



Planning Commission Meeting Minutes

July 7th, 2021

Call to Order

Chairman Wayne Hoffman called the Planning Commission meeting to order at 7:05 PM on July 7, 2021. Members present: Justin Bigham, Eric Harlacher; alternates Mark Miller, and Stephen Stefanowicz, Solicitor John Baranski, Zoning Officer John McLucas, Township Engineer Terry Myers, Recording Secretary. Members absent with prior notice were Michael Curley, Anthony Pinto, and Brian Kimball. No members of the public were present.

I. Appointment of Alternates to Serve as Members

Chairman Hoffman appointed alternates Mark Miller, and Stephen Stefanowicz to act as voting members for tonight's meeting.

II. Approval of Minutes from June 2nd, 2021, Meeting

Motion by Stephen Stefanowicz, seconded by Mark Miller to approve the Planning Commission Meeting Minutes from June 2nd, 2021, with the spelling correction of Stefanowicz on pages two and four. All members voted aye; motion carried.

III. Zoning Cases

- a) None

IV. Plans for Discussion

- a) None

V. Other Business

- a) None

VI. Ordinances for Future Discussion

- a) Common Ownership Merger (COM)

Amendment to the Subdivision Ordinance §22-314 to include Additions to Existing Lots, Common Ownership Mergers, and Corrective Action Process.

Purpose is to reduce the cost to landowners for the division of a single lot, tract, or parcel into two lots, tracts, or parcels of land. It was mentioned that this would amend the SALDO to a minor subdivision process.

A Corrective Action Process would be used if there are two separate lots and two separate deeds, and there was common ownership with two adjacent lots. In the past the county tax map office would combine the two and assign one parcel number, which would create an issue if someone would like to sell those individual lots considering they are zoned as one lot.

A question was asked if this type of issue would fall under the Common Ownership Merger (COM) instead? It would not fall under common ownership if they were separating the two lots. That the corrective action plan process is to correct errors that were made in the drafting of the original plan or deed.

It was asked if the result would be so that landowners do not create something that would be against the township ordinance and to notify assessment office if the land use was changed into something different.

The planning commission was asked whether they wanted landowners re-establishing boundaries that could potentially create non-conformities with no review or record of it being changed.

The question was asked if you have two properties and would like to remove the property line down the middle, why would you need to have it surveyed if you were not located in a sub-division? It was explained that you would need to find a surveyor that would be willing to put their seal on that plan stating this would be the new exterior boundary of that property.

A suggestion was made that the ordinance be updated further to require digital copies instead of hard copies of the plans.

It was mentioned that it should be noted weather or not an engineer would need to be involved. A statement was made that if a plan is revised, it would need to be re-recorded and the county may not accept it if the municipality does not sign it.

The question was asked what the current process is for a Corrective Action Plan. It was noted that a final sub-division plan would need to be filed, and the Planning Commission, Township Engineer, Board of Supervisors along with the county would all need to sign off on it. Once the notarized signatures are on the plan it could not be revised and re-recorded without obtaining those signatures again on the revised plan.

The Planning Commission was asked for generalized concepts of what areas they would like to see drafting standards relaxed and for any input. Then staff can draft the ordinance. The Planning Commission was asked if they agreed that the process needed to be simplified, and in what areas. It was agreed that it should be simplified as much as possible but still meet the requirements of the Township and the York County Planning Commission. The ordinance should require enough information on the plan to be able to determine if any problems would be created.

The Planning Commission unanimously agreed to simplify the process.

b) Short-Term Rentals

This topic was tabled. Chairman Hoffman questioned what the township would like to accomplish with the short-term rental ordinance so they could think more about the topic.

It was explained that short-term rentals are more and more common, and currently the Township does not have any provided uses for them. The objective is to protect the general welfare of the public.

c) Tiny Homes- tabled

d) Livestock in Residential Zones- tabled

VII. Correspondence

- a) An announcement was made by Chairman Hoffman that Planning Commission member Michael Curley has resigned from his duties as Planning Commission Secretary/Member effective this date. Motion by Eric Harlacher, seconded by Justin Bigham. All members voted aye; motion carried to accept the resignation of Michael Curley; Planning Commission Secretary/Member. The Planning Commission unanimously thanked Mr. Curley for his service to Dover Township.

VIII. Next Meeting

- a) Wednesday, August 4th2021, at 7 PM.

IX. Adjournment

Chairman Wayne Hoffman adjourned the meeting at 8:37 PM. Motion by Eric Harlacher, seconded by Justin Bigham. All members voted aye; motion carried.

Respectfully Submitted by:
Katina Wagner