

CLAY TOWNSHIP PLANNING COMMISSION

MEETING MINUTES

August 26, 2024

The Planning Commission of Clay Township met on an advertised meeting date of August 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 Adrian Kapp, Jay Zimmerman and Donna Bollinger. Jon Price and Josh Reist were absent.

Wendy Hackman, Administrative Assistant and Bob Lynn, Hanover Engineering were present.

Also present were those listed on the attendance sheet.

The meeting was called to order by Adrian Kapp at 7:01 PM.

Approval of the Minutes

Jay Zimmerman made a motion, seconded by Donna Bollinger to approve the minutes from the July 22, 2024 meeting. * The motion was approved unanimously.

Correspondence

None

Plan Review

1. 1765 Kleinfeltersville Rd - Lot Add-On Plan #24-02

Ron Hershey, representative of applicant, reviewed the plan. The plan proposes a lot add-on of 0.697 acres subdivided from a 4.824 acre lot to a 9.305 acre lot with resultant lots being 10.002 acres owned by the applicant and 4.127 acres. This lot add-on will allow the applicant to place his property in Clean and Green.

Donna Bollinger made a motion, seconded by Jay Zimmerman to approve the following deferrals for the lot add-on plan as out lined in the Hanover Engineering letter dated 7/26/24 and written request submitted by Ron Hershey on 8/26/24. * The motion was unanimously approved.

Section 602.K - Required Road Right-of-Way and Street Improvements

The applicant is requesting a deferral of the requirement to provide improvements related to the roadway right-of-way and cartway required for all new Subdivision/Land Development Plans which abuts an existing Township and/or State Road. The justification provided stated that there is no demolition of structures or improvements proposed as part of this lot add-on plan. The applicant feels that due to the simple nature of the lot add-on plan with no site improvements that the request is proportionate with the plan.

Section 403.D(22) - Easement shall be provided for on-lot sewage replacement locations

The applicant is requesting a deferral of sewage replacement locations. The justification provided is the area of land to be transferred is all within the existing MedEd right-of-way and would not be used for sewage replacement, with the condition that testing be required prior to any proposed improvements to the lots.

Jay Zimmerman made a motion, seconded by Donna Bollinger to recommend approval of the plan to the Board of Supervisors contingent on compliance with the Hanover Engineering letter dated 7/26/24. * The motion was unanimously approved.

2. A. Keith Martin - Lot Add-On Plan #24-05

Ted Cromleigh and Keith Martin reviewed the plan. The plan proposes to subdivide a 3.754 acre parcel from a 78.21 acre lot and join in common with a 46.19 acre lot owned by the applicant. It was noted that the parcel was created when the turnpike was constructed and will be used for agricultural.

Jay Zimmerman made a motion, seconded by Donna Bollinger to approve the following modification/waiver/deferral requests as outlined in the Hanover Engineering letter dated 8/21/24. * The motion was unanimously approved.

Section 402.A.1 - Plan drawn clearly and legibly at 10,20,30,40 or 50 feet to the inch

The applicant is requesting a modification from the requirement to provide a plan drafted at a scale of 10,20,30,40 or 50 feet to the inch. The applicant states that the plans are drawn at 1"=200' scale to be able to show both properties on one plan sheet. The applicant states that the plan drafted at 1"=200' clearly depicts both properties and all applicable details.

Section 402.B.10 - Location Map drafted at a scale of 1'=800'

The applicant is requesting a modification from the requirement to provide a Location Map at a scale of no larger than 1"=800'. The applicant is proposing a 1"-2000' scale for the Location Map and states the location map clearly depicts the two properties and required surrounding features including intersection tie-ins.

Section 403.D.19 & Section 403.D.22 - Location of all percolation test holes, deep probe holes/Easement for on-lot sewage replacement locations

The applicant is requesting a waiver to the requirement to provide replacement sewage testing for percolation test holes, deep probes and easements for on-lot sewage replacement areas on Lots 1 and 2. The applicant states that the resulting areas for Lots 1 and 2 will provide for adequate space for replacement facilities, and that no new flows or development is proposed at this time for either lot.

Section 407 - Wetlands Study

The applicant is requesting a deferral to the requirement of providing a wetland study. The applicant states that the purpose of the lot add-on plan is to convey cultivated agricultural cropland from one farm to another. No new development is proposed for either lot and any future development on either lot may require the submission of a wetland study.

Section 602.K(3) - Dedication of road right-of-way/street improvements

The applicant is requesting a deferral of the requirement to provide additional right-of-way and improve the adjacent roadway to be compliant with the Township standards. The applicant indicates that an area measured to be 30 feet from the centerline of West Girl Scout Road has been reserved for future use by Clay Township for roadway improvements.

Adrian Kapp made a motion, seconded by Jay Zimmerman to recommend approval of the plan to the Board of Supervisors contingent on compliance with the Hanover Engineering letter dated 8/21/24. * The motion was unanimously approved.

3. Billy Ditzler - Lot Add-On Plan 24-06

Ted Cromleigh and Billy Ditzler reviewed the plan. The plan proposes a modification to the existing lot lines on previously approved subdivided lots. The applicant is requesting to add a 3.71 acre tract to his existing 6.47 acre lot.

Jay Zimmerman made a motion, seconded by Donna Bollinger to approve the following modification and deferral as outlined in the Hanover Engineering letter dated 8/26/24.
* The motion was unanimously approved.

Section 402.A.1 - Plan drawn clearly and legibly at 10,20,30,30,40 or 50 feet to the inch

The applicant is requesting a modification of the requirement to provide a plan drafted at a scale of 10,20,30,40 or 50 feet to the inch. The applicant is proposing a plan drawn at a 1"=80' scale. The justification provided states that at a scale of 1"=8' allows both properties to be shown on a single plan sheet. The applicant feels that the plan drafted at 1"=80' clearly depicts both properties and all applicable details.

Section 402.C(4)(f) and Section 407 - Wetlands Study

The applicant is requesting a deferral of the requirement of providing a wetland study until such time that construction is proposed. The justification provided states that there is no new construction or excavation proposed as part of the plan.

Adrian Kapp made a motion, seconded by Jay Zimmerman to recommend approval of the plan to the Board of Supervisors contingent on compliance with the Hanover Engineering letter dated 8/26/24. * The motion was unanimously approved.

New Business

None

Old Business

1. Short Term Rental Ordinance - Update

Wendy Hackman stated that the Short Term Rental Ordinance was adopted at the Board of Supervisors August 12, 2024 meeting.

Township staff is still working on the criteria to include the use of accessory structures as short term rentals and reviewing the number of bedrooms allowed in a short term rental.

2. R3 Zoning Amendment Language

Wendy Hackman stated that Township Staff is working on the language and regulations of the proposed R3 Zoning amendment and will present to the Planning Commission when a draft is completed.

Adjournment

Jay Zimmerman made a motion, seconded by Donna Bollinger, to adjourn the meeting at 8:15 p.m. *The motion was approved unanimously.

ABSENT
Jon Price, Chairman

Adrian Kapp, Vice Chairman

ABSENT
Josh Reist, Secretary

Donna Bollinger, Member

Jay Zimmerman, Member