

Hamiltonban Township Planning & Zoning Commission

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

July 28, 2015

At 7:00 PM Chairman Russell Ryan called the meeting to order. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Commission Members Present: Chairman Russell Ryan, Steve Jacobs, William Shriner, John Iaea, and David Peters were present. Since all Commissioners were present 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 from the meeting.

Board of Supervisors Present: None.

Public Present: None.

Approval of the Agenda: The Commission unanimously approved the Agenda.

Approval of the Minutes: John Iaea motioned to approve the June 23, 2015 meeting minutes. William Shriner seconded. The motion carried unanimously.

Public Comment: None.

Plans:

- a. **Carmel of Jesus, Mary and Joseph:** No action was needed because the BOS conditionally approved the plan on July 7, 2015. There was no discussion.
- b. **Iron Springs Plaza:** Since no action was needed at this time there was no discussion.

New/Old Business:

- a. **Zoning Revision Discussion:** Rob Thaeler provided each of the five Commissioners with a copy of his latest version of the proposed new Hamiltonban Township Zoning Ordinance which he described as 95% to 98% complete. Rob noted that the latest version has the parking and sign sections completed and the section on standards of use is nearly complete. Because he hopes to complete the proposed zoning ordinance before the next PC meeting, Rob requested that the Commissioners read the proposed ordinance for discussion at the September meeting. Rob said that he will assist the Commission in preparing a map of the township showing the locations of the ten proposed zoning districts and the airport and floodplain overlays. The proposed ordinance is then composed of the written section together with the accompanying township map.

In response to questions about the process after the Commission accepts and approves the proposed zoning ordinance, Rob said the Commission should recommend to the Supervisors that the Zoning Officer, Solicitor, and possibly the Zoning Review Board review the draft ordinance. With any adjustments they may suggest, the Commission would recommend to the Supervisors that the adoption process begin. With the Supervisors' approval to begin, the Commission must hold a public meeting to present the proposed ordinance. After the Commission's public meeting and taking into account public comments it must decide whether to make adjustments to either the ordinance text or map. The Commission will then recommend that the Supervisors hold a public hearing with any text or map changes it may advise.

Township Planner's Report: None was given.

Township Engineer's Report: None was given.

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00 PM at 23 Carrolls Tract Road, Fairfield, PA. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door.

- A. Board of Supervisors Workshop - July 30, 2015.
- B. Board of Supervisors - August 4, 2015
- C. Recreation and Parks - August 11, 2015.
- D. Planning Commission - August 25, 2015.

Adjournment: At 7:32 PM William Shriner motioned to adjourn the meeting. Steve Jacobs seconded. The motion carried unanimously.

Respectfully submitted,

David Peters
Township Planning & Zoning Commission Secretary