

**CARROLL TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
SEPTEMBER 28, 2023  
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ROLL CALL	COMMISSIONERS – Jeremiah Jones, Chad Reed, Ken Baker, Vincent Sabia, and Matthew McAneny  ZOOM – Earnie Zimmerman  ATTENDEES – Phillip Brath, P.E., Faye Romberger, Jeff Shyk, David Schrader, and Steve Kirkpatrick
CALL TO ORDER	Chairman Reed called the regularly scheduled meeting of the Carroll Township Planning Commission to order at 6:35 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 AUGUST 23, 2023 MINUTES	It was moved by Commissioner Zimmerman, seconded by Commissioner Baker, and unanimously carried to approve the August 23, 2023, Planning Commission Meeting Minutes as submitted.
PRELIMINARY/ FINAL PLANS FOR MIXED-USE DEVELOPMENT 15 ORE BANK ROAD INCH’S PROPERTY RECOMMEND CONDITIONAL APPROVAL	It was moved by Commissioner Baker, seconded by Commissioner McAneny, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Preliminary/Final Subdivision and Land Development Mixed- Use Development at 15 Ore Bank Road – Inch’s Property as per Phillip Brath’s Draft Comment Letter dated September 28, 2023:  III. <b>Waivers:</b>  1. Waiver requests must identify specific sections and paragraphs for which relief requested i.e., Preliminary Plan Submission is §435-13.A. <b>Applicant requesting waiver from ordinance requirement;</b> 2. Park and Recreation Report must be prepared by a “Certified Park and Recreational Professional” (CPRP) (§435-37.D) <b>Applicant requesting waiver from ordinance requirement;</b>

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3. Plans must show the location of existing healthy trees with a caliper of six inches or more as measured at a height of 4.5 feet above existing grade (§435-25.F) **Applicant requesting waiver from ordinance requirement;**
4. Infiltration facilities shall be constructed a minimum distance of 20 feet from all structures and streets, or street right-of-way. §428-17.E(11)(j). **Applicant requesting modification from this ordinance requirement;**
5. The infiltration volume shall be stored to a depth of no more than 18 inches. (§428-17-E.12.a). **Applicant requesting waiver from ordinance requirement;**
6. The minimum slope within a basin shall be one-percent positive grade from the low-flow channel (§428-17.G.1(k)) **Applicant requesting waiver from ordinance requirement;** Lots 6, 7, 8 sheet 29 lower than 100'.
7. Plan shall not call for disturbance in the riparian buffer zone areas for streams and wetlands. (§428-19.A (1-5)) **Applicant requesting modification from Riparian Buffer Area 2 ordinance requirement.**

It was moved by Commissioner McAneny, seconded by Commissioner Sabia, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Preliminary/Final Subdivision and Land Development Mixed-Use Development at 15 Ore Bank Road – Inch's Property contingent upon addressing all of following comments in Phillip Brath's Draft Comment Letter dated September 28, 2023, the Dillsburg Area Authority comments and PennDOT comments on the Transportation Impact Study (TIS):

**II. Subdivision and Land Development (Chapter §435)**

1. Waiver Statement must be revised, upon action on the Request to Acknowledge the outcome of requested Waiver §435-26.O
2. Where the land included in application has utility lines within property, the applicant must submit copy of right of way agreement per §435-28.A
3. Provide approved sewer planning §4354-36.A

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4. Provide evidence that Dillsburg Area Authority (DAA) approval of sewer system capability to serve and approval of design §435-46.D
5. Provide evidence that Dillsburg Area authority (DAA) approval of water service capability to serve and approval of design. §435-47.E
6. Provide Community Association Document in accordance with §435-27.M
7. Board of Supervisors Preliminary Plan Approval statement must reflect Appendix #4 of Ordinance (§435-28.G). Statement provided does not reflect either preliminary or final plan statement from Appendix.
8. Street signs installed within the public right-of-way shall consist of square channel break-away style posts. (§435-39.L) Revise the sign post detail on sheet 53.
9. Lighting must be directed downward and inward without glare to adjacent properties or roadways. (§435-45.D & §450-403.C) The light standard on sheet 46 appears to provide uplighting and may not be acceptable. Verify all lighting is full cut-off and that it does not conflict with maximum color requirements in Chapter 405-403.C. Note option for restriction "Cut Off" Lighting on Detail.

**IV. Stormwater (Chapter 428)**

1. Stormwater reports shall be signed and sealed after final plan revision. Two complete final copies shall be provided to the Township prior to recording the plan. §428-17.A(2)
2. Provide Stormwater Management (PCSM) and E&S Plan to ascertain compliance with the Ordinance, prior to Final Plan approval.
3. Prior to approval of 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./§428-27)

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**V. General**

1. All Conditions of Conditional Use Approval must be satisfied.
2. Provide relocation agreement for Electric Easement for DB 1285 PG 2510.
3. Plan Title of Submission must be revised to reflect either "Preliminary" or "Final" based on action of board on request for waiver of "Preliminary Plan" requirements.
4. Provide written waiver per form from Appendix 6 for 428-17.G(1Xd) and 428-17.F(3);
5. Typical driveway apron detail must be revised to require only 2 - #5 rebars in depressed curb section at 3" below depressed curb section to accommodate tension stresses in section and extend back to fill section curb.
6. Final Plan comments are pending approval of Preliminary Plan.

**VI. Transportation Impact Study (Subdivision and Land Development – Chapter §435)**

1. Traffic Study Comments from our 06/13/2023 letter as outlined below will be addressed separately and shall be satisfied prior to plan approval.
  - a. We agree with PennDOT's review comments dated 4/12/2023.
  - b. As stated in PennDOT's review, significant LOS/delay degradation occurs at multiple approaches at the intersection of SR 0015/Ore Bank Road during various peak hours. Mitigation must be provided to address these drops in LOS or delay.
  - c. Queue analyses must be provided for existing conditions, opening year conditions, and for the build without improvements scenario for opening and design years.
  - d. Mitigation for increased queues must be provided (PennDOT comment 7).
  - e. As stated in the PennDOT review, the adaptive signal timings at the intersection of SR0015 Ore Bank Road should be addressed.

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- f. We are concerned that the curve radius in Ore Bank Road is sharpened. Please consider working with the project across Ore Bank to increase the radius and create a softer curve.
  - g. Additional details on Ore Bank Road are necessary, including cross-section. Ore Bank Road is designated as a Minor Collector. Please update drawings and design following PennDOT Design Manual 2 for a minor collector with three, four and five lanes through the appropriate portions of the frontage.
2. The Township shall address the round-about design and financial security associated with the improvement prior to approval of the plan.
  3. Additional comments may follow upon subsequent review of the revised Transportation Impact Study (TIS).

Commissioner Jones questioned if the walking path could be connected somehow using one of these lots 9 through 14.

The Commissioners were concerned about Lots 6, 7, and 8 as far as being allowed to have basements. This goes along with Waiver Request Number 6.

FINAL PLANS FOR  
CARROLL  
TOWNSHIP  
TOWNHOMES  
DILLSBURG LAND  
TABLED

It was moved by Commissioner McAneny, seconded by Commissioner Baker, and carried to table the review of the Final Subdivision and Land Development Plan for Carroll Township Townhomes – Dillsburg Land LLC until the October 26, 2023, Planning Commission Meeting.

Commissioner Jones abstained from the vote.

PRELIMINARY/  
FINAL PLANS FOR  
ALDI, INC  
TABLED

It was moved by Commissioner McAneny, seconded by Commissioner Sabia, and unanimously carried to table the review of the Preliminary/Final Land Development & Minor Subdivision for Aldi, Inc. (Pennsylvania) Proposed Aldi Food Market until the October 26, 2023, Planning Commission Meeting.

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It was moved by Commissioner Sabia, seconded by Commissioner Jones, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Preliminary/Final Land Development Plan Middle & Elementary School Campus Improvements for Northern York County School District as per Phillip Brath's Comment Letter dated September 27, 2023:

**V. Waivers**

1. A preliminary plan application is required. (Section 435-13) **The applicant has requested a waiver from ordinance requirement;**
2. This waiver was denied.
3. Provide Steep Slope Report (Section 435-27.H). **The applicant has requested a waiver from ordinance requirement;**
4. Provide Site Context Map (Section 435-27.J); **The applicant has requested a waiver from ordinance requirement;**
5. Provide Existing Recourse and Site Analysis Plan (Section 435-27.K) **The applicant has requested a waiver from ordinance requirement;**
6. Provide Preliminary Resource Impact and Conservation Plan (Section 435-27.L); **The applicant has requested a waiver from ordinance requirement;**
7. Provide location and description of existing lot line markers and monuments along perimeter for the entire existing property (Section 435-25.C); **The applicant has requested a waiver from ordinance requirement.**

It was moved by Commissioner Sabia, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to deny waiver request number 2 for the Preliminary/Final Land Development Plan Middle & Elementary School Campus Improvements for Northern York County School District as per Phillip Brath's Comment Letter dated September 27, 2023 pertaining to provide Traffic Impact Study (Section 435-22).

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- a. 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 Township should consider the needed ROW for Harrisburg Street.
- b. The existing traffic signal set has an existing Level of Service failure at the High School highlighted by a traffic study for a nearby development. The Township will share the data for review. We understand that new traffic patterns have not been fully determined and will be fluid as the students, teachers, and bus drivers learn the new patterns for parking and dropping off students. We recommend as a minimum that the School District prepare a plan to retime the lights after school starts and new traffic patterns are established. We also have cue length concerns.

It was moved by Commissioner McAneny, seconded by Commissioner Sabia, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Preliminary/Final Land Development Plan Middle & Elementary School Campus Improvements for Northern York County School District contingent upon addressing all of the following comments in as Phillip Brath's Comment Letter dated September 27, 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.

**III. Land Development (Ordinance No. 2018-242)**

1. Provide written notice of approval from York County Conservation District. (Section 435-36.O);
2. Provide Existing and Proposed 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.
- 3. All outstanding fees must be paid prior to recording Plan. (Section 435-36.M)
- 4. Certificate of Ownership must executed & dated after last revision date on plan (Section 435-28.C);
- 5. Carroll Township Board approval must reflect updated Appendix 4 (Section 435-28.G);
- 6. Confirm that all clear sight triangles shall be free from structures, plantings, or other obstructions that would obscure the vision of a motorist within these areas (Section 435-39.R(6));
- 7. Waivers requested must all be submitted on a Request Form (Section 435-28.I).

**IV. Stormwater Management (Ordinance No. 2011-216)**

- 1. SWM Report – Dewatering Time Calculation. BMP1 indicates a 2-year infiltration dewatering time of 44.19 hours for a volume of 4017 cu.ft. However, runoff volume calculations and PA DEP calculation sheets indicate a volume of 9995 cu.ft. Provide Documentation to support the dewatering volume of 4017 cu.ft.
- 2. SWM Report is to be signed and sealed. (Section 428-17.A.2) Submit one final copy to the Township prior to recording the plan.



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AMENDMENT TO  
SUBDIVISION  
ORDINANCE TO  
NOTIFY PROPERTY  
OWNERS OF A  
PROPOSED  
SUBDIVISION

The proposed Subdivision and Land Development Amendment for Notification of Surrounding Property Owners of a proposed subdivision plan was given to the Commissioners to review and comments for the October 26, 2023 Planning Commission Meeting.

CONDITIONAL USE  
APPLICATIONS

The Commissioners were giving copies of two Conditional Use Applications for review and to make comments and recommendation to the Board of Supervisors at the October 26, 2023 Planning Commission Meeting. The Applications were:

- a. Conditional Use Application 2023-003 for York Land Development LLC./Conditional Use Application – 941 York Road, Dillsburg, PA – Warehouse
- b. Conditional Use Application 2023-04 for SDKM Dillsburg Land, LLC/Conditional Use Application – Logistics Center for Lot #1 of Northern Business Park - Warehouses

ADJOURNMENT

It was moved by Commissioner Sabia, seconded by Commissioner McAneny, and unanimously carried to adjourn the meeting at 9:10 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary