

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
MAY 22, 2025
Page 1 of 5**

ROLL CALL	<p>COMMISSIONERS – Jeremiah Jones, Ken Baker, Todd Ryan, Earnie Zimmerman, and Matthew McAneny</p> <p>ATTENDEES – Phillip Brath, P.E., Faye Romberger, Ken Farnier, Brandon Slatt, Township Manger, Sheila Covert, Jason Watkins, Matt Farnes, and Marc Genre</p> <p>Zoom Attendees – Borkenhagen, Michael Kiesinger, Peter Simone, Pankaj Jobanputra, and Frank Setlak</p>
CALL TO ORDER	<p>Vice-Chairman Zimmerman 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.</p>
PUBLIC COMMENTS	<p>Vice-Chairman Zimmerman called for public comments.</p> <p>There were no public comments.</p>
UPDATE ON THE COMPREHENSIVE PLAN	<p>Peter Simone and Pankaj Jobanputra from Simone Collins were on zoom tonight to give an update on the Comprehensive Plan for Carroll Township and Dillsburg Borough. He stated that the Plan went before York County Planning Commission in April 2025. They had some comments on the Zoning Map that will have to be fixed. Some of the headings he discussed and things to look into under each heading were: Land Use, Transportation, Housing, Economic Development, Open Space and Recreation, Community Facilities, Historical, and Natural Resources. The Southern Interchange is the Relocation of Rt. 74 York Road was discussed. There are two options available to relocate Rt. 74. The first option is called the Water Tower Option. This is the one that is being recommended. The second option is the Siddonsburg Road Option. The Relocation of Rt. 74 is the highest priority. The Northern Interchange is Rt. 15 and Ore Bank Road/Spring Lane Road.</p> <p>Commissioner McAneny stated that he feels the Township needs to establish a committee to make sure the Comprehensive Plan is being carried out.</p>

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
MAY 22, 2025
Page 2 of 5**

Commissioner Baker stated that the Municipalities are taking money away from the libraries. He also questioned where the Township is going to place curbs and sidewalks.

Commissioner Zimmerman questioned the revitalization of downtown Dillsburg. When are we going to stop doing this.

**APPROVAL OF THE
APRIL 24, 2025
MINUTES**

It was moved by Commissioner Baker, seconded by Commissioner Ryan, and unanimously carried to approve the April 24, 2025, Planning Commission Meeting Minutes as submitted.

**FINAL PLANS FOR
SHEETZ STORE
#413 REBUILD
RECOMMEND
CONDITIONAL
APPROVAL**

It was moved by Commissioner Ryan, seconded by Commissioner McAneny, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Final Land Development Plan for Sheetz Store #413 Rebuild at 493 U.S. Route 15 as per Philip Brath's Comment Letter date May 16, 2025:

II. Waivers

1. A Preliminary Plan is required for Land Development (§435-13.A) Applicant has requested a waiver.
2. Provide an existing resources and site analysis plan (§435-27.K). Applicant has requested a waiver.
3. Provide a preliminary resource impact and conservation plan (§435-27.L). Applicant has requested a waiver.
4. Access drives shall be rounded by a tangential arc with a minimum radius of 30'. (§435-41.A(3)(g)) Applicant has requested a waiver.
5. Curb reveal for commercial uses shall be 8". (§435-45.C.8(l)) Applicant has requested a waiver.
6. Sidewalk which is located along streets in ROW or access drives shall be located along the side(s) of the street upon which lots front and pedestrian traffic is anticipated (§435-45.B). Applicant has requested a waiver.
7. Street trees shall be provided along all road frontages (§435-52.D). Applicant has requested a waiver.

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
MAY 22, 2025
Page 3 of 5**

It was moved by Commissioner Ryan, seconded by Commissioner McAneny, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Final land Development Plan for Sheetz Store #413 Rebuild at 493 U.S. Route 15 contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated May 16, 2025:

III. Comments or Corrective Actions

1. Prior to approval of the plans, provide paper copies of E&S and PCSM plan sets to verify consistency with Land Development Plans.
2. A significant portion of the project is in Dillsburg Borough. Confirm Dillsburg Borough comments have been addressed and satisfied prior to Board approval of plan.
3. Prior to recording Final Plans, a separate and bound post construction Operation and Maintenance (PCSM O&M) program shall be provided with instructions for long term maintenance and cleaning of each type of BMP and include drawings of the structure(s). Provide one copy to the Township and one copy to the owner. (§428-11.F.(7)/§428-27)

IV. Outside Agency Approvals Required Prior to Recording the Plan

1. None

V. Administrative Comments Required Prior to Recording the Plan

1. Waivers Section shall be updated for requested waivers based on Boards action (§435-26.K) and action dates shall be added to the plan.
2. Financial Security for the completion of Public Improvements and Stormwater Management Facilities within the Township shall be provided prior to recording the Plan. (§ 435-72.B/428-22). We suggest that the

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
MAY 22, 2025
Page 4 of 5**

Township and Borough be a party of one financial security for the site.

3. Provide Developer's Agreement regarding the required improvements for Solicitor review and Township approval. (§435-36.J/435-72.B) We suggest that the Township and Borough be a party of one agreement.
4. The Stormwater O&M Agreement shall be executed. (§ 428-27)
5. All outstanding fees, including rec fees, must be paid prior to recording Plan. (§ 435-36.M/435- 27.D(8));
6. A construction inspection escrow must be established with Township (435-36.L).
7. All signatures and certifications must be provided and dated after last revision date of plans (§435- 28.B & C); (§ 435-24.E)
8. A digital set of the full LD Plan set, including E&S and PCSM plans shall be provided, with the final plans, prior to recording. We request a drawing file to be provided with the stormwater piping and outline of the basins for incorporation into the GIS system for MS4 compliance mapping. (§435- 14.K)

Commissioner Jones questioned if we wanted to consider a fee-in-lieu for the sidewalks or deferral option. He also questioned whether we wanted to widen Old Mill Road.

CONDITIONAL
USE APPLICATION
FOR RPM SIGNS
& LIGHTING FOR
A BILLBOARD SIGN
AT 425 RANGE END
ROAD
RECOMMEND
CONDITIONAL
APPROVAL

It was moved by Commissioner Ryan, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Conditional Use Application for RPM Signs and Lighting for a Billboard sign located on the Paxton property at 425 Range End Road contingent upon addressing all of the following comments in Brandon Slatt's Memo dated May 19, 2025:

I. Zoning Comments

1. Provide details and specifications for all signs located on the property. (§450-702.B.(1))
2. Show compliance with §450-421.F(2)(d)[1]. The allowable number of signs shall not exceed 2 per street

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
MAY 22, 2025
Page 5 of 5**

frontage. Unless existing signs are removed this requirement will not be met.

3. The billboard is required to be installed and maintained to meet all requirements for a digital sign listed in §450-422.
4. Billboard installation will require Building and Zoning Permits prior to construction.
5. Prior to issuance of approved building and zoning permits, the applicant must provide PennDOT approval for the installation of such billboard.

Marc Genre, RPM Signs and Lighting, stated the sign will be a 12 X 24 double sided sign so it can be seen if you are traveling North or South bound.

ADJOURNMENT

It was moved by Commissioner Ryan, seconded by Commissioner Baker, and unanimously carried to adjourn the meeting at 7:23 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary