

**CARROLL TOWNSHIP
PLANNING COMMISSION
MEETING MINUTES
MARCH 28, 2024
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ROLL CALL	COMMISSIONERS – Chad Reed, Scott Maldonado, Ken Baker, Earnie Zimmerman, and Matthew McAneny ATTENDEES – Phillip Brath, P.E., Faye Romberger, Brandon Slatt, Sheila Covert, Michael Kiesinger, Justin Sipe, Robert Glynn, Bill Pompeii, Elizabeth Swivel, Greg Taylor, Chelsie Markel, Jason Wheeler, and Elliot Shibley
CALL TO ORDER	Chairman Reed called the regularly scheduled meeting of the Carroll Township Planning Commission to order at 6:30 p.m. The location of the meeting is at the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.
APPOINTMENT OF TEMPORARY CHAIRMAN	It was moved by Commissioner Reed, seconded by Commissioner Baker, and unanimously carried to appoint Matthew McAneny as Temporary Chairman.
APPOINTMENT OF CHAIRMAN	It was moved by Commissioner Zimmerman, seconded by Commissioner Baker, and unanimously carried to appoint Chad Reed as Chairman of the Planning Commission Board.
APPOINTMENT OF VICE – CHAIRMAN	It was moved by Commissioner Reed, seconded by Commissioner Zimmerman, and unanimously carried to appoint Matthew McAneny as Vice-Chairman of the Planning Commission Board.
APPOINTMENT OF SECRETARY	It was moved by Commissioner Reed, seconded by Commissioner Maldonado, and unanimously carried to appoint Ken Baker as Secretary.
SET MEETING DATES FOR 2024	It was moved by Commissioner Reed, seconded by Commissioner McAneny, and unanimously carried to set the meeting dates and times for 2024 as follows for the Carroll Township Planning Commission. The Carroll Township Planning Commission will meet the fourth Thursday of each month at 6:30 p.m. at the Carroll Township Municipal Building. The meeting dates for 2024 are April 25, May 23, June 27, July 25, August 22, September 26, October 24, November 21 (Third Thursday), and December 19, (Third Thursday).

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**PUBLIC
COMMENTS**

Chairman Reed called for public comments. There were no public comments.

**APPROVAL OF THE
FEBRUARY 22, 2024
MINUTES**

It was moved by Commissioner Zimmerman, seconded by Commissioner Baker, and carried to approve the February 22, 2024 Planning Commission Meeting Minutes as submitted.

Commissioner Maldonado abstained from the vote because he was not on the Board at that time.

**PRELIMINARY/
FINAL PLANS FOR
STONY RUN
VILLAGE
TABLED**

It was moved by Commissioner Baker, seconded by Commissioner McAneny, and unanimously carried to table the review of the Preliminary/Final Subdivision and Land Development Plan for Stony Run Village for BLG Construction, Inc. – 48 Lots until the April 25, 2024, Planning Commission Meeting.

The Commissioners informed the Developer that they would not waive the Preliminary Plan requirement.

Robert Glynn – 50 Hartman Lane – is concerned about his well water. The overflow from the pond goes over Hartman Lane. Hartman Lane is a private road would not they need an access agreement to use Hartman Lane.

Justin Sipe – 40 Hartman Lane – stated that cul-de-sacs can only have 15 dwellings on it. There are 40 proposed dwellings on this road.

Mike Kiesinger – 31 Hartman Lane – stated where is the hardship since the developer bought the property as is.

Michael Franks – 35 Hartman Lane – the proposed stub road shown on the plan he wanted to make sure it was not located on his property.

Sheila Covert – 1163 Park Avenue – stated there are too many properties on this parcel. Concerned about width of the streets and the amount of parking in this development.

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Greg Taylor – 1165 Park Avenue – he is concerned about the temporary grading easement that is shown on his property. He is also concerned about the trees on the property line and the removal of the mature trees.

Chelsie Markel – 151 Quail Drive – questioned if the Traffic Study dated February 27, 2024, was the current Study. She is also concerned about the stormwater, the loop road, and the open spaces. The one open space is located in the stormwater management area how is that open space.

Elizabeth Swivel – 1167 Park Avenue – questioned if the townhomes are private and how are the construction vehicles getting into the site.

PRELIMINARY
PLANS FOR
DILLSBURG
WAREHOUSE
941 YORK ROAD
TABLED

It was moved by Commissioner Baker, seconded by Commissioner Zimmerman, and unanimously carried to table the review of the Preliminary Subdivision and Land Development Plan for Dillsburg Warehouse 941 York Road until April 25, 2024, Planning commission Meeting.

PRELIMINARY
PLANS FOR
SOMERTON
GLEN

It was moved by Commissioner McAneny, seconded by Commissioner Maldonado, and unanimously carried to recommend to the Board of Supervisors to grant the following waiver requests for the Preliminary Subdivision and Land Development Plan Somerton Glen Single Family Residential Development for MidPenn Estates as per Phillip Brath's Comment Letter dated March 22, 2024:

V. Waivers

1. Sidewalks shall be provided in residential areas where majority of lots have less than 125' of street frontage (§435-45.B). Applicant requesting a waiver from ordinance requirement along Mountain Road (SR4040).
2. Curbing shall be constructed along all existing street frontlines (§435-45.C). Applicant requesting a waiver from ordinance requirement.
3. Plan & Profiles must be provided on same sheet for street, SWM, Sanitary Sewers, Water Distribution System per

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- §435-26.J; Applicant requesting a waiver from ordinance requirement.
4. Profile, sheets must be drawn at 1:10 ratio, vertical to horizontal (§435-23.A); Applicant requesting a waiver from ordinance requirement.
 5. All Profile sheets shall include corresponding horizontal alignment with utilities (§435-28.E); Applicant requesting a waiver from ordinance requirement.
 6. The side slopes shall not be less than four horizontals to one vertical (4:1) for residential zones. (§428-17.G.1(d)). Applicant requesting a waiver from ordinance requirement.
 7. Minimum slope within a basin shall be one-percent positive grade from the low-flow channel. (§428-17.G.1(k)). Applicant requesting a waiver from ordinance requirement.
 8. The location of existing healthy trees with a caliper of six inches or more as measured at a height of 4 1/2 feet above existing grade. (§435.25(F))
 9. Existing wooded area. Existing wooded areas shall be protected to prevent unnecessary destruction. Healthy trees with a caliper of six inches or more as measured at a height of 4 1/2 feet above existing grade, shall not be removed unless their location interferes with a planned improvement that cannot be relocated to coordinate with the existing wooded areas. At least 25% of the number of trees (size described above) that exist at the time of plan submission shall be maintained or replaced immediately following construction. Replacement trees shall be a minimum trunk caliper of two inches at a height of six inches above finished grade. Plans shall be submitted showing existing trees and proposed construction in conformance with this section. (§435.52(B))

It was moved by Commissioner McAneny, seconded by Commissioner Baker, and unanimously carried to recommend to the Board of Supervisors to conditionally approve the Preliminary Subdivision and Land Development Plans for Somerton Glen Single Family Residential Development for MidPenn Estates contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated

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March 22, 2024:

- II. Subdivision and Land Development (Chapter 435)
 - 1. Waiver Statement must be revised, upon action of the board on the Request to Acknowledge the Outcome of Requested Waiver §435-26.O;
 - 2. Where the land included in application has utility lines within property, the applicant must submit copy of right of way agreement per 435-28.A;
 - 3. Provide approved sewer planning §4354-36.A;
 - 4. Provide evidence that Dillsburg Area Authority (DAA) approval of sewer system capability to serve, approval of design and surety §435-46.D;
 - 5. Provide evidence that Dillsburg Area Authority (DAA) approval of water service capability to serve, approval of design and surety §435-47.E;
 - 6. Provide Community Association Document in accordance with §435-27.M;
 - 7. Board of Supervisors Approval statement must reflect Appendix #4 of Ordinance (§435-28.G) and reflect “Preliminary” Plan Approval;
 - 8. Owners statement on plan must be executed and dated after last revision date on plan §435-28.C.
 - 9. Provide Archeological Resources Report (§435-27.E);
 - 10. Location Map must locate property to two intersections of existing roads (§435-24.C);
 - 11. Sheet names may not be duplicated per §435-26.L;
 - 12. Provide minimum safe stopping distance (SSSD) for all intersections §435-39.S;
 - 13. The driveway apron detail shall reflect Class A concrete, 6/6 welded wire fabric, 6” of #57 stone subbase. (§435-40.C)
 - 14. Provide proposed typical widening section on plans for Mountain Road; Submit copy of PennDOT HOP and application information to confirm acceptability of connection to Mountain Road (§435-17);
 - 15. Subdivision Plan must clearly show location of all existing and proposed property markings and monuments and note when will be set (§435-26.M); Appears some corners are open on boundary;

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16. Plans shall call out any and all existing trees to remain. (§435-52.B) and must show the location of existing healthy trees with a caliper of six inches or more as measured at a height of 4.5 feet above existing grade (§435-25.F);
17. Each individual lot of 1/2 acre or less in a subdivision must have an outside post light, installed on a timer switch or a photocell, at the time a new home is built on said lot. Lots which require outside light post must be noted on plan. (§435-45.D(4)(i)) Add note to site plan notes on sheet C1.200.

III. Stormwater (Chapter 428)

1. General Comment – Revisions to the E&S Plans may be required based on changes to this SWM Plan.
2. Provide post construction Operation and Maintenance plan for the all SW BMPs. §428-11.F.(7)/ § 428-27. Included PADEP Inspection sheets (3800-FM-BCW0531a) for all BMPs.
3. All stormwater management plans and reports signed and sealed by individuals registered in the Commonwealth of Pennsylvania and qualified to perform such duties. (§428-17.A(2)).
4. Concrete headwalls and endwalls shall be used where stormwater runoff enters or leaves the storm sewer horizontally from a natural or man-made channel. (§428-17.F(9)). Revise Sheet C2.400 revise Standard Detail #9-1 Riprap Apron to show concrete endwall.
5. All outlets discharging onto adjacent property owner's properties must have adjacent property owner's written permission. (§428-17.G(5)).
6. Provide a cross section through the berm showing outlet structure(s) set three feet below grade, orifice elevations, concrete cutoff collar(s), outfall pipe, endwalls, and water surface elevations for all design storms. (§428-17.G.1(z))
7. The developer shall provide a minimum of four inches of topsoil on all disturbed areas prior to final seeding and mulching. (§428-17.I(5)) Stabilization Specifications Note 4 on Cover Sheet of E&S Plan should be revised to state a minimum of 4-inches of Topsoil.

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8. Show and dimension the riparian buffer area for all streams and wetlands. (§428-19) Sheet C1.805 the riparian buffers are shown and indicate grading and construction within watercourse RBA-3 and wetland riparian buffer.

IV. General

1. Remove the “street trees” from the typical street cross section;
2. There is a shrub planting detail called out on sheet C1.700. Clarify the locations of the shrub plantings on the landscape plan;
3. Proposed street name must be approved.
4. Board Approval Statement must indicate “Preliminary” and reflect correct statement verbiage;
5. Curb verbiage on “Typical Street Cross Sections” should reflect “18” Vertical Curb with 6” Reveal” or simply refer to “Vertical Curb Detail”;
6. Show painted crosswalk and stop bar, cross walk should be located 10’ beyond edge of cartway, stop bar should be 4’ beyond cross walk with stop sign located at backside of cross walk;
7. No outlet sign should be located at curb radius return near inlet;
8. Driveway width on typical driveway entrance detail should reflect 17’ as drawn;
9. Cannot plant street tree within snow removal easement (Sheet C1.500);
10. Correct ordinance section referenced on waiver request letter, dated 02/21/2024;
11. We ask that the Engineer responds in writing to Review Comments to expedite review.

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ADJOURNMENT

It was moved by Commissioner Zimmerman, seconded by Commissioner Baker, and unanimously carried to adjourn the meeting at 8:43 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary