

CLAY TOWNSHIP PLANNING COMMISSION

MEETING MINUTES

February 26, 2024

The Planning Commission of Clay Township met on an advertised meeting date of February 26, 2024, 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, Adrian Kapp, Josh Reist, Jay Zimmerman 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 Bruce Leisey, Township Manager at 7:01 PM. Bruce Leisey was appointed Temporary Chairman and conducted the meeting until election for Chairman.

Election of Officers

Jay Zimmerman made a motion, seconded by Adrian Kapp to re-appoint Jon Price as Chairman for 2024. * The motion was unanimously approved.

Jay Zimmerman made a motion, seconded by Adrian Kapp to re-appoint Adrian Kapp as Vice-Chairman for 2024. * The motion was unanimously approved.

Jay Zimmerman made a motion, seconded by Adrian Kapp to re-appoint Josh Reist as Secretary for 2024. * The motion was unanimously approved.

Approval of the Minutes

Adrian Kapp made a motion, seconded by Donna Bollinger to approve the minutes from the December 18, 2023 meeting. * The motion was approved unanimously.

Correspondence

None

Plan Review

None

New Business

None

Old Business

1. Short Term Rental Ordinance - Review Comments from LCPD

Bruce Leisey reviewed the comments from the Lancaster County Planning Department with the Planning Commission Board.

There was discussion on the required minimum number of off street parking spaces per bedroom and the conversions of accessory structures or ECHO housing into dwelling units used for short-term rentals.

There was also discussion on alternative structures (i.e., camper, cabin, tiny home, bus) being used as a short term rental unit on a property.

Township Staff will review the items discussed and propose possible modifications. The Ordinance will be reviewed again at next months meeting.

2. Discussion on R3 Zoning Amendment to Zoning Ordinance

Bruce Leisey reviewed the R3 Zoning Amendment with the Planning Commission Board.

There was discussion on potential parcels in the Township that would be suitable for the R3 Zoning.

Township Staff will review the parcels selected by the Planning Commission Board and report back next month with all the details of the parcels.

3. Update on Meeting with Lancaster County Planning Department regarding Carl Martin Request to Preserve Farm

Bruce Leisey provided an update on the meeting with the Planning Commission Board.

There was discussion on the request to rezone Mr. Martin’s parcel in Clay Township from R2 to AG zoning so he can preserve the farm for estate planning.

Township Staff is still researching the request.

Adjournment

Adrian Kapp made a motion, seconded by Jay Zimmerman, to adjourn the meeting at 9:05 p.m. *The motion was approved unanimously.

Jon Price, Chairman

Adrian Kapp, Vice Chairman

Josh Reist, Secretary

Donna Bollinger, Member

Jay Zimmerman, Member