Manor Township Zoning Hearing Board Minutes

Wednesday, August 12, 2026 Time: 7:00 p.m.

Chairman Brad Singer called the Manor Township Zoning Hearing Board meeting to order in the Manor Township Municipal Building located at 950 West Fairway Drive, Lancaster, PA 17603 on August 12, 2026 at 7:00 p.m. Chair Singer led those in attendance in the Pledge of Allegiance and introduced the Board.

Members Present:	Brad Singer, Jeff Klugh, and Josh Wenzel
Staff Present:	Nate Taggart and Peg Hess
Township Solicitor:	Susan Peipher
Visitors:	See attached Sign-In Sheet

Previous Month Minutes

Jeff Klugh made a motion to approve the June 3, 2026 meeting minutes as they have been submitted. Josh Wenzel seconded, and the motion carried unanimously.

New Business

Case #6-2026: Applicant: Phillip Smith, 3073 Safe Harbor Rd, Millersville, PA 17551. The applicant is requesting a Variance to section 425-11.F(2)(a) (Front Yard Setback Requirement) of the Manor Township Zoning Ordinance. The applicant is proposing a variance to the required front yard setback to allow for an addition to be added to the front of his existing dwelling. The property in question is located at 3073 Safe Harbor Rd, Millersville, PA 17551, Tax ID 410-54699-0-0000, and is in the Agricultural (A) Zone. Solicitor Peipher read the procedural instructions on how cases before the board will be heard and decided. Zoning Officer Nate Taggart confirmed with Solicitor Peipher that this hearing was properly advertised in accordance with the MPC, properly posted and neighboring property owners notified of this hearing.

Philip Smith was sworn in. Mr. Smith explained the project entails building a 90 sf addition, 4'x22' in the front of the home. Because of the narrow nature of the lot, extending out the front is the most economically feasible way to attain square footage. Mr. Smith explained the exhibits attached to this application. Adding the additional 4' out front will not create any new safety concerns on the roadway. Per Josh Wenzel's inquiry the home is 50" higher from the road surface to ground surface at the edge of the home. The property does have a 35' front yard setback requirement but is already encroaching as the current setback is 22'. When the construction is complete the new front yard will be setback 18.42' from the ROW. The home was constructed in 1889. No side yard changes will occur, and the existing roof line will be intact. The additional square footage will have a lower roof line and overhang the new wall by 8-12". Zoning Officer Taggart confirmed the normal setback measurement is to a wall not roof line. Chairman Singer requested a brief recess. Meeting reconvened at 7:19 pm. Jeff Klugh made a motion to approve the Variance request. Josh Wenzel seconded, and the motion carried unanimously.

Case #7-2026: Applicant: James Hollingshead, 1400 Water St, Columbia, PA 17512. The applicant is requesting a Variance to section 425-12(b) (Permitted Uses) of the Manor Township

Zoning Ordinance. The applicant is proposing a variance to operate a bait and tackle outdoor sporting goods shop out of his home. The property in question is located at 1400 Water St, Columbia, PA 17512, Tax ID 410-36161-0-0000, and is in the Rural (R) Zone.
James Hollingshead was sworn in. Mr. Hollingshead explained his Fish & Bait is an LLC and been in wholesale business for 5 years. This is an allowable home business, but he is looking to expand the business to become a retail sporting goods store. This will have low impact on the neighborhood as customer traffic will not be in excess of a barber or hair salon. Mr. Hollingshead explained the Exhibits attached to the application. The business will be run out of the basement of the existing dwelling which it is currently but would extend to the entire basement (1200 sf) in future to add camping accessories. Applicants Exhibit 1 was presented which was the existing layout of the store. There are no modifications to the external of the building meaning no setback changes to the property will occur allowing no changes for stormwater management. No goods will be displayed outside. The existing parking area is crushed stone and is approximately 3360 sf which includes a turnaround area for vehicles and can hold 10 cars at a time. Customer parking signs will be installed, and adequate lighting is provided interior and exterior. Maximum customer count for a peak day would be 20. Stock will be delivered by Fed Ex vehicles with no tractor trailer traffic. Signs will be installed on the existing retaining wall with possible drop light for visibility. Current hours of operation are 6 am – 6 pm Thursday and Fridays. These daily hours could be extended and possible 2 additional employees in future. Grab and go snacks and a coke machine are projected in the future. Mr. Hollingshead has no intention of adding firearm sales to his business.
Teresa Leonard, 1404 Water St., Columbia, was sworn in. She is the closest neighbor to Mr. Hollingshead property and is in support of this business expansion. Chairman Singer requested a brief recess. Meeting reconvened at 8:05 pm. Testimony was closed. Josh Wenzel denied the variance request. Jeff Klugh seconded, and the motion carried unanimously.

Jeff Klugh made a motion to adjourn the meeting, Josh Wenzel seconded, and the meeting adjourned at 8:09 pm.

Respectfully Submitted,

Jeffrey Klugh
Secretary

Recording Secretary
Peg Hess