

Hamiltonban Township Planning & Zoning Commission
23 Carrolls Tract Road, Fairfield, PA 17320

January 24, 2012

Commission Members Present: Chairman Russell Ryan, Vice Chairman Stephen Jacobs, Secretary Doreen Premo, William Shriner and Michael Pastovic. Quorum present.

Staff/Consultants Present: Rob Thaeler from ACOPD, Township Planning Consultant and Jason Reichard, Township Engineer.

Developers and/or Representatives Present: R. Lee Royer, Surveyor.

Public Present: Robert Gordon, Supervisor.

The January meeting was held in two parts. The first part was the 2012 Reorganization Meeting to elect officers for the coming year. The second part comprised the regular monthly meeting.

Reorganization Meeting

At 7:00 PM, Chairman Russell Ryan called the reorganization meeting to order.

Nominations and voting on Officers yielded the following results:

Russell (Rusty) Ryan was nominated for the **Chairman** position upon motion of Doreen Premo, seconded by Michael (Mike) Pastovic. The motion passed unanimously.

Stephen (Steve) Jacobs was nominated for the **Vice Chairman** position upon motion of Doreen Premo, seconded by Russell Ryan. The motion passed unanimously.

Doreen Premo was nominated for the **Secretary** position upon motion of Steve Jacobs, seconded by Mike Pastovic. The motion passed unanimously.

The Reorganization Meeting adjourned at 7:03 upon motion of Mike Pastovic, seconded by Rusty Ryan. Motion passed unanimously.

Regular Meeting

The meeting was called to order at 7:04 PM by Chairman Ryan.

Chairman Rusty Ryan asked if there were changes to the agenda. There being none, it stood as submitted. Rusty then called for a motion to approve the December 27, 2011 minutes, pending any additions or corrections. There being no changes, Steve Jacobs so motioned, and Michael Pastovic seconded. The motion carried unanimously. The minutes will be forwarded to the Webmaster for inclusion on the Township webpage.

There was no public comment at this juncture.

Plans:

Current Plans:

David and Kathleen Hill Land Subdivision/Addition Preliminary/Final Plan. Purpose: To subdivide off and to transfer ownership of a section of the Hill's land to the adjoining property owned by Shirley Tannenbaum. Mr. R. Lee Royer, Surveyor/Engineer attended the

meeting as the Hill's representative. This was the first meeting to review this plan, and the clock started with this meeting. The allotted 62 review days for the Commission expire on March 26, one day short of the March PZ&C meeting. Therefore, the PZ&C recommendation will be due February 28. Discussion was held on various items of concern to the Commission. One item was a discrepancy with the address. On the plan, the address was stated to be 160 Trinity Acres Lane Extended. Research on the County GIS interactive maps turned up an address for this property of 2075 Newman Road. The Secretary, Doreen Premo, will contact Rick Hise at the Adams County Mapping Office to verify the correct address. Another item that was pointed out was the missing Agricultural Disclaimer note that is required on all plans approved by this Township. We will further discuss this plan at the February meeting once we have received the official reports from the Township Engineer and the Township Planner. If the reports reveal further problems that are not corrected with a revised plan in the interim, we may need to request the developer grant a time extension.

The Hills have requested a Planning Waiver and Non-building Declaration for this land transfer as there are no plans to build on this section of land. After discussion, the P&ZC decided to make the following motion:

The Planning and Zoning Commission recommends the Board of Supervisors authorize the P&ZC Secretary and the Municipal Secretary to sign the Planning Waiver and Non-building Declaration for the David and Kathleen Hill Land Subdivision/Addition Preliminary/Final Plan. Mike Pastovic so motioned, Steve Jacobs seconded, and the motion carried unanimously.

Mr. Royer would also prefer to receive a modification of the SALDO requirement for using 10 foot topography lines on the plan. He was instructed to send in a formal request for release from this requirement. He also will provide the Township with a copy of the Tannenbaum and Swope deed as the subdivided land will be added to this property. Mr. Royer left at 7:47 PM.

Pending Plans:

a. **Iron Springs Plaza Subdivision and Land Development Preliminary Plan.** Purpose: To build a supermarket & other retail development. The Planning and Zoning Commission recommended the Board of Supervisors grant this plan approval with the conditions as stated in the October 24, 2011 letter from the Township Engineer, Jason Reichard. The progress of the plan will continue to be monitored in the Minutes of this commission until the plan is finalized. **New Information:**

- A letter dated January 18, 2012 from PennDOT (Mr. Jason C. *illegible* on behalf of Stephen J. Grimme, P.E., Acting District Executive) stating that PennDOT has reviewed the revised Transportation Impact Study dated January 9, 2012 and has found the study to be acceptable.
- A letter titled "Drainage Pipe Outfalls – General Permit Application for Water Obstructions & Encroachments" dated December 15, 2011 as part of the revised TIS received by the Township on December 19, 2011 from Robert Sharrah of Sharrah Design Group, Inc. on behalf of the developer, Mr. David Sites, indicates that he has submitted a proposal to DEP for an outfall permit for the pipe necessary to carry stormwater runoff from the lot to be developed into the proposed pipe to pass under

Rt. 116 and then between two residential properties and through the Fairfield Union Cemetery property and the Fairfield Municipal Authority to an unnamed tributary to Toms Creek to where the water will discharge and run into the creek.

b. Orchard Estates Subdivision Land Development Preliminary/Final: On hold until future notice by the developers, Mr. & Mrs. John & Kathe Baker.

c. Strawberry Hill Nature Preserve Conceptual Master Site Plan. On hold until future notice by developer.

Old Business:

SALDO: The SALDO revision is under review by the Township Engineer. We began discussion on the Zoning revision as requested by the Board of Supervisors. Our discussion covered a variety of items submitted by Board members, Planning and Zoning Commission members and the Zoning and Building Officer. The Township Planner will be conducting the physical revision.

New Business: The 2012 Plan Submission Calendar (includes 2012 PC meeting dates) was discussed. Secretary Premo will present this to the Board of Supervisors at their next meeting with a request to include it on the Township's website as an aid to developers seeking to submit plans to the P&ZC on time.

Township Planner's Report: Comments provided during the meeting.

Township Engineer's Report: Comments provided during the meeting.

Public Comment: None.

Township Meetings: The following public meetings will be held at the Township Office at 23 Carrolls Tract Rd. at the local prevailing time of 7:00 PM.

- a. BOS Workshop – January 26, 2012.
- b. BOS Regular – February 7, 2012.
- c. Recreation and Parks Meeting – February 8, 2012.
- d. BOS Workshop – February 23, 2012.
- e. Planning Commission – February 28, 2012.

Other Public Meetings and Important Dates: None at this time.

Adjourn: The meeting was adjourned at 7:57 PM upon motion by Bill Shriner and seconded by Michael Pastovic. The motion carried unanimously.

Respectfully submitted,

Doreen C. Premo, Commissioner/Secretary
Planning & Zoning Commission