update on a change in account representatives at Rettew. Moving forward, Manor Township will be working with Melissa Kelly. Mr. Caldwell and Mr. Strohecker provided an update on the Safe Harbor Trestle Bridge Project.

Correspondence

None

Mr. Provanzo entertained a motion to adjourn the meeting. Pamela Shellenberger so motioned and the meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Donn Mann
Secretary

Zoning Officer
Nate Taggart