

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 1 of 14**

**ROLL CALL**

COMMISSIONERS – Linda Fiscus, Chad Reed, Vincent Sabia, Ken Baker, Earnie Zimmerman, and Matthew McAneny

ATTENDEES – Phillip Brath, P.E., Faye Romberger, Brandon Slatt, Lloyd Simmons, Jason Riggins, Elisha Riggins, Christina Trauch, Dimitri (Jimmy) Fotopodos, Ryan L. Traugh, Nathan Stuff, David Hazen, Monty Moorhead, Sara Westhafer, Jeremiah Jones, Justin Kuhn, Esch McCombie, Elliot Shibley, Dane Richwine, Carol Richwine, and William Aiello

ZOOM ATTENDANCE – Ronald, Stephanie, Leonard M Wiederheft, Kathis iPhone, C Markel14, Lee Ann, Alan Woods, Carrie Selfcro, Hector Morales, Adrienne Dietsche, and Myout

**CALL TO ORDER**

Chairman Reed called the regularly scheduled meeting of the Carroll Township Planning Commission to order at 6:41 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.

David Hazen – 2 Grandview Drive – is concerned about the traffic, noise, and air quality for his family, neighbors, and the children in the neighborhood. He stated back when the re-zoning was being discussed he had submitted a petition to the Township showing that the neighbors in his development were opposed to the re-zoning of the property across the street from his development. He is asking the applicant to pull the application now before any information is received.

Sara Westhafer – 31 Grandview Drive - stated that she signed the petition that Mr. Hazen was referring to. She and her husband moved into this area about 3 ½ years ago, because they felt it was a safe place to raise their children. She is concerned about the traffic, lighting, and noise this development will bring to the area.

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 2 of 14**

APPROVAL OF THE  
DECEMBER 15, 2022  
MINUTES

It was moved by Commissioner Zimmerman, seconded by Commissioner Baker, and unanimously carried to approve the December 15, 2022 Planning Commission Meeting Minutes as submitted.

FINAL PLANS FOR  
HAROLD C. WILLIS

It was moved by Commissioner Fiscus, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver request for the Final Subdivision Plan for Harold C. Willis – 3 Lots as per Phillip Brath’s Comment Letter dated January 12, 2023:

V. Waivers Requested

1. Provide the location of features within 200 feet of the subject tract as outlined in Section 435-25. D. **Planning Commission recommended granting with addition of driveways;**
3. Provide a Site Context Map. (§ 435-27. J). **Planning Commission recommended granting;**
4. Provide an Existing Resources and Site Analysis Plan. (§ 435-27. K). **Planning Commission recommended granting;**
5. Provide a Preliminary Resource Impact and Conservation Plan. (§ 435-27. L). **Planning Commission recommended granting;**
6. Provide shade (street) trees per new Shade Tree Ordinance. (§ 435-52.D). **Planning Commission did not recommend granting;**
- 7.a. 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. Chestnut Grove Road is a State Road (SR-4030). It has a 33’ legal/50’ required ROW and a 24’ existing cartway. The minimum cartway is 28’. **Planning Commission recommended granting;**
8. Provide curbing along existing street frontage per Section 435-45.C; **Planning Commission recommended granting;**

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 3 of 14**

FINAL PLANS FOR  
HAROLD C. WILLIS  
CONTINUES

It was moved by Commissioner Fiscus, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to deny the following waiver requests:

6. Provide shade (street) trees per new Shade Tree Ordinance. (§ 435-52. D)
- 7.b. 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. b. West Ridge Road is a Township Road (T-896). It has a 33' legal/50' required ROW and a 21' existing cartway. The required cartway is 28' unless a fee is paid in lieu of the widening.

It was moved by Commissioner Fiscus, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Final Subdivision Plan for Harold C. Willis – 3 Lots contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated January 12, 2023:

**II. Zoning (Ordinance No. 2006-178 as Amended)**

1. Dimension clear sight triangle for Chestnut Grove Road and West Ridge Road. (§ 450-405.A)
2. Corner Lot number 3 requires two front and two rear setbacks. (§450-405.B)

**III. Subdivision (Ordinance No. 2018-242)**

1. Sewer Planning for Subdivision shall be approved prior to final plan approval. (§ 435-36. O.1/435-27. B)
2. Provide Recreation Fee-in lieu as proposed prior to recording the Plan. (§ 435-43).
3. All certificates must be signed and sealed by the individual responsible for the plan and dated after the last submission revision date. (§ 435-28. B)
4. The Owners must sign the plan and date after the last plan revision. (§ 435-28.C/36. A)

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 4 of 14**

FINAL PLANS FOR  
HAROLD C. WILLIS  
CONTINUES

5. All outstanding fees, including recreation fees, must be paid prior to recording Plan. (§ 435-36.M)

**IV. General Comments**

1. Action by board on waiver requests must be completed prior to plans recording
2. Recorded of deeds certification for York County should reflect instrument number.

CROSSROADS  
COMMERCIAL  
DEVELOPMENT LLC  
NBP PHASE 1,  
LOT 4  
CONDITONAL  
USE APPLICATION  
2023-001  
RECOMMEND  
DENIAL

It was moved by Commissioner Zimmerman, seconded by Commissioner Sabia, and unanimously carried to recommend to the Board of Supervisors to deny the Conditional Use Application 2023-001 for Crossroads Commercial Development, LLC, Northern Business Park (NBP) Phase 1 – Lot #4 based on Phillip Brath’s Comment Letter dated December 30, 2022 and inconsistent information on the Traffic Impact Study on how the truck traffic will exit and enter the property and the noise.

**II. Zoning**

1. The proposed use shall not substantially impair the integrity of the Township’s Comprehensive Plan. (§450-705.B(7)) The Township is currently in the process of amending the Official Map and Comprehensive plan regarding a transportation component which proposes an interchange on Route 15 within Carroll Township. This proposal is not consistent with the Township Transportation Plan.
2. The property shall have a minimum of 300’ road frontage along an arterial / collector roadway. (§450-385.E) With this phase the lot is created an accessed to a “Proposed Private Access Drive” and not a collector public roadway. Verify the connector road will meet all PennDOT specifications for this classification of roadway.
3. Provide Traffic Impact Study (TIS) in accordance with 450-385.A(3). Proposed trip generation should be based on potential worst-case use. Distribution Center Use shall be considered;

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 5 of 14**

- a. The Applicant shall provide traffic studies, signage, ordinance language and traffic calming/directing features to prevent truck traffic from using roads that are not intended for truck traffic. The Applicant's traffic study shall address this issue and determine, with Township approval, which roads to provide protection.
4. For health, safety and welfare of the public (including students), vehicles accessing the site, and specifically trucks, should obtain direct access to Route 15. The development shall not be approved without viable access being provided such that Trucks do not need to use existing Route 74 through Dillsburg or past the School District campus (includes the high school, etc.) to access the warehouses.
5. Some confusion between plans and narrative regarding connector road. Plans indicate private access drive; however, narrative indicates (top of page 5) that connector to be public street to provide necessary street frontage and access. By definition (450-112) access drives are not streets and section 435-39 prohibits private streets. Finally, section 435-56.A prohibits private right of way as sole means of access to land development/subdivision;
6. More than one principal use may be erected on a single lot, provided that all density, lot and yard requirements, standards, and other requirements of the Zoning Ordinance shall be met for each structure, as though it was on an individual lot. (§450-409)
7. Narrative Section 450-412.B does not reflect 30' landscape buffer required and shown on landscape plan for connector road;
8. Narrative Section 450-416.H indicates that site plan depicts all required paving areas paved and drained, however information is not shown on plan;
9. Per Section 450-705.B(4) provide appropriate documentation from Utilities, Fire & EMS services of adequacies;
  - a. Fire and EMS services shall provide an analysis of their capacity to provide service to the site and facilities prior to conditional use approval.

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 6 of 14**

- b. Provide documentation that Dillsburg Area Authority capable of accommodating water & Sewer needs of project. (450-209.C);
  - c. Provide documentation that the power company can accommodate the electrical needs of the project without construction of new substations or facilities outside of the Applicant's project area.
10. Applicant request time extension of Section 450-705.F(1) from one(1) to three (3) years to obtain conditional use approval and other necessary municipal and outside agency approvals;
  11. Ground floor plans are not included with submission as indicated on application;
  12. The earthen berm and screening details shall be provided depicting the necessary screening of existing residential uses. (§450-385.O) Berms shall be constructed, and screening installed along any part of the project such that existing residential homes are screened from parking and storage areas, as well as buildings, prior to occupancy of any warehouse structure.

III. General Comments

1. To avoid jurisdictional problems, lot lines shall follow municipal boundaries. (§435- 42.C(2))
2. To avoid confusion / complication with the building permit process, structures shall not be located within multiple municipalities. Revise the location of the proposed buildings to be only located within one municipality.
3. The satellite trailer parking lot located to the south should be shifted as far north as possible to minimize any impacts to the adjacent residential uses along Golf Course Road.
4. Provide street designation number for Golf Course Road (T-882) on plans;
5. Site Plan Sheets should be numbered (i.e., 1 of 4);
6. Access drives and cul-de-sacs must be constructed to standards of public street section (§435-41);
  - a. Applicant shall coordinate with the Township and PennDOT regarding site conditions and requirements for review in any way for geometry and also for the

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 7 of 14**

access drive connections that would require a HOP, since the connector road is ultimately going to be a State Route 74.

- b. Turning Lanes shall be provided for access drives into facilities.
  - c. This phase will include the collector road connection and a roundabout. This would effectively complete the truck route bypass of Dillsburg Borough. The Applicant should address provision of truck restriction signs through the Borough and a portion of Carroll and neighboring townships.
7. Approval for connector road through Franklin Township to Glenwood Road is required. Approval by Carroll Township should not occur prior to confirmation of connector;
  8. Label minimum right of way width for connector street. 60' required by ordinance. (§435-39.O) PennDOT may require additional ROW;
  9. Conditional Use Report indicates property for Lot #4 is 205.85 acres while plan and narrative indicate 99.42 acres;
  10. First paragraph on page 7 of narrative refer to "Engineer's Report" however appears to reference "Conditional Use Report";
  11. Conditional Use Plan shows setback, parking of connector street setback, landscape screen and landscape buffer extending from edge of proposed pavement should extend from edge of right of way;
  12. Re-route of Met Ed right of way cannot interfere with proposed connector right of way or landscape buffer or screening requirements;
  13. Provide proof of Met Ed's Approval of re-routing of utility;
  14. Provide copy of MetEd right of way agreement for restrictions on adjacent development;
  15. Landscape screening shall be continuous where required in accordance with Section 435-52.F. Area's where some elements of screen exist (i.e., existing N/F Shortall) must be supplemented and maintained to achieve screening requirements;
  16. Show "Man Door" access locations on Site Plan;

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 8 of 14**

17. Storage of unlicensed vehicles and trailers onsite is not permitted (§450-385.J). How does the Applicant intend on self-policing this requirement and what access does the Township have to enforce this requirement;
18. Limits of lands associated with Conditional Use Application should be clearly delineated on plans;
19. Applicant must identify which alternative is desired for dedication of open space land for public use or fee-in-lieu (§435-69.B.1). Generally, the Township does not wish to accept land for parks and recreation in this area, however, the Applicant and the Township should consider dedication of open space adjacent to the school district athletic fields as an opportunity for shared use by the School District and Carroll Township.
20. Conditional Use approval is based on Applicant providing compliant Subdivision and Land Development Applications and gaining approval for development;
21. Provide proof of wetlands mitigation for impacted areas;
22. Applicant advised of stormwater management requirements for both attenuation of peak discharge and water quality under township MS4 Program. Stream restoration projects would be encouraged
23. Narrative Report should address the need to contact Carroll Township of Hazardous Spill for compliance with MS4 requirements

Esch McCombie, Esquire, from McNees gave a summary on the two properties. Lot 4 has 99.4 acres and is zoned Industrial and Lot 2 has 25.2 acres and zoned Mixed Used 1. Lot 4 will have two warehouses, an A and B. One warehouse is Located in Carroll Township and the other one is in Franklin Township. All the warehouses will be used for storage of raw materials.

Elliot Shibley, RLA, from Integrated Consulting, stated the warehouses will have doors on just one side of the building and the other side of the building will be used for parking of vehicles. He talked about the lighting and no lighting will spill over into any existing properties.



**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 9 of 14**

Craig Mellott, P.E., from Traffic Planning and Design, Inc. – talked about the Traffic Impact Study. He stated that PennDOT required that ten intersections in the area be looked at for this Study. They are proposing a traffic signal at U. S. Rt. 15 and Glenwood Road for left and right turns. They are waiting to hear back from PennDOT to see if they would approve the signal.

**COMMISSIONERS  
AND PUBLIC  
COMMENTS**

Commissioner Sabia questioned if they looked at a service road.

Commissioner Reed questioned the proposed cul-de-sac at Glenwood Road and the Phase 1 Lot #4 access easement. He also questioned if satellite parking is for tractor trailer parking and lighting.

Commissioner Fiscus questioned the traffic study during peak time 1 hour in the morning and 1 hour in the afternoon. That is 300 give or take some trips during that hour, what about the rest of the day?

Brandon Slatt, Township Manager, questioned the satellite parking for Building B why it is so close to Golf Course Road.

Commissioner Zimmerman questioned if the tractor trailer parking is for all day long.

Commissioner Baker questioned the proposed road to service these warehouses if they will be turned over to the Township. What about the roundabout? He stated we can't put all of these trucks down through Dillsburg Borough.

Phillip Brath, Township Engineer, questioned the proposed Traffic Signal. We don't need another traffic signal on U.S. Rt. 15. What about doing an interchange instead. The proposed road doesn't seem to be set up for the Route 74 relocation that is being proposed by the Carroll Township Official Map. The setup is creating a dangerous condition for the children. This project is not a good thing for the Township. It has failed in every attempt. Mr. Brath asked Mr. Mellott to discuss the alternate routes that they propose for trucks to get to U.S. Route 15. Isn't it true that one of your alternate routes is through

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 10 of 14**

Dillsburg Borough on Rt. 74 and turn onto Harrisburg Street at the square to get to Rt. 15?

David Hazen – 2 Grandview Court – is concerned about the satellite tractor trailers so close to Golf Course Road. That is right across the street from his property. Is this parking just for trailers.

Christina Traugh – 517 Franklin Church Road – questioned if they talked to anyone from the Game Commission since State Game Land 243 is so close to this property.

Lloyd Simmons – 708 S. Baltimore Street – stated he lives beside this property. He would not sell to them. He is concerned about the water runoff. He questioned the height of the warehouses.

Hector Morales , Chief of Northern York County Fire Rescue, stated that in 2022 there were 100 accidents on U.S. Rt. 15. Sending the trucks through Dillsburg Borough is not a good idea.

CROSSROADS  
COMMERCIAL  
DEVELOPMENT LLC  
NBP PHASE 2,  
LOT 2  
CONDITONAL  
USE APPLICATION  
2023-002  
RECOMMEND  
DENIAL

It was moved by Commissioner McAneny, seconded by Commissioner Sabia, and unanimously carried to recommend to the Board of Supervisors to deny the Conditional Use Application 2023-002 for Crossroads Commercial Development, LLC, Northern Business Park (NBP) Phase 2 – Lot #2 based on Phillip Brath’s Comment Letter dated December 30, 2022 and inconsistent information on the Traffic Impact Study on how the truck traffic will exit and enter the property and the noise.

II. Zoning

1. The proposed use shall not substantially impair the integrity of the Township’s Comprehensive Plan. (§450-705.B(7)) The Township is currently in the process of amending the Official Map and Comprehensive plan regarding a transportation component which proposes an interchange on Route 15 within Carroll Township. This

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 11 of 14**

proposal is not consistent with the Township Transportation Plan.

2. The property shall have a minimum of 300' road frontage along an arterial / collector roadway. (§450-385.E) With this phase the lot is created an accessed to a "Proposed Private Access Drive" and not a collector public roadway. Verify the connector road will meet all PennDOT specifications for this classification of roadway.
3. Provide Traffic Impact Study (TIS) in accordance with 450-385.A(3). Proposed trip generation should be based on potential worst-case use. Distribution Center Use shall be considered;
  - a. The Applicant shall provide traffic studies, signage, ordinance language and traffic calming/directing features to prevent truck traffic from using roads that are not intended for truck traffic. The Applicant's traffic study shall address this issue and determine, with Township approval, which roads to provide protection.
4. For health, safety and welfare of the public (including students), vehicles accessing the site, and specifically trucks, should obtain direct access to Route 15. The development shall not be approved without viable access being provided such that Trucks do not need to use existing Route 74 through Dillsburg or past the School District campus (includes the high school, etc.) to access the warehouses.
5. Access drives shall be minimum of 28' wide (§435-385.G). West Access Drive shows as 24' wide;
6. Per Section 450-705.B(4) provide appropriate documentation from Utilities, Fire & EMS services of adequacies;
  - a. Fire and EMS services shall provide an analysis of their capacity to provide service to the site and facilities prior to conditional use approval.
  - b. Provide documentation that Dillsburg Area Authority is capable of accommodating water & Sewer needs of project. (450-209.C);
  - c. Provide documentation that the power company can accommodate the electrical needs of the project

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 12 of 14**

without construction of new substations or facilities outside of the Applicant's project area.

7. Area & Bulk Regulation Table must be revised for number 16 – Loading Berth reference should be 450-413.D(6) and Number 17 Loading Berth dimensions should reference 450-413.B(1). Use at top of table should indicate warehouse and distribution center;
8. Applicant request time extension of Section 450-705.F(1) from one(1) to three (3) years to obtain conditional use approval and other necessary municipal and outside agency approvals;
9. Application form additional requirements reflects ground floor plans which were not included with submission;
10. Narrative Section 450-416.H indicates that drainage and surfacing is depicted on site plan, however information not shown.
11. The earthen berm and screening details shall be provided depicting the necessary screening of existing residential uses. (§450-385.O) Berms shall be constructed, and screening installed along any part of the project such that existing residential homes are screened from parking and storage areas, as well as buildings, prior to occupancy of any warehouse structure.

**III. General Comments**

1. PennDOT HOP required for connector road onto and including improvements to South Baltimore Street (SR0194);
2. Conditional Use approval subject to approval of connector road by Carroll and Franklin Townships.
  - a. Approval for connector road through Franklin Township to Glenwood Road is required to isolate truck traffic away from the School District access.
  - b. Approval by Carroll Township should not occur prior to confirmation of connector road;
3. Access drives and cul-de-sacs must be constructed to standards of public street section (§435-41);
  - a. Applicant shall coordinate with the Township and PennDOT regarding site conditions and requirements for review in any way for geometry and also for the

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 13 of 14**

access drive connections that would require a HOP, since the connector road is ultimately going to be a State Route 74.

- b. Turning Lanes shall be provided for access drives into facilities.
  - c. This phase will include the collector road connection and a roundabout. This would effectively complete the truck route bypass of Dillsburg Borough. The Applicant should address provision of truck restriction signs through the Borough and a portion of Carroll and neighboring townships.
4. Label minimum right of way width for connector street. 60' required by ordinance. (§435-39.O) PennDOT may require additional ROW;
  5. Identify owner of 10" High Pressure Gas Line and provide copy of right of way agreement for and restriction on development adjacent to main;
  6. Lot #5 referenced in Narrative, Section B, Page 3, not shown on plans for reference;
  7. Plans must clearly reflect entire boundary of lands of applicant and which land is part of Conditional Use Application;
  8. Storage of unlicensed vehicles and trailers onsite is not permitted (§450-385.J). How does the Applicant intend on self-policing this requirement and what access does the Township have to enforce this requirement;
  9. Show "Man Door" access locations on Site Plan;
  10. Applicant must identify which alternative is desired for dedication of open space land for public use or fee-in-lieu (§435-69.B.1). Generally, the Township does not wish to accept land for parks and recreation in this area, however, the Applicant and the Township should consider dedication of open space adjacent to the school district athletic fields as an opportunity for shared use by the School District and Carroll Township.
  11. Provide name of owner of 10" High Pressure Gas Line and provide copy of 50' right of way agreement for possible use restrictions adjacent to right of way;
  12. Note that Lot No 2 does not currently exist. Conditional Use approval is based on Applicant providing compliant

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
JANUARY 26, 2023  
Page 14 of 14**

- Subdivision and Land Development Applications and gaining approval for development;
13. Provide proof of wetlands and mitigation for impacted area;
  14. Applicant advised of stormwater management requirements for both attenuation of peak discharges and water quality under townships MS4 program; Stream restoration projects would be encouraged.
  15. Narrative Report should address the need to contact Carroll Township of Hazardous Spill for compliance with MS4 requirements;
  16. Narrative Report, Section II D references a proposed Lot #3 which is not reflected of Conditional Use Plans.

**SET MEETING  
DATES AND TIMES  
FOR 2023**

It was moved by Commissioner Sabia, seconded by Commissioner Fiscus, and unanimously carried to set the meeting dates and time for 2023 as following:

The Carroll Township Planning Commission will meet the fourth Thursday of each month at 6:30 p.m. The meeting dates for 2023 are January 26, February 23, March 23, April 27, May 25, June 22, July 27, August 24, September 28, October 26, November 16 (Third Thursday), and December 14 (Second Thursday).

**ADJOURNMENT**

It was moved by Commissioner Sabia, seconded by Commissioner McAneny, and unanimously carried to adjourn the meeting at 8:02 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary