

Hamiltonban Township Planning Commission
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Meeting
March 24, 2009

Planning Commission Members Present: Chairman Pam Wiehagen, Vice-Chairman Stephen Jacobs, Secretary Doreen Premo, Russell Ryan and William Shriner.

Board of Supervisors Present: Chairman Robert Gordon and Police Coordinator Coleen Reamer.

Others Present: Tim Cormany from Martin and Martin, Inc., Officer Juanita Larmer, and Amy Harbaugh, Recorder.

Public Present: Bob Costello and Jim Watson (Liberty Worship), and Mr. James Regnier, (JJR Holdings).

Chairman Pam Wiehagen called the meeting to order at 7:31 PM.

AGENDA APPROVAL: Chairman Wiehagen asked for additions or corrections to the agenda. There were a couple of suggestions offered, and then Mrs. Wiehagen made the motion to approve the March 24, 2009 agenda, seconded by Mr. Shriner. The Planning Commission unanimously approved this motion.

PUBLIC COMMENT: Added Mr. Regnier (JJR Holdings) as (d.) under New Business.

APPROVAL OF MINUTES: Chairman Wiehagen asked for corrections or comments on the February 24, 2009 minutes. There being none offered, Mr. Rusty Ryan made the motion to approve the February 24, 2009 minutes, seconded by Mr. Shriner. The Planning Commission unanimously approved this motion.

OLD BUSINESS:

- **Liberty Worship Center:** Bob Costello and Jim Watson were present to represent the plan this month. Mr. Watson presented the Commission members with a small sketch of the revision to drainage required by Deb Nizer of the Army Corps Of Engineers. Liberty Worship Center will need to make the berm of the stormwater basin pond skinnier so that it does not impact the wetland area. The changes should not impact the building or the parking lot. Deb Nizer will redo her letter with some small changes concerning dates, and then resubmit her comments. They then requested the PC approve their plan for the church with conditions. Tim Cormany of Martin and Martin, Inc. stated that the following issues need to be addressed: the calculations and elevations will need to be redone and resubmitted to the Adams County Conservation District and added to the plans after this agency's approval, the driveway layout changes need to be added to the plans, an easement for a future walkway needs to be added to the plans, the signed Right-of-way Easement and Driveway Agreement for the purpose of sharing the use of the driveway

and construction/maintenance costs of the driveway with Hamiltonban Township needs to be finalized, bonding needs to be secured, DEP approval is needed, and then Liberty Worship Center will need to submit a new set of plans to the Township. Mr. Ryan commented that Liberty Worship Center will need to make changes to the proposed ballfield location or remove it from the plans per the Adams County Conservation District. Tim Cormany stated that the changes needed to the plan for conditional approval are minor. Mr. Ryan stated that the changes needed for the Adams County Conservation District approval are also minor, and he should be able to send an e-mail to that effect to the Hamiltonban Township Secretary, Luanne Dille. There was discussion about the above changes.

Chairman Wiehagen made a motion to recommend the BOS make a conditional approval of the Liberty Worship Center preliminary/final plans upon the nine conditions listed on the Martin and Martin, Inc. letter dated 11-24-08, the easement for the future sidewalk added, the review by the Township Engineer of the wetland/new pond configuration, assuring that the utilities have been moved out of the pavement area of the driveway, the signed Right-of-way Easement and Driveway Agreement for the purpose of sharing the use of the driveway and construction/maintenance costs of the driveway with Hamiltonban Township be finalized, and bonding secured, seconded by Secretary Premo. The Planning Commission unanimously approved this motion.

- **Fairfield Municipal Authority:** FMA has sent a request dated March 11, 2009 to the PA Dept. of Environmental Protection (DEP) for an extension of time until August 31, 2009 to complete their testing. They are waiting for adequate precipitation to conduct the assessment properly.
- **Old Orchard Farm (GOIG):** There was no one present to represent the plan this month. The DEP (report dated March 2, 2009) has approved the Planning Module for Land Development with two (2) conditions. The Township SEO may proceed with permitting. If there are any wetlands, the firm will need to obtain an encroachment permit. There is no action required by the Planning Commission tonight.
- **Fairfield Market:** Due to insurmountable problems with the final acquisition of the land, inability to secure sewage capacity, traffic concerns and other issues, the lawyers from Mette, Evans & Woodside (Atty. Charles Zwally) sent the township a letter dated March 24, 2009 terminating the application for the land development plan. There is no action required by the Planning Commission.

Revised Sign Ordinance: Mr. Shriner commented that he looked over the new sign ordinance information and did not have any changes. Secretary Doreen Premo stated that Supervisor Dale Premo has revised Bulletin Board signs from 450 square feet down to 250 sq. ft. (see page 14 of proposed revised sign ordinance). Tim Cormany referred to an e-mail from him dated March 5, 2009 with four comments about the signs. There was a discussion about the four comments. Following is the outcome of the discussion:

1. Section 309-116 General Regulations, A-Permits Required, Number 4 (page 4) – There will be no exemptions. Take off Number 4.
2. Section 309-119 Signs Authorized in Commercial and Industrial Districts, E-Projection Signs (page 16) – Remove this section and add Projection Signs to 309-116 General Regulations, B-Prohibited or restricted signs, Number 20 (page 5).
3. Section 309-120 Billboards, C-Construction Methods, Number 5 (page 14)- Take off Number 5.
4. Section 309-120 Billboards, B-Size and Dimensions (page 14)-Change size from 450 square feet to 250 square feet (as mentioned above).

Mr. Ryan had a question about section 309-120 Billboards (see page 13 of proposed revised sign ordinance). He questioned why billboards are only permitted in commercial or industrial districts. Tim Cormany responded that our current ordinance is written this way. Mr. Ryan also asked about section 309-117 Signs Authorized in All Zoning Districts, Letter I-Agricultural/Farm Produce or Livestock Signs, Number (4) (see page 9 of proposed revised sign ordinance). He had an original sign that was 5' x 4' or 20 square feet that was damaged by a car accident. He wanted to know if he could replace the sign with the same size or if he needed to follow the size in the proposed sign ordinance, 3' x 4' or 12 square feet. He was told his sign can be grandfathered in, and he can replace the sign with what he already had, 5' x 4' or 20 square feet. Mr. Ryan also had a question about Section 309-117 Signs Authorized in All Zoning Districts, Letter I-Agricultural/Farm Produce or Livestock Signs, Number (5) (see page 9 of proposed revised sign ordinance). He wanted to know if he could leave his sign up all year. There was discussion, and the Planning Commission is going to recommend removing I-Number (5). Officer Larmer asked if the revised ordinance included information about lighting requirements, and she was informed that it does.

There were no further comments from PC members on this Ordinance. A motion to send the proposed Ordinance as revised on March 24, 2009 to the BOS for their review and discussion, then to the Code Enforcement Officer and Township Solicitor Battersby for their review and then to be advertised was made by the Chairman and seconded by Vice-Chairman Jacobs. The Planning Commission unanimously approved this motion.

NEW BUSINESS:

- **Township facilities sketch plan:** Tim Cormany of Martin and Martin, Inc stated that there wasn't any new information tonight. He received a letter from the PA Game Commission stating that there are no endangered species in the area where the facility will be built. The township has not paid for any EDU's yet, but will need one EDU for the new township facility. Tim Cormany will try to have something ready by 21 days before the next Planning Commission meeting.
- **BOS Work Plan for 2009:** The Planning Commission approved the revised Sign Ordinance and passed a motion to move the revised Sign Ordinance on to the BOS at tonight's meeting. Supervisor Chairman Gordon would like the Planning Commission to review the SALDO Subdivision and Building Permit Fees next. Secretary Premo stated

that UCC Inspector/Zoning Officer Wilbur Slothour will be getting copies of fees from other townships for the PC to use. He will also look over our current Road Occupancy, Nuisance, Animal and Junk Car Ordinances and gather information. Secretary Premo will e-mail Mr. Slothour. If the information is gathered and ready by the next Planning Commission meeting, the Planning Commission will discuss the information at that time.

- Two PC members, Pam Wiehagen and Doreen Premo, attended a workshop on Mar. 19 in Carlisle, PA on the Duties of the Planning Commission. They will provide a report to the full Planning Commission at the April meeting and forward it on to the Board.
- **James Regnier (JJR Holdings):** Mr. Regnier was present to discuss his sketch plan for remodeling the house on Fairfield Road formerly known as Trish's Treasures. He had a photocopy of the new layout of the apartments. He is downsizing the number of units and is not going to have a Commercial area. There will now be only five apartment units. He received approval for the necessary EDU's on March 11, 2008 (Permit #319-F). He will be making interior changes only per Chairman Wiehagen. He also has added on a deck and outside stairs. There was a question as to whether the stairs had to be metal. UCC Inspector/Zoning Officer Slothour has permitted the wooden stairs. He also has ample parking since he downsized. Officer Larmer asked if the garage is used for storage. If so, he must meet all fire standards for the garage/apartments. Chairman Wiehagen asked if the business sign should be removed. Secretary Premo will contact Mr. Slothour about the sign. Tim Cormany of Martin and Martin, Inc. stated that if anything changes about his plans, he should contact the Planning Commission. There is no action required by the Planning Commission tonight.

OTHER:

- **Engineer's Report:** Tim Cormany from Martin and Martin, Inc. said he had nothing more to add tonight.
- The next Planning Commission meeting is April 28, 2009 at 7:30 PM.

PUBLIC COMMENT: None.

ADJOURN: At 9:05 PM Chairman Wiehagen made the motion to adjourn the meeting, seconded by Mr. Shriner. The Planning Commission unanimously approved this motion.

Respectfully prepared by Amy Harbaugh,
Recorder

Respectfully submitted by Doreen Premo,
Planning Commission Secretary