

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
AUGUST 24, 2023
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ROLL CALL	COMMISSIONERS – Jeremiah Jones, Chad Reed, Ken Baker, and Matthew McAneny ZOOM – Earnie Zimmerman ATTENDEES – Phillip Brath, P.E., Faye Romberger, Brandon Slatt, Jessica Baim, Matt Simmons, Scott Debell, Sherry Sirianni, and Julia Wertz
CALL TO ORDER	Chairman Reed called the regularly scheduled meeting of the Carroll Township Planning Commission to order at 6:40 p.m. The location of the meeting is at the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.
PUBLIC COMMENTS	Chairman Reed called for public comments. There were no public comments.
APPROVAL OF THE JULY 27, 2023 MINUTES	It was moved by Commissioner Baker, seconded by Commissioner McAneny, and unanimously carried to approve the July 27, 2023, Planning Commission Meeting Minutes as submitted.
PRELIMINARY/FINAL PLANS FOR MIXED-USE DEVELOPMENT 15 ORE BANK ROAD INCH’S PROPERTY RECOMMEND DENIAL	It was moved by Commissioner Baker, seconded by Commissioner McAneny, and unanimously carried to recommend to the Board of Supervisors to deny the Preliminary/Final Subdivision and Land Development Mixed-Use Development at 15 Ore Bank Road – Inch’s Property unless an extension is granted before the September 11, 2023 deadline date
FINAL SUBDIVISION AND LAND DEVELOPMENT PLANS FOR CARROLL TOWNSHIP TOWNHOMES – DILLSBURG LAND, LLC TABLED	It was moved by Commissioner Baker, seconded by Commissioner McAneny, and carried to table the review of the Final Subdivision and Land Development Plan for Carroll Township Townhomes – Dillsburg Land LLC until September 28, 2023, Planning Commission Meeting. Commissioner Jones abstained from the vote.

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FINAL PLANS FOR
PROPOSED RITA'S
ITALIAN ICE FOR
MATTHEW
SIMMONS

It was moved by Commissioner McAneny, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Final Land Development Plan for Proposed Rita's Italian Ice for Matthew Simmons as per Philli Brath's Comment Letter dated August 21, 2023:

VI. Waivers

1. A preliminary plan application is required. (Section 435-13) The applicant has requested a waiver.
2. Provide Traffic Impact Study. (Section 435-22) The Township should consider the needed ROW for Harrisburg Street. The applicant has requested a waiver.
3. Provide Site Context Map. (Section 435-27.J) The applicant has requested a waiver.
4. Provide Existing Recourse and Site Analysis Plan (Section 435-27.K) The applicant has requested a waiver.
5. Provide Preliminary Resource Impact and Conservation Plan. (Section 435-27.L) The applicant has requested a waiver.
6. Sidewalk should be installed to area of crosswalks of West Harrisburg Street and SR 0015. (Section 435-45.B(c)) The applicant has requested a waiver.

The Planning Commission is recommending that the Applicant loop the existing sidewalk into the property and level a five-foot-wide area from end of existing sidewalk to the corner of Harrisburg Street and U.S. Route 15.

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CONTINUES

It was moved by Commissioner McAneny, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Final Land Development Plan for Proposed Rita's Italian Ice for Matthew Simmons contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated August 21, 2023:

- II. Zoning (Ordinance No. 2006-18, as amended)
 - 1. The plan must include proposed site lighting details meeting the requirements set forth in §450- 403.C.
 - 2. PR Sign must be permitted under a separate Appendix in accordance with Section 450-421.

- III. Subdivision (Ordinance No. 2018-242)
 - 1. Provide and address all York County Planning Commission Review Comments. (Section 435- 13.F/14.F) Received June 9, 2023.
 - 2. Provide agreement to serve for Water and Sewer service. (Section 435-46.D & 47.E)
 - 3. Plans shall be legible in every detail (Section 435-23.D). Colors will not reproduce for copiers of recorded plan. Submit black and white for recording;
 - 4. Proposed lot line markers along SR0015 not shown "to be set" per Section 435-44 and note when markers will be set (Section 435-26.M);
 - 5. Provide written notices from outside agencies (Section 435-36.O);
 - 6. Provide Site Lighting Design & Details in accordance with Section 435-45.D;
 - a. Lighting must be directed downward and inward and without glare to adjacent properties or rights-of-way. (Section 435-45.D(4)(a)) Place a note on the Cover Sheet and Lighting Plan;

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- b. The Zoning Ordinance includes some dark skies provisions including a provision to reduce lighting on off hours. We encourage selection of a controller that will allow for dimming/reduction of lighting during off hours. Provide a description of the lighting controls proposed for this site.
7. All outstanding fees must be paid prior to recording Plan. (Section 435-36.M)
 8. Financial Security for the completion of Public Improvements and Stormwater Management Facilities within the Township has been and is under review. (Section 435-72B/428-22)
 9. Certificate of Ownership must reflect Appendix 2 for individual and executed & dated after last revision date on plan (Section 435-28.C);
 10. Professional's Certifications shall be executed and dated after last revision date. (Section 435- 28.B);
 11. Provide latest County Planning Commission review statement per Appendix 3 and Recorder of Deeds Certificate reflected in Appendix 4 for instrument number (Section 435-36.E&G);
- IV. Stormwater Management (Ordinance No. 2011-216)
1. The stormwater infiltration facility is more than 90% in the Borough. We propose to defer the review of the infiltration facility and routing to the Borough. Provide a copy of the review by the Borough.
 2. Provide the operation and maintenance program and agreement for stormwater facilities. The O&M agreement shall clearly set forth the ownership and maintenance responsibilities for all temporary and permanent stormwater management facilities. The O&M program shall clearly identify maintenance requirements for the property owner. (Section 428-11.F.7)
 3. All stormwater Management plans and reports prepared shall be designed, signed, and sealed by individuals registered in the Commonwealth of Pennsylvania and qualified to perform such duties. (Section 428-11.D.7)
 4. Provide stormwater management plan certification on Plan. (Section 428 – Attachment 5)

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V. General Comments

1. Revise Waiver Request Statement to provide space to add Board's approval date for each waiver request instead of general statement in verbiage.
2. The Applicant must sign and date the waiver requests submitted.

Sherry Sirianni – 935 York Road – questioned if they would be able to use steppingstones.

PRELIMINARY/
FINAL LOT
ADD-ON FOR
26 SPRING LANE RD.
NAPOLI & HUMMEL

It was moved by Chairman Reed, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver request for the Preliminary/Final Minor Lot Add-On Plan for 26 Spring Lane Road for Raymond A. & Janice E. Napoli and Steven M. & Jeanette A. Hummel – 2 Lots as per Phillip Brath's Comment Letter dated August 21, 2023:

III. Waivers Requested

1. Provide a grading plan for all Subdivisions. (§ 435.26.N) Applicant requests a waiver. The Applicant requesting waiver from ordinance requirement.
2. Provide a stormwater management plan at time of subdivision. (§ 435-27.I) The Applicant requesting waiver from ordinance requirement.
3. Provide an Existing Resources and Site Analysis Plan. (§ 435-27.K) The Applicant requesting waiver from ordinance requirement.
4. Provide a Preliminary Resource Impact and Conservation Plan. (§ 435-27.L) The Applicant requesting waiver from ordinance requirement.
5. Where a subdivision or land development abuts an existing street of inadequate width, sufficient additional width shall be constructed, and ROW dedicated. (§435-39.D.1) The Applicant requesting waiver from ordinance requirement.
6. Provide curbing along existing street frontage per § 435-45.C. The Applicant requesting waiver from ordinance requirement.

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NAPOLI & HUMMEL
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7. Provide backup sanitary septic area for Napoli Lot (435-46-E)- Applicant will submit a written waiver request. This originally was comment number 14 under II. Subdivision (Chaper435/Ordinance No. 218-242)

It was moved by Chairman Reed, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Preliminary/Final Minor Lot Add-On Plan for 26 Spring Lane Road for Raymond A. & Janice E. Napoli and Steven M. & Jeanette A. Hummel – 2 Lots contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated August 21, 2023:

II. Subdivision (Chapter 435 / Ordinance No. 2018-242)

1. Update waivers once approved with dates of action by the Board prior to recording the plan (435-26.O);
2. All certificates must be signed, sealed by the individual responsible for the plan and dated after the last submission revision date. (435-28.B);
3. The Owner must sign the plan and date after last plan revision. (435-28.C/36.A);
4. All outstanding fees, including recreation fees, must be paid prior to recording Plan. (435- 36.M);
5. Plan Title must be revised to reflect “Final Subdivision” as does not meet criteria for a “Preliminary Plan” application. (435-13.A);
6. As the Plan is not a qualified “Minor” Plan, reference to the minor should be removed from Title Block. (435-15);
7. Surveyor Statement of Accuracy must reflect latest verbiage. (435-Appendix 1);
8. Revised Township Engineer’s Revision Statement to reflect latest verbiage (435-Appendix 3);
9. Revise Board of Supervisors Approval Statement to reflect latest verbiage (435-Appendix 4);
10. Revise York County Planning Commission Review Statement to reflect latest verbiage (435- Appendix 3);
11. Revise Township Planning Commission Review Statement to reflect latest verbiage (435- Appendix 3);

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12. Label distance from nearest intersection to subject subdivision (435-24.C);
13. Provide finished floor elevations per 435-26.G;
14. Provide backup sanitary septic area for Napoli Lot (435-46.E); (This comment was moved to a waiver request)
15. Provide Lot # for Napoli Lot (435-24.G);

IV. General

1. A new Deed of Consolidation must be prepared recorded in conjunction with the subdivision plan as note on plan;
2. Two locations on dedicated ROW appear to have iron pins but not noted;
3. Provide Lot Ownership on each Lot of proposed subdivision;
4. York County Planning Commission comments must be addressed.

AMENDMENTS
TO THE ZONING
ORDINANCE FOR
WAREHOUSING
AND DISTRIBUTION
CENTERS
AMENDED

It was moved by Commissioner McAneny, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to adopt Proposed Ordinance Number 2023-254 – An Ordinance Amending Chapter 450 of the Code of Carroll Township, York County, Pennsylvania Governing Zoning: Updating Section 450-112 Pertaining to the Definitions of Warehouse and Distribution/Fulfillment Center and Amending Section 450-385 Governing Warehouses and/or Distribution Centers within the Township as amended.

ADJOURNMENT

It was moved by Commissioner Baker, seconded by Commissioner McAneny, and unanimously carried to adjourn the meeting at 7:46 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary