

Planning Commission Meeting Minutes

Monday, February 10, 2025

7:00 p.m.

Vice-Chairman Pam Shellenberger called the meeting to order on Monday, February 10, 2025 at 7:00 p.m. Vice-Chairman Pam Shellenberger led those in attendance in the Pledge of Allegiance to the Flag and introduced the Board.

Members Present: Keith Hoover, Dan Fisher, Martin Peak, Josh Wenzel, Joe Hrapchak
Members Absent: Jared Texter
Staff Present: Nate Taggart, Adrienne Kautz
Visitors Present: See Attached Sign In Sheet

Acknowledgement of Appointments by the Manor Township Board of Supervisors

- a. Joe Hrapchak – 2/23/25 – 12/31/28 (Resolution #13-2025)
- b. Josh Wenzel – 2/3/25 – 12/31/28 (Resolution #14-2025)

Re-organization

Martin Peak made a motion to nominate Pam Shellenberger as Chairman, Martin Peak as Vice-Chairman and Keith Hoover as Secretary. Dan Fisher seconded, and the motion carried unanimously.

Approve the Meeting Minutes from the January 13, 2025 – Chairman Pam Shellenberger entertained a motion to approve the January 13, 2025 Planning Commission meeting minutes. Martin Peak made a motion to approve, Keith Hoover seconded the motion and it carried unanimously.

Old Business

Briefing Item – 24-008-Final Development Plan for 233 Rock Hill Road – The purpose of this plan is to construct a single-family dwelling on a property located at 233 Rock Hill Road, Millersville PA 17551.

Requested Modifications include: 388-42.E.7 (Dedication of Additional Right-of-Way) and 388-42.G.(1)(a) (Reconstruction of perimeter Streets).

TJ Acosta of Lancaster Civil Engineering, presented on behalf of Mr. Elon and Mrs. Linda Miller who are the property owners. Mr. Costa stated that this is 48-acre property zoned Agricultural and being used as such. It is traversed by Rock Hill Road. We are dividing it into a larger Western and small Eastern portion of the property. The existing Farmhouse is located on the Eastern side along with accessory buildings such as the Farm and Pole Buildings. The Western smaller portion of the property adjoins the Little Conestoga Creek. The project that is being proposed is on the Western portion.

This plan is the new single family dwelling, along with the accessory facilities which will include driveway, parking, barn and small shed. There is a large retaining wall that is proposed to allow for the construction of these. There are no impacts to the environmental features on this property.

Mr. Hoover asked if Mr. Acosta could give a quick rundown on the timing of the project.

Mr. Acosta stated that the homeowner would like to start construction this year. The first half would be the clearing of the trees, then the construction of the retaining wall and then everything will be constructed after that.

Mr. Peak asked if the Township was good with the sewer line across the street if they would want to Subdivide at any point. Ms. Kelly stated that they would need easements and would need to be in compliance with DEP when this occurred.

Mr. Fisher inquired where they are in the planning module process. Mr. Costa stated that they are addressing DEP final technical comments. There are just a few minor comments.

Mr. Costa stated they do have some comments that they have to address in Rettew's most recent letters dated January 24, 2025 (land development and stormwater letter). They do not foresee any issues with addressing those comments. There are three waiver requests with this plan. With regards to the Land Development letter, it's the dedication of the Additional Right-of-Way and the Reconstruction of the adjoining streets. There is no plan for widening the road at this time. The third waiver is related to Stormwater Management.

Keith Hoover made a motion to move the Final Land Development Plan for 233 Rock Hill Road from a briefing to an Action Item. Martin Peak seconded the motion, the motion passed unanimously.

Martin Peak made a motion to recommend to the Board of Supervisors to conditionally approve the requested modifications for the Final Land Development Plan for 233 Rock Hill Road based on the justification and alternative provided and subject to the Rettew review letter dated January 24, 2025. Keith Hoover seconded the motion, and the motion passed unanimously.

Dan Fisher made a motion to recommend to the Board of Supervisors to conditionally approve the Final Land Development Plan for 233 Rock Hill Road subject to the Rettew review letter dated January 24, 2025. Josh Wenzel seconded the motion, and the motion passed unanimously.

Briefing Item – 24-010 – Final Separation Subdivision Plan for 1030 Indian Marker Road – The purpose of this plan is to subdivide the existing tract at the centerline of Indian Marker Road and construct a new single-family dwelling on Lot 1.

Requested Modifications include : 388-19.A (Plan Scale), 388-42.G.(1)(b) (Right-of-Way), and 388-49.G (Riparian Buffer).

Keith Erb with Weber Surveyors presented. Dave Bitner is the Engineer on the project but couldn't make it. We have a 150-acre farm looking to subdivide the farm by Indian Marker Road. We are looking to build a dwelling on the North side of the road. The other side of the road will remain the same. The property is preserved by the Lancaster County Ag Board. They have seen and given preliminary approval for the plan.

Mr. Erb stated that the reason for the Plan Scale waiver is to keep the farm on one sheet. The Right-of-Way waiver along Indian Run Marker Road is because it is preserved Farmland.

Ms. Shellenberger stated that the general note on the Plan says the new dwelling is on Lot 1 but looking at the Plan it should be on Lot 2.

Mr. Hoover asked per the Ag Preserve Board, if this house will use the dwelling right that is associated with the 150 acres.

Mr. Hrapchak inquired about the cemetery on the property, but this is located on a different property.

Martin Peak made a motion to move the Final Separation Subdivision Plan for 1030 Indian Marker Road from a briefing to an action item. Keith Hoover seconded the motion, and the motion passed unanimously.

Dan Fisher made a motion to recommend to the Board of Supervisors to conditionally approve the requested modifications for the Final Separation Subdivision Plan for 1030 Indian Marker Road based on the justification and alternative provided and subject to the Rettew review letter dated December 5, 2024. Josh Wenzel seconded the motion, and the motion passed unanimously.

Martin Peak made a motion to recommend to the Board of Supervisors to conditionally approve the Final Separation Subdivision Plan for 1030 Indian Marker Road subject to the Rettew review letter dated December 5, 2024 with revising the plan to indicate that the proposed dwelling will be on Lot 2. Keith Hoover seconded the motion, and the motion passed unanimously.

Briefing Item – 23-003 – Final Phase One Land Development Plan for Village at Funk’s Farm – The purpose of this final overall plan for this site is to subdivide the property into three lots and to development the site into a nursing, rest and retirement facility of 407 independent living units exclusive of nursing care assisted-living facilities on lot 1, a commercial development on lot 2, and a lot for sanitary sewer pump station. Final phase 1 will consist of 267 total independent living units and 75 nursing care assisted living facilities.

Requested Modifications include: 502.2.A (Private Streets)

Bill Swiernik of David Miller Associates stated this project has been in the works with this Township since 2012. We had a long delay as it relates to the water capacity. This is for half of the development in the Final Plan, and includes the Care Facility, Club House, and Community Building. There are six buildings in the Southwest corner which are multi-story unit apartments, the other 80 units in this Phase are generally Townhouse type cottages. This is the subdivision where we are creating a Lot for future Commercial development up at the Northeast Corner. There is also a lot that is for a pump station that will be constructed to the standards of Millersville Borough Sewer Authority. We have received design approval for the pump and the pump design and received approval for the gravity sewer on site. We have an NPDES permit which has also been extended. Since the preliminary plan was approved the only real change that has occurred is the dwellings have gotten shorter.

They have received the Rettew letter which is primarily Administrative Items. They do have the need to obtain Highway Occupancy permits for the improvements along South Duke Street. They met with one of the neighbors. There will be a sidewalk constructed from Walnut Hill Road, all along South Duke Street all the way to the Southern Entrance. This wall goes across to the neighbors of Dave and Lisa Madonna, DMA went over the improvements.

Mr. Hoover asked if there would be a wall on the Madonna’s property. Mr. Swiernik stated yes there would be. There are a number of walls that are on the site, which have been reviewed and designed by engineers. The property owners are good with it, Mr. Swiernik stated they had to get a driveway permit for this. There will also be a maintenance agreement that acknowledges that the developer will be responsible for the long-term care of the maintenance of sidewalk on their property. The Madonna’s have accepted the responsibility to plow the snow on it. The agreements are being reviewed right now.

Mr. Taggart stated that he, Mr. Strohecker, Mr. Swiernik, and Mr. Wolf met with Madonna's to go over the wall situation.

Mr. Swiernik stated that they have a lot of Highway Occupancy Permits that they are working through. They are in communication with neighbors across the street, because there is a lane configuration that is being adjusted, so we need to have acknowledgement.

Ms. Shellenberger asked if the Commercial Lot was being developed. Mr. Swiernik reported at some point this will be a separate land development plan. The Stormwater agreement will need to be reviewed when the time comes. This will be a separate lot to the current plan. There is a connection to both lots which will be constructed, originally there was a driveway coming in to prepare for the lot, but this created some challenges for PennDOT. Mr. Swiernik stated they did request an acknowledgement that a driveway can be placed there.

Mr. Hoover stated that Mr. Swiernik mentioned road improvements. What does this look like? Mr. Swiernik stated they are looking at widening and reconfiguration of the sidewalk on the other side of the road.

Mr. Swierink stated that in the future there will be an imbrication of care for the people that live there. There will be an opportunity to have in house care, which will be coordinated out of the Care building. This is a 55+ community.

Mr. Fisher inquired about sewer and water design. Mr. Swiernik stated that they already went through that study, there will be booster pumps.

Mr. Hoover asked whoever ends up with the Maintenance agreement will this end up all together in one agreement. Mr. Swiernik responded with yes there will be a management company over all of it.

Ms. Shellenberger inquired if a Homeowner's Association will handle this property. Mr. Swiernik stated that it's not really HOA but more like a management company. This development has to be developed as a rest and retirement community.

Martin Peak made a motion to move the Final Phase One Land Development Plan for Village at Funk's Farm from a briefing to an action item. Joe Hrapchak seconded the motion, and the motion passed unanimously.

Martin Peak made a motion to recommend to the Board of Supervisors to conditionally approve the requested modifications for the Final Phase One Land Development Plan for Village at Funk's Farm based on the justification and alternative provided and subject to the Rettew review letter dated January 17, 2025. Dan Fisher seconded the motion, and the motion passed unanimously.

Martin Peak made a motion to recommend to the Board of Supervisors to conditionally approve the Final Phase One Land Development Plan for Village at Funk's Farm subject to the Rettew review letter dated January 17, 2025. Dan Fisher seconded the motion, and the motion passed unanimously.

Mr. Hoover asked about Traffic impact. Is there any consideration for this? He is concerned about how this will impact the community. Mr. Swiernik stated that there has been a fairly extensive traffic study

that has been prepared. This has been reviewed by Millersville Borough as part of our HOP process. There are no off-site improvements proposed as a result of the impact of the site. A large contributing component is the use of the site, as opposed to it being used by families in townhomes. When the commercial lot comes in, there will be a new Traffic Study.

Ms. Shellenberger asked if anybody from the Township is reviewing the MS4 Permit documents. Ms. Kelly stated that Kara has reviewed it and gathered any information that is needed.

Public comment:

No Public Comment

Adjourn

With no further business to discuss, Dan Fisher motioned to adjourn the meeting. The meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Martin Peak
Secretary

Recording Secretary, Adrienne Kautz