

## Hamiltonban Township Planning & Zoning Commission

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

May 24, 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:** Russell Ryan, Steve Jacobs, Eugene Starbuck, and John Iaea. David Peters was excused from the meeting. There was a quorum.

**Staff/Consultants Present:** Erik Vranich of Wm. F. Hill & Associates. (Sitting in for Township Engineer Fred Heerbrandt)

**Public Present:** Teresa Scripture representing the Hamiltonban Township and Fairfield Borough Joint Parks and Recreation Commission (JPRC); Dale and Janice McGlaughlin; Tom and Alice Bream; Rick Myers of William Brindle Associates; Bob Sharrah of Sharrah Design Group; and John Messeder of the *Gettysburg Times*.

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

**Approval of the Minutes:** Gene Starbuck motioned to approve the April 19, 2016 meeting minutes. Steve Jacobs seconded. The motion carried unanimously.

**Public Comment:** Prior to the meeting the JPRC submitted a letter to the Planning Commission for their consideration. Ms. Scripture summarized the letter by stating that the JPRC has received a \$53,000 grant from DCNR to begin the first stage of the community park at 4020 Bullfrog Road which includes a pavilion, playground area and walking trail. The JPRC is requesting that construction drawings be accepted in lieu of a land development plan. The requirement to submit both a land development plan and construction drawings is an unnecessary duplication. Mr. Vranich questioned whether a land development plan would be required based on the definition in the SALDO which states: *The addition of an accessory building, including farm buildings, on a lot or lots subordinate to an existing principal building, shall not constitute "land development" as defined, unless otherwise specified herein.* If the pavilion is considered an accessory building to the existing municipal use/building, then a land development plan may not be needed. Rusty Ryan motioned to support the JPRC's request for a waiver to not require a land development plan as long as the accessory building (pavilion) is consistent with the SALDO and recommend to the Board of Supervisors the same. Steve Jacobs seconded. The motion carried unanimously.

**Plans:**

a. **Kathlyn Kauffman Estate Minor Subdivision - 4445 Cold Springs Road:** Mr. Myers presented revised drawings acknowledging the Township Engineer's comments of his letter dated May 10, 2016. A request for a Planning Waiver and Non-Building Declaration and comments from Gil Picarelli, Township Sewer Enforcement Officer (SEO), regarding this request was submitted to the Commission prior to the meeting. The plan shows the use of a privy for the sewage needs, as well as, a well. The Department of Environmental Protection (DEP) allows for the use of a pit privy so long as there is no water under pressure inside the home. Appropriate sewage testing is needed before the SEO will sign off on the waiver. Also, the proposed lot has no road frontage and is accessed by an existing private lane that is not listed in Township Resolution 2008-15: Classification of Private Roads in Hamiltonban Township. The Plan has a note listed that addresses this matter. As recommended by Mr. Vranich, Rusty Ryan motioned to approve the subdivision on the contingency that the sewage issue is resolved with the SEO and to recommend to the Board of Supervisors do the same. Gene Starbuck seconded. The motion carried unanimously.

b. **Freda Foth Minor Subdivision for Lot Addition - 308 Knox Road:** It was noted that the bulk of the lot sits in Highland Township. As recommended by Mr. Vrancih, Rusty Ryan motioned to approve and sign the DEP Request for Planning Waiver and Non-building Declaration, and to recommend to the Board of Supervisors to do the same. Steve Jacobs seconded. The motion carried unanimously. Rusty Ryan motioned to conditionally approve the lot addition based on the completion of outstanding comments listed in the May 10, 2016 comment letter from Wm. F. Hill & Assoc., Inc. Steve Jacobs seconded. The motion carried unanimously.

c. **Carroll Valley Farm Minor Subdivision:** Since no action was needed at this time there was no discussion.

d. **Iron Springs Plaza:** Since no action was needed at this time there was no discussion.

**New/Old Business:**

a. **Conservation Fund Letter:** Prior to the meeting, the Conservation Fund submitted a letter to the Planning Commission asking for their support with an application to the PA DCNR Community Partnership Program 2016 grant cycle for a acquisition project involving 484 acres located on the property of the Strawberry Hill Nature Preserve in Hamiltonban Township. This proposed project will protect the headwaters of Swamp Creek and provide educational opportunities. The 484 acres would become part of the Michaux State Forest. John Iaea motioned to acknowledge and support this project. Gene Starbuck seconded. The motion carried unanimously.

b. **Zoning Hearing Application for 412 Fairfield Station Road:** Mr. McGlaughlin explained that his property is a corner lot and that he would like to place a shed just to the side and in front of his house by the driveway turnaround. The Commission reviewed the Zoning Ordinance. Gene Starbuck motioned to recommend approval of the variance request based on Section 300.D of the Zoning Ordinance is appropriate and to recommend the same to the Zoning Hearing Board. Steve Jacobs seconded. The motion carried unanimously.

c. **Zoning Revision Discussion:** No discussion.

**Public Comment:** Mrs. Bream stated that her and her husband own the property at 1694 Carrolls Tract Road and would like to sell individually the two tracts of land that are listed separately on their deed. One of the lots is vacant and the other lot has a house on it. Mr. Vranich stated that tracts can be looked at in two ways, 1) tracts are treated as lots and can be sold individually with no further action, or 2) tracts are not treated as individual lots and a subdivision would need to occur. It was suggested that the Township Solicitor be contacted for his opinion. Ms. Bream will email their question to the Township for consideration by the Township Solicitor and Board of Supervisors.

**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 - May 26, 2016.
- B. Board of Supervisors - June 7, 2016.
- C. Recreation and Parks - June 8, 2016.
- D. Planning Commission - June 28, 2016.

**Adjournment:** At 7:52 PM Steve Jacobs motioned to adjourn the meeting. Gene Starbuck seconded. The motion carried unanimously.

Respectfully submitted,

Deborah K. Feiler  
Township Secretary