

Dover Township
 Planning Commission Minutes
 April 7, 2021

Using a virtual meeting format, Chairman Wayne Hoffman called the regular Planning Commission meeting to order at 7:01 p.m. Members present: Eric Harlacher, Justin Bigham, Michael Curley; alternates Brian Kimball, Mark Miller, and Stephen Stefanowicz. Absent with prior notice: Anthony Pinto. Also present: Solicitor John Baranski, Zoning Officer John McLucas, Engineers Terry Myers and Cory McCoy, Recording Secretary, and one citizen.

I. **Minutes**

Correction to the minutes of March 3, 2021: Section III, Plans, page 1, the question marks in the sentence should be replaced with “Building 6 and Building 11.” Whoops! **Motion** by Curley, second by Bigham, to approve the minutes of the meeting of March 3, 2021, as amended above. All members voted aye; motion carried.

II. **Zoning Cases**

None this month.

III. **Plans**

A. PL 21-1 -- Bupp McNaughton Phase II, 19-lot subdivision plan for age restricted community in the R1 district

Trey Elrod was present on behalf of the applicant. C. S. Davidson’s letter dated April 2, 2021, was reviewed. Outstanding comments: 1, GIS disk (Section 22-501.2.A); 2, seal, registration number, date, and signature of the professional engineer or land surveyor (Section 22-501.2.F); 3, owner’s notarized signatures (Section 22-501.2.H); 4, HOA documents approved by Township Solicitor (Section 22-601.1); 5, Erosion and Sedimentation Control Plan approval (Section 22-502.4); 7, address all comments from the Public Works Director (Section 22-603.1.A); 8, address all comments from the Fire Marshall (Section 22-603.1.C); 9, rec fees (Section 718.1); and 10, public improvement security (Section 1201.1). That amount shall include sidewalks along the two open space lots (198B and 198C).

Mr. Elrod acknowledged all of the outstanding comments, except for #7, the Public Works comments, which he feels that the applicant has addressed. As for the Fire Marshall comments, the emergency access will be active until the proposed public road is installed. Mr. Myers only kept those comments open because he did not actually hear from either the Public Works Director or the Fire Marshall. These comments will remain open for tonight’s discussion of outstanding items.

Motion by Harlacher, second by Curley, to approve Brian Kimball as a voting member. All members voted aye; motion carried.

Motion by Harlacher, second by Kimball, to recommend approval of the Bupp McNaughton Phase II 19-lot subdivision plan subject to the satisfactory resolution of the following open items from the C. S. Davidson letter of April 2, 2021, referred to above: 1, 2, 3, 4, 5, 7, 8, 9, and 10. All members voted aye; motion carried.

IV. **Ordinances for Future Discussion**

Common Ownership Merger (COM) --

Last month, the Planning Commission received a letter from YCPC regarding this proposal. The YCPC adopted the process, which means that the Township should prepare an ordinance to reflect those changes. Nothing on the horizon at this very moment, but an ordinance will be drafted in the near future. Stand by...

Short-term Rentals --

The Planning Commission members were previously provided with a sample ordinance. Again, stand by for a draft ordinance in the future.

Tiny homes --

History: two weeks ago, Mr. McLucas attended a conference regarding tiny homes. He noted that he has received numerous requests for placement of tiny homes, but because the Township has no specific ordinance in place, and because the tiny homes do not meet the ordinance requirements for minimum living space, the people who want to place them are unable to receive approval. It was noted that there are uses for mobile home parks, manufactured home parks, RV parks, but nothing for tiny homes. Perhaps the tiny home presenter can give some information to the Planning Commission in May. Mr. Kimball has some reservations surrounding the tiny homes craze, so this will be interesting. Mr. McLucas will send to the Planning Commission members the sample ordinance from Hellam and DT's mobile home ordinance requirements and other information so that each person can be prepared with questions during the presentation and discussion in May. Many, many questions and issues to discuss.

V. **Other Business**

Public comment: None at this time.

VI. **Correspondence**

Bross Land Development Plan at 5107 West Canal Road (Paradise Township)

Jason Bross has submitted a Land Development Plan to Paradise Township for a Glamping Accessory Use. His property is in both Townships. The Paradise Township Supervisors would like Dover Township to sign off on the plan. Dover Township staff recommended four points: *request a waiver of Section 22-501 and 22-601 for plan submittal requirements; *add note to plan, stating "Any future development or change in use within Dover Township is not permitted without first obtaining proper approval from Dover Township"; *add signature blocks for the Dover Township Planning Commission Chairman and the Board of Supervisor members; and *add the book/page reference for the Ag Security program within Dover Township. The applicant will likely attend the Dover Township Planning Commission meeting next month to formally submit the plans and have discussion.

How about the next Planning Commission meeting? Right now, a blended meeting format (both virtually and in person) is not feasible for the Township. Discussion was held on the benefits of virtual vs. in-person meetings and everyone's comfort and safety concerns. Several of the members are fine either way the meeting is held. How about conduct the meeting virtually in May and then go in person after that? Deal. The next meeting will be held on May 5, 7 p.m., virtually.

Motion by Curley, second by Harlacher, to adjourn. All members voted aye; motion carried. The meeting adjourned at 8:12 p.m.

Respectfully submitted,

Julie B. Maher,
Recording Secretary