

CLAY TOWNSHIP PLANNING COMMISSION

MEETING MINUTES

December 19, 2022

The Planning Commission of Clay Township met on an advertised meeting date of December 19, 2022, at 7:00 PM at the Clay Township Municipal Office, 870 Durlach Road, Stevens, PA, at a time and place duly established to hold such a meeting and advertised and posted in accordance with the Second-Class Township Code and Sunshine Law. The meeting agenda was posted in accordance with the Second-Class Township Code and Sunshine Law.

Members present were Jon Price, Jay Zimmerman, Josh Reist, Adrian Kapp and Donna Bollinger.

Also present was Bruce Leisey, Township Manager, Wendy Hackman, Administrative Assistant and Bob Lynn, Hanover Engineering.

Also present were those listed on the attendance sheet.

The meeting was called to order by Jon Price at 7:04 PM.

Bruce Leisey introduced new Planning Commission member Donna Bollinger.

Approval of the Minutes

Josh Reist made a motion, seconded by Adrian Kapp to approve the minutes from the September 26, 2022 meeting. * The motion was approved unanimously with Jon Price and Donna Bollinger abstaining from the vote.

Josh Reist made a motion, seconded by Jay Zimmerman to approve the minutes from the November 22, 2022 meeting. * The motion was approved unanimously with Adrian Kapp and Donna Bollinger abstaining from the vote.

Correspondence

None

Plan Review

1. John Nolt - Waiver of Land Development & SWM

Michael Hartman, DH Enterprises, and John Nolt reviewed the plan with the Planning Commission members. The plan proposes a new building 4,640 sf ft in size. The use of the proposed new building already exists on the site in an existing structure. The proposed new building is being built to allow for a more efficient operation of the deli and catering business. The existing building will remain but will be converted to storage.

After discussion, Adrian Kapp made a motion, seconded by Josh Reist to approve the waiver of land development planning as outlined in the Hanover Engineering letter dated 12/19/22. * The motion was approved unanimously.

Section 301- Waiver of Land Development Planning

The applicant is requesting a waiver of Land Development planning for the proposed improvements to the property. The applicant notes that the use exists today and has received Zoning Hearing Board approval for the proposed use expansion. The applicant has provided a layout describing the proposed parking, lighting, loading zone, stormwater management facilities and sewage disposal facilities for the proposed structures. The existing deli use will be relocated from the existing building to the new building. The accesses to the new structure will remain the same as predevelopment conditions. The applicant expects little or no impact to local roadways or surrounding properties.

Adrian Kapp made a motion, seconded by Josh Reist to recommend approval of the plan to the Board of Supervisors contingent on completion of the formal parking, lighting, waste disposal and loading area definition on the plan and satisfactory review and approval of all zoning, sewage disposal and stormwater management plan requirements (Hanover Engineering letter dated 12/19/22). * The motion was approved unanimously.

New Business

None

Old Business

1. Discussion on Short Term Rentals and R3 Zoning Amendments

Bruce Leisey updated the Planning Commission members on the progress status.

No decisions were made at this time.

2. Review January 2023 Zoning Hearing Applications

Bruce Leisey reviewed the January 2023 Zoning Hearing Applications with the Planning Commission members. No comments were made.

Adjournment

Adrian Kapp made a motion, seconded by Josh Reist, to adjourn the meeting at 8:15 p.m. *The motion was approved unanimously.

Jon Price, Chairman

Adrian Kapp, Vice Chairman

Josh Reist, Secretary

Donna Bollinger, Member

Jay Zimmerman, Member