

CLAY TOWNSHIP PLANNING COMMISSION

MEETING MINUTES

February 27, 2023

The Planning Commission of Clay Township met on an advertised meeting date of February 27, 2023, 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, Bob Lynn, Hanover Engineering and Jennifer Mejia, Mejia Law Group.

Also present were those listed on the attendance sheet.

The meeting was called to order by Bruce Leisey, Township Manager at 7:00 PM. Bruce Leisey was appointed Temporary Chairman and conducted the meeting until election for Chairman.

Election of Officers

Adrian Kapp made a motion, seconded by Josh Reist to re-appoint Jon Price as Chairman for 2023. * The motion was unanimously approved.

Josh Reist made a motion, seconded by Jay Zimmerman to re-appoint Adrian Kapp as Vice-Chairman for 2023. * The motion was unanimously approved.

Adrian Kapp made a motion, seconded by Jay Zimmerman to re-appoint Josh Reist as Secretary for 2023. * The motion was unanimously approved.

Approval of the Minutes

Adrian Kapp made a motion, seconded by Josh Reist to approve the minutes from the December 19, 2022 meeting. * The motion was approved unanimously.

Jennifer Mejia stated that a work session was held prior to the regular meeting with Bruce Leisey, Bob Lynn, Adrian Kapp, Keith Martin, Jennifer Mejia and Jay Zimmerman in attendance to discuss the status update on the YWAM project.

No decisions were made during this work session.

Correspondence

1. LCPC Regional Meeting Update

Bruce Leisey said the next meeting for Places2040, the Lancaster County comprehensive plan to look at growth area boundaries will be held at West Cocalico Township on March 6, 2023. Bruce will be attending the meeting and welcomed any Planning Commission members to attend also.

Plan Review

1. Refreshing Mountain Camp - Lot Add-On Plan and Waiver of Land Development

John Fuehrer, Fuehrer Associates, Justin Harnish and Marlin Harnish, Refreshing Mountain Camp reviewed the plan with the Planning Commission members.

Refreshing Mountain Camp, Inc located at 455 Camp Road, Stevens is a 62-acre developed campsite and has ownership to a 16-acre undeveloped site adjacent to the camp. There is also a 13-acre site adjacent to the camp that is undeveloped and owned by Marlin Harnish. Both of the adjacent parcels have been granted a Special Exception to expand the camp and operate as a private park and recreation are under the Clay Township Zoning Ordinance.

Refreshing Mountain Camp, Inc would like to remove a portion of a building and pavement (approximately 1,900 sq ft) from Lot 1 and replace on Tract 2 of Lot 2 a Meeting Room (approximately 2, 100 sq ft).

John Fuehrer reviewed the Master Plan Development and Interim Construction Schedule.

Justin Harnish explained that the current building is dated, and they determined it was a better decision to build a new building then to renovate the current building. Justin said that they will need to continue to utilize the old building while they are building the new one and would prefer delaying until the busy summer season is over to take down the old building.

John Fuehrer stated that the new building will be serviced by existing on-site utilities, water, sewer and parking (other than handicap). The new building will not increase the number of visitors to the camp.

Jennifer Mejia stated that a Permit Agreement has been written to allow Refreshing Mountain Camp to move forward with their building project while also completing the steps of a Best Fit Plan (by deed references), updated site plan within a year and master plan within 5 years.

There was discussion on if the new construction would have any impact on neighboring properties.

Bob Lynn stated that with the unique location of the proposed new construction there would be no impact on neighboring properties.

Joh Fuehrer also stated that over time, the camp had planned other improvements that were approved but, some of those improvements were never done but they were taken into account for utilities and storm water management.

After discussion, Josh Reist made a motion, seconded by Jay Zimmerman to approve the following modification and deferrals as outlined in the Hanover Engineering letter dated 2/22/23 and the Fuehrer Associates letter dated 2/24/23. * The motion was approved unanimously.

Section 402.A.1 - Plan Scale

The applicant is requesting a modification of the requirement that the plans be prepared at a scale of 10 feet, 20 feet, 30 feet, 40 feet, or 50 feet to the inch. The plan sheets provided have been prepared at scales of 200 feet and 100 feet to the inch.

Section 402.C.4.a - deferral of the location, name and dimension of existing rights-of-way and cartway for public or private street, access drives, driveway and service streets shall be shown on the plan

Section 402.C.4.b - deferral of the location, condition, and size of any on-lot water and/or sewage systems shall be shown on the plan

Section 402.C.4.c - deferral of the location of existing mains and rights-of-way for electric, gas, and oil transmission lines shall be shown in the plan

Section 402.C.4.d - deferral of the location, condition, and size of (public or private) sanitary sewer mains, water supply mains, fire hydrants, buildings and stormwater runoff control facilities, management facilities, terraces, bridges, dams, basins, infiltration systems, swales, sinkholes, and carbonate geology, watercourses and floodplains shall be shown on the plan

Section 402.C.4.e - deferral of all easement, rights-of-way, etc., appearing on the subject tract or chain of title shall be shown on the plan. If an easement, right-of-

way, etc., appears in the chain of title but does not affect the subject tract, it should be noted on the plan

Section 402.C.4.f - deferral of the location of wetlands and subsequent data or information required by Section 407 of the Subdivision and Land Development Ordinance shall be shown on the plan

Section 402.C.4.g - deferral of the locations of buildings, historic features, cemeteries or burial sites, and archaeological sites shall be shown on the plan

Section 402.D.7 - deferral of buildings setback lines from all sides of each lot, with distances from the street right-of-way line and from other borders of the lot and building lines shall be shown on the plan

Section 402.D.13 - deferral of location and material of all permanent monuments and lot line markers, including a not that all monuments and lot line markers are set or indication when they will be set

Section 402.D.19 - deferral of location of all percolation test holes, deep probes and proposed well locations shall be shown on the plan

Section 402.D.32 - deferral of a tabulation of the number of parking spaces provided and a statement indicating whether the number provided complies with the Zoning Ordinance shall be provided on the plan. The locations of proposed parking spaces shall be plotted on the plan

Section 402.D.33 - deferral of a photometric lighting plan for street, access drive and parking lot lighting shall be provided

Adrian Kapp made a motion, seconded by Josh Reist to recommend forwarding the Lot Add-On plan to the Board of Supervisors for approval. * The motion was unanimously approved.

Adrian Kapp made a motion, seconded by Jay Zimmerman to recommend approval, to the Board, of the requested waiver of land development contingent on compliance with the emails from Jennifer Mejia, Justin Harnish and John Fuehrer dated 2/27/23. * The motion was approved unanimously.

2. YWAM - Request to Create a New Educational and Institutional Campus Overlay Zoning District

Jennifer Mejia updated the Planning Commission members on the YWAM project. Representatives from YWAM and Township Staff are working to develop an Educational and Institutional Campus Overlay Zoning District.

There was discussion on traffic concerns, specific uses on the tract, potential commercial businesses along 322, second access point, landscaping along 322, public water and sewer and phasing of development.

Dwight Yoder recommended that YWAM review the red lined proposed overlay ordinance and submit an updated ordinance to the Board of Supervisors in April for their review and forwarding to Lancaster County Planning Commission for their review and comment.

Jay Zimmerman made a motion, seconded by Adrian Kapp to recommend the Board of Supervisors accept the petition from YWAM to develop an Educational and Institutional Campus Overlay Zoning District and forward the ordinance to Lancaster County Planning Commission for their review and comment. * 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.

Adjournment

Adrian Kapp made a motion, seconded by Josh Reist, to adjourn the meeting at 8:53 p.m. *The motion was approved unanimously.

Jon Price, Chairman

Adrian Kapp, Vice Chairman

Josh Reist, Secretary

Donna Bollinger, Member

Jay Zimmerman, Member