

## Hamiltonban Township Planning & Zoning Commission

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

December 20, 2016

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, Eugene Starbuck, Steve Jacobs, John Iaea and David Peters 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. Fred Heerbrandt of Wm. F. Hill & Associates, Township Engineering Consultant, was excused.

**Board of Supervisors Present:** No Supervisors were present.

**Public Present:** David Baker was in attendance.

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

**Approval of the Minutes:** Gene Starbuck motioned to approve the October 25, 2016 meeting minutes as presented. Steve Jacobs seconded. The motion was passed. The Planning Commission meeting scheduled for November 15 was cancelled so there were no November minutes to approve.

**Public Comment:** David Baker asked the Planning Commission for advice in proceeding to subdivide a one acre lot from a larger parcel currently zoned R1 off Baker Road near the Franklin County line. Mr. Baker said he has already had the land perc tested but wanted to talk to the Planning Commission before proceeding further. Mr. Baker provided the Commission with a GIS Map and a sketch of the property. The most notable issue was that the property to be subdivided did not have any road frontage and Mr. Baker explained that he would obtain a right-of-way through an adjoining property about 40 feet long to access Baker Road. Rob advised that the township Subdivision Ordinance requires all new lots to have road frontage and explained to Mr. Baker that he would need to request in writing a modification of the Subdivision Ordinance from the Supervisors. The Planning Commission told Mr. Baker informally that when a preliminary plan was submitted they would recommend a modification for the land-locked subdivision to the Supervisors. Mr. Baker said he would proceed with a survey and attempt to submit a preliminary plan to the Commission in time for their January 2017 meeting and left at 7:17.

### Plans:

**a. Adams Electric Coop - Fairfield Substation Land Development Plan - Fairfield Station Road:** No action was needed at this time since no additional information has been received from the applicant following the granting of Land Development Waiver until August 23, 2017.

**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 has made significant progress incorporating Conservation by Design into the Single Family Residential district (Article VIII). He added that he hopes to have a fresh hard copy of the proposed zoning ordinance by the second half of January, well in advance of the joint workshop scheduled for February 27.

**b. Schedule Planning Commission meetings for 2017:** Gene Starbuck made a motion to schedule all the Planning Commission meeting dates for the fourth Tuesday of each month with the singular exception of the December meeting which will be held instead on the third Tuesday (December 19). Dave Peters seconded the motion which then passed unanimously.

Thus the dates for the Planning Commission meetings for 2017 will be: January 24, February 28, March 28, April 25, May 23, June 27, July 25, August 22, September 26, October 24, November 28, and December 19.

**Township Planner's Report:** Rob said that it looks like the funding packages from the County for the township municipal park are coming together.

**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 - December 21, 2016.
- B. Board of Supervisors - January 3, 2017.
- C. Recreation and Parks - January 11, 2017.
- D. Planning Commission - January 24, 2017
- E. Joint Zoning Ordinance Workshop with PC & BOS - February 27, 2017.

**Adjournment:** At 7:40 PM Steve Jacobs motioned to adjourn the meeting. Gene Starbuck seconded. The meeting was adjourned.

Respectfully submitted,

David Peters  
Hamiltonban Township Planning & Zoning Commission Secretary