

Planning Commission Meeting Minutes

Monday, May 12, 2025

7:00 p.m.

Chairman Pam Shellenberger called the meeting to order on Monday, May 12, 2025 at 7:00 p.m. Chairman Pam Shellenberger led those in attendance in the Pledge of Allegiance to the Flag and introduced the Board.

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

Approve the Meeting Minutes from the April 14, 2025 – Chairman Pam Shellenberger entertained a motion to approve the April 14, 2025 Planning Commission meeting minutes. Daniel Fisher made a motion to approve, Josh Wenzel seconded the motion, and it carried unanimously.

New Business

Briefing Item – Final Land Development Plan for Town and Country Fuel– The applicant is proposing to redevelop the property located at 3028 Anchor Road to be used as the Town and Country Fuel operational headquarters and construct a new 3,600 sf storage building. The property is approximately 6.2 acres in size and is located in the Agricultural Zone.

Requested Modifications include: 388-21.B (Existing Features), 388-42.E (Reconstruction of Existing Streets), 388-42.I.4 (Length of Vertical Curb), 388-42.I.5 (Access Drive Leveling Area Length), 388-42.I.7 (Vertical Curve “K” Value), 388-42.M.1 (Street Lights), 388-45.H (Parking Area Lighting), 388-38 (Traffic Study).

Todd Shoaf, Graybill Engineering, was present with the owner of Town and Country Fuel, Gerald Shertzer, to present the project. Mr. Shoaf gave a brief overview of the plan. The idea is to move Town and Country Fuel from its current location across the street to the subject tract. The intent is to utilize the existing building for offices, upgrade the existing barn, and then construct a new 3,600 square foot storage building.

Mr. Wenzel asked how many employees will be on the site daily? Mr. Shertzer stated that there are four full time employees and it could be up to 10 with seasonal employees. Mr. Wenzel asked what the hours of operation will be? Mr. Shertzer stated that the truck drivers start around 6:00am and the typical office hours are 8:00am-4:00pm but they are open until 5pm in summertime.

Mr. Hrapchak inquired about the fuel storage tanks on the trucks and safety concerns. Mr. Shoaf stated that the trucks will be empty or mostly empty when stored on site. They are filled each day offsite and return after their deliveries.

Ms. Kelly from Rettew stated that there was a discussion of how the fuel was handled, etc. They didn't ask for any information above and beyond what is normally required.

Mr. Fisher recused himself from voting because he works for the consultant/firm who prepared the plan.

Martin Peak made a motion to move the Final Land Development Plan for Town and County Fuel from a briefing to an action item. Josh Wenzel seconded and the motion carried 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 Town and Country fuel based on the justification and alternative provided and subject to the Rettew review letter dated May 8, 2025. Joe Hrapchak seconded the motion, and the motion carried unanimously.

Martin Peak made a motion to recommend to the Board of Supervisors to conditionally approve the Final Land Development Plan for Town and Country Fuel based on the justification and alternative provided and subject to the Rettew review letter dated May 8, 2025. Joe Hrapchak seconded the motion, and the motion carried unanimously.

Public comment:

No Public Comment

Adjourn

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

Respectfully Submitted,

Keith Hoover
Secretary

Recording Secretary, Adrienne Kautz