

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
APRIL 22, 2021
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ROLL CALL

COMMISSIONERS – Perry Bates, Linda Fiscus, Alexis Isenberg, Chad Reed, Earnie Zimmerman, and Brian Linsenbach

ATTENDEES – Phillip Brath, P.E., Faye Romberger, Todd Lyons, Duane Stone, Esquire, Brandon Slatt, Kelley Moyer - Schwille, Kelley Briones, Paul Briones, Jr., John Norfolk, and Bruce Trostle

ATTENDEES ON ZOOM – Peggie Williams

CALL TO ORDER

Chairman Bates called the regularly scheduled meeting of the Carroll Township Planning Commission to order at 6:30 p.m. The location of the meeting is at the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.

**APPOINTMENT OF
TEMPORARY
CHAIRMAN**

It was moved by Commissioner Reed, seconded by Commissioner Zimmerman, and unanimously carried to appoint Brian Linsenbach as Temporary Chairman.

**APPOINTMENT OF
CHAIRMAN**

It was moved by Commissioner Bates, seconded by Commissioner Isenberg, and unanimously carried to appoint Chad Reed as Chairman of the Board.

**APPOINTMENT OF
VICE – CHAIRMAN**

It was moved by Commissioner Linsenbach, seconded by Commissioner Isenberg, and unanimously carried to appoint Earnie Zimmerman as Vice-Chairman of the Board.

**APPOINTMENT OF
SECRETARY**

It was moved by Commissioner Reed, seconded by Commissioner Isenberg, and unanimously carried to appoint Linda Fiscus as Secretary.

**PUBLIC
COMMENTS**

Chairman Reed called for public comments. There were no public comments.

**APPROVAL OF THE
JANUARY 28, 2021
MINUTES**

It was moved by Commissioner Isenberg, seconded by Commissioner Fiscus, and unanimously carried to approve the January 28, 2021 Planning Commission Meeting Minutes as submitted.

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APPROVAL OF THE
MARCH 25, 2021
PUBLIC HEARING
MINUTES ON THE
COMPREHENSIVE
PLAN

It was moved by Commissioner Isenberg, seconded by Commissioner Zimmerman, and unanimously carried to approve the March 25, 2021 Planning Commission Public Hearing Minutes on the Amendments to the Northern York County Region Comprehensive Plan as submitted.

APPROVAL OF THE
MARCH 25, 2021
PUBLIC HEARING
MINUTES ON THE
ZONING MAP AND
ORDINANCE

It was moved by Commissioner Isenberg, seconded by Commissioner Linsenbach, and unanimously carried to approve the March 25, 2021 Planning Commission Public Hearing Minutes on the Amendments to the Carroll Township Zoning Ordinance and Zoning Map as submitted.

FINAL PLANS FOR
JEANNE HARTMAN
LIVING TRUST

It was moved by Commissioner Fiscus, seconded by Commissioner Isenberg, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Final Subdivision Plan of Plan Book MM, Page 790, Lot No. 5 for Jeanne A. Hartman, Trustee of the Jeanne A. Hartman Living Trust and Hartman Family Trust 35 Hartman Lane, Dillsburg, PA 17019 – 2 Lots as per Phillip Brath’s Comment Letter dated April 21, 2021:

III. Waivers Requested

1. Provide a Site Context Map. (Section 435-27. J) **Applicant requested waiver from ordinance requirement.**
2. Provide an Existing Resources and Site Analysis Plan. (Section 435-27. K) **Applicant requested waiver from ordinance requirement.**
3. Provide a Preliminary Resource Impact and Conservation Plan. (Section 435-27. L) **Applicant requested waiver from ordinance requirement.**
4. Provide street trees along existing street frontage per Section 435-52. D. **Applicant requested waiver from ordinance requirement.**

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FINAL PLANS FOR
JEANNE HARTMAN
LIVING TRUST
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5. Where a subdivision or land development abuts an existing street of inadequate width, sufficient additional width shall be constructed per Section 435-39. D.1. **Applicant requested waiver from ordinance requirement for Baltimore Street and Hartman Lane for this Plan.**
6. Provide sidewalks along existing street frontage per Section 435.45.B. **Applicant requested waiver from ordinance requirement.**
7. Provide curbing along existing street frontage per Section 435.45.C. **Applicant requested waiver from ordinance requirement.**
8. Provide a Wetland Study (Section 435-27. G) **Applicant requested waiver from ordinance requirement.**
9. Provide Recreation Area or Open Space or provide alternative including Fee-in-lieu. (Section 435-43). **Applicant requested waiver from ordinance requirement.**

It was moved by Commissioner Fiscus, seconded by Commissioner Bates, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Final Subdivision Plan of Plan Book MM, Page 790, Lot No. 5 for Jeanne A. Hartman, Trustee of the Jeanne A. Hartman Living Trust and Hartman Family Trust 35 Hartman Lane, Dillsburg, PA 17019 – 2 Lots contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated April 21, 2021:

II. SUBDIVISION (Ordinance No. 2018-242)

1. Place or bond monuments and pins in accordance with Section 435-44 prior to recording Plan. (Section 435-71.C)
2. Provide an updated Homeowners’ Association and/or Private Road maintenance agreement for the private right-of-way. (Section 35-54. B.3.h). Applicant indicates this has been provided. Township should confirm.
3. All certificates must be signed, sealed by the individual responsible for the plan and dated after last submission revision date. (Section 435-28. B)

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4. The Owners must sign the plan and date after last plan revision. (Section 435-28.C/36. A)
5. Provide a deed of consolidation, approved by the Township Solicitor, for recording with the Plan. (Section 435-36. P)
6. Applicable waivers, special exceptions, conditional uses or variances and date of action by Board shall be provided on the plan. (Section 435-26. O) Revise cover sheet to current codified ordinance section numbers.
7. All outstanding fees must be paid prior to recording Plan. (Section 435-36.M)

FINAL PLANS FOR
RALPH AND
TAMMY MILLER

It was moved by Commissioner Bates, seconded by Commissioner Fiscus, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Final Subdivision Plan for Ralph L. and Tammy C. Miller – 3 Lots as per Phillip Brath’s Comment Letter dated April 21, 2021:

IV. Waivers Requested

1. Provide a stormwater management plan. (Section 435-27. I) **Applicant requests waiver.**
2. Provide a Site Context Map. (Section 435-27. J) **Applicant requests waiver.**
3. Provide an Existing Resources and Site Analysis Plan. (Section 435-27. K) **Applicant requests waiver.**
4. Provide a Preliminary Resource Impact and Conservation Plan. (Section 435-27. L) **Applicant requests waiver.**
5. This item was removed.
6. Provide street trees along existing street frontage per Section 435-52. D. **Applicant requests waiver.**
7. Where a subdivision or land development abuts an existing street of inadequate width, sufficient additional width shall be constructed per Section 435-39. D.1. **Applicant requests waiver.**
8. Provide sidewalks along existing street frontage per Section 435-45. B. **Applicant requests waiver.**
9. Provide curbing along existing street frontage per Section 435-45. C. **Applicant requests waiver.**

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FINAL PLANS FOR
RALPH AND
TAMMY MILLER
CONTINUES

It was moved by Commissioner Isenberg, seconded by Commissioner Bates, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver request for the Final Subdivision Plan for Ralph L. and Tammy C. Miller – 3 Lots:

1. A one-hundred-foot setback from on-lot disposal systems must remain on the subject property and must not extend onto any adjacent property, without the owner’s approval via a record easement. (Section 435-46. G) **Applicant requests waiver.**

It was moved by Commissioner Isenberg, seconded by Commissioner Fiscus, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Final Subdivision Plans for Ralph L. and Tammy C. Miller 3 Lots contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated April 21, 2021:

III. Subdivision (Ordinance No. 2018-242

1. Was moved to a waiver request.
2. Was deleted from the comments
3. All certificates must be signed, sealed by the individual responsible for the plan and dated after last submission revision rate. (Section 435-28. B)
4. The Owners must sign the plan and date after last plan revision. (Section 435-28.CC/36. A)
5. All outstanding fees, including recreation fees, must be paid prior to recording Plan. (Section 435-36.M)

FINAL PLANS FOR
KEITH, GARRY,
AND JOHAN
LEFEVER

It was moved by Commissioner Fiscus, seconded by Commissioner Isenberg, and unanimously carried to table the review of the Final Subdivision Plan of Tax Parcel 20-OC-79 for Keith R. Lefever, Garry C. Lefever, and Johan R. Lefever – 2 Lots until the May 27, 2021 Planning Commission meeting.

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ADJOURNMENT

It was moved by Commissioner Bates, seconded by Commissioner Isenberg, and unanimously carried to adjourn the meeting 7:40 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary