

Hamiltonban Township Planning & Zoning Commission

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

May 26, 2015

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

Commission Members Present: Chairman Russell Ryan, John Iaea, and David Peters. William Shriner and Steve Jacobs were excused. There was a quorum.

Staff/Consultants Present: Rob Thaeler of the Adams County Office of Planning and Development, Township Planning Consultant was present. Jason Reichard of C.S. Davidson, Inc., Township Engineer was excused.

Board of Supervisors Present: None.

Public Present: None.

Approval of the Agenda: The Commission approved the Agenda by consent.

Approval of the Minutes: John Iaea motioned to approve the April 28, 2015 meeting minutes as written. Chairman Ryan seconded. The motion carried unanimously.

Public Comment: None.

Plans:

- a. **Carmel of Jesus, Mary and Joseph:** Although there were no applicants present, a discussion was held concerning the current deadline for a decision since preliminary subdivision plans were submitted on January 19 and the township received a request for a 60 day extension on March 23. Rob Thaeler said he believes the current deadline would be 150 days (90 days plus the 60 day extension) from the first Commission meeting after the preliminary plans were submitted (January 27th) which would be June 26 but advised that we should confirm his understanding with the Township Secretary. Chairman Ryan said he would do so. Also, Rob said it would be prudent to contact the applicants and advise them to request another extension since without another extension the only option the Supervisors will have on June 26 will be to deny the application because there is not sufficient information to approve it.
- b. **Iron Springs Plaza:** Since no action was needed at this time there was no discussion.

New/Old Business:

- a. **Zoning Revision Discussion:** Rob said he made some additional progress on the revised zoning, particularly on the parking and general provision sections, and is currently researching other county planning agency's model language on requirements on riparian buffers when a property changes use. He did not bring any handouts and with two

Commissioners absent it was decided to table any further zoning revision discussion. Rob said he aims to have all the revised zoning completed except the sign section for the next Planning Commission meeting.

Township Planner's Report: Rob said he had no comments but was asked a general question about how the Township can ensure completion of approved subdivision plans. He said the Planning Commission had no authority in that regard, but the Supervisors had the right and responsibility to require bonding for required improvements and support infrastructure such as storm water management facilities, roads, landscaping, etc. However, the Township could not require bonding for approved buildings, only required improvements and support infrastructure.

Township Engineer's Report: None.

Township Meeting Dates: 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. Board of Supervisors Workshop - May 28, 2015.
- B. Board of Supervisors - June 2, 2015.
- C. Recreation and Parks - June 9, 2015.
- D. Planning Commission - June 23, 2015.

Adjournment: At 7:24 PM Dave Peters motioned to adjourn the meeting. John Iaea seconded. The motion carried unanimously.

Respectfully submitted,

David Peters
Township Planning & Zoning Commission Secretary