



Planning Commission Meeting Minutes
April 2nd, 2025

Chairman Wayne Hoffman called the Planning Commission meeting to order at 7:01 PM on April 2, 2025. Members Eric Harlacher, Justin Bigham, Mark Miller, and Monica Love, and alternates Anthony Pinto and Stephen Stefanowicz were present. Other Township representatives in attendance included Solicitor John Baranski, Zoning Officer John McLucas, Township Engineers C.S. Davidson, Terry Myers, and Cory McCoy, Code Enforcement Officer Garry Waltersdorff, and the Recording Secretary Tina Wagner. Eleven members of the public were also present.

I. Approval of the minutes from the Planning Commission meeting held on March 5, 2025.

Motion by Miller, seconded by Bigham, to approve the minutes from the Planning Commission meeting held on March 5, 2025. All members voted aye; motion carried.

II. Public Comment

There were no comments from the public.

III. Plans for Consideration

a. PL 25-1 – NYCRPD 2-Lot Final Subdivision Plan – 1445 E. Canal Rd – Industrial District

Stacey MacNeal, representing the Northern York County Regional Police Department along with Chief Lash, was present on behalf of PL 25-1: 2-lot Final Subdivision located at 1445 East Canal Road in the Industrial District. They are requesting a recommendation for conditional preliminary final plan approval. They went before the Zoning Hearing Board with a variance request to place the property back into the condition it was previously about twenty years ago before it was consolidated. The variance was approved by the Zoning Hearing Board in September of 2024, and they would like to separate it and restore the property back to the way it has always been shown on the York County Tax Map.

C.S. Davidson's comment letter dated March 26th, 2025, was reviewed with the following outstanding comments:

Zoning Ordinance comments: 1) The existing/proposed use is recognized as “/Semi-Public Facilities and Uses.” Revise the site data table accordingly. (§27-661) 2) Provide the following note on the plans: “If any nonconformity other than a single-family dwelling is destroyed by reason of windstorm, fire, explosion, or other act of God or a public enemy, to an extent of more



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than 75% of the market value of the structure, then such destruction shall be deemed complete destruction and the nonconformity may not be rebuilt, restored or repaired. Nothing in this Chapter shall prevent the strengthening or restoring to a safe condition any wall, floor, or roof which has been declared unsafe.” (§27-904)

Subdivision Land Development comments: 1) The plans shall be renamed to “Revised Final Subdivision Plan” and reference the previous plan, which consolidated lots one and two. 2) The existing and proposed lot conditions shall be shown on two plan sheets to clearly depict the proposed subdivision (§ 22- 601.2.C). Additionally, clarify note 1 to reference the language from the variance granted. 3) Revise the “Dover Solar 1” deed references (lessee) to reference the owner (Lamparter). (§22-501.2.G) 4) Show and label the zoning boundary located along the centerline of East Canal Rd. (§22-501.2.K) 5) The following supplemental information shall be provided. (§22-501.2.M): a. Provide or reference details and conditions of the leased areas. b. Describe the 15’ right-of-way to lot 2 with bearings and distances on the plans. 6) The net and gross lot area for the existing and proposed tracts shall be provided in tabular form in the site data table. (§22-501.2.N.2) 7) No dwelling units exist or are proposed; thus, lot density is not applicable. Delete density from the site data table. (§22-501.2.N.7&8) 8) The existing sewer lateral or on-lot disposal system servicing lots 1 and 2 shall be shown on the plans. (§22-501.2.O) 9) The plans show an on-lot well; however, the site data table states the site is served by public water; revise accordingly. (§22-501.2.O) 10) Where a floodplain is shown, the following shall not appear on the plans: “The grant of a permit or approval of a plan for any proposed subdivision or land development to be located within any designated floodplain area shall not constitute a representation, guarantee or warranty of any kind by the Township or by any official or employee thereof of the practicability or safety of the proposed use, and shall create no liability upon the Township, its officials or employees. (§22-501.2.Q & §22-905) Additionally, reference the FEMA FIRM flood zone designation in note 10. 11) Show and label the 100’ isolation distance for the existing well. (§22-501.2BB) 12) The subdivision is located within the wellhead protection zone 3. Note so and list the restrictions associated with zone 3 on the plans. (§22-501.2.GG) 13) Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient additional right-of-way and cartway widths to meet the standards of § 22- 704. B. 14) Label the required and available safe stopping site distance, approach grade, and speed in both directions for each driveway. (§22-708.2. A) 15) Show, label, and dimension clear sight triangles at driveways and access drives, and denote an easement to be associated with them. The easement shall have the following note: “Obstructions or plantings shall not be greater than 3 feet in height nor extend lower than 7 feet in the clear sight triangle area.” (§22-708.3 and §22-709.3) 16) Revise note 8 to read, “Concrete curbs and sidewalks shall be installed in accordance with the Dover Township Construction and Materials



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Specifications by the owner, heirs, or assigns within six months after receipt of written notice from Dover Township” (§22-710.1 & 711.1) 17) The name, address, seal, signature, and date of the Professional Engineer/Surveyor shall be added to the plan, certifying the accuracy. (§22-501.2.F) 18) The legal and/or equitable Owner’s notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H).

General Comments: 1) Any outstanding Zoning Officer and Public Works Director comments shall be addressed.

A waiver of §22-704.B regarding cartway width and additional right-of-way along E. Canal Road has been requested. **Motion** by Love, seconded by Harlacher, to approve the waiver request of § 22- 704. B concerning cartway width and additional right-of-way along E. Canal Road. All members voted aye; motion carried.

Motion by Bigham, seconded by Miller, to recommend approval to the Board of Supervisors of PL 25-1, NYCRPD 2-lot Revised Final Subdivision Plan located at 1445 E. Canal Road in the Industrial District with open zoning ordinance items 1 and 2, subdivision, and land development items 1 through 18, and general comments item 1, on C.S. Davidson’s letter dated March 26th, 2025, being addressed. All members voted aye; motion carried.

b. PL 25-2 – Knowlton 2-Lot Final Subdivision Plan – 4480 S. Salem Church Rd. – R3 District

Josh Myers of Shaw Surveying was present on behalf of PL 25-2, a 2-lot subdivision plan located at 4480 S. Salem Church Road, in the R3 district. They would like to split the property into 2-lots. There is already two separate driveways, and they are both currently serviced by a well and public sewer. The lot used to have a mobile home located on it, but has since been removed.

C.S. Davidson’s comment letter dated March 26th, 2025, was reviewed with the following outstanding comments:

Subdivision and Land Development Ordinance Comments: 6) A PA DEP code number referencing approval of the planning module shall be added to the plans upon receipt. (§22-601.2.L) 12) The amount of land required to be provided for public recreational purposes for all residential subdivisions or land development plans shall be a minimum of 0.025 acres per lot or dwelling unit. Dedication of recreation land or fees in lieu of for each dwelling unit is required on all residential subdivisions. (§22-718) 13) The name, address, seal, signature, and date of the



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Professional Engineer/Surveyor shall be added to the plan, certifying the accuracy. (§22-501.2.F)
14) The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H)

General Comments: 1) Any outstanding Zoning Officer and Public Works Director comments shall be addressed. 4) Public Works has a record of the sewer cleanout for lot 2 in the existing driveway. Revise the lateral and cleanout location accordingly. 5) Clarify if the existing propane tank will service lot one and/or lot two. If it will service lot 1, an easement will be required.

A waiver of § 22.704. B, regarding cartway width and additional right-of-way along South Salem Church Road has been requested. **Motion** by Harlacher, seconded by Bigham, for the Board of Supervisors to look favorably upon the waiver request of § 22.704. B cartway width and additional right-of-way along South Salem Church Road. All members voted aye; motion carried.

Motion by Bigham, seconded by Miller, to recommend approval to the Board of Supervisors of PL 25-2, Knowlton 2-lot Subdivision Plan, located at 4480 S. Salem Church Road, located in the R3 district, contingent upon completion of the open SALDO items 6, 12, 13, and 14, along with open General items 1,4, and 5 in C.S. Davidson's letter dated March 26, 2025. All members voted aye; motion carried.

- c. PL 24-6 – Dover Highlands Phase 3 Preliminary/Final Land Development – 68
Apartment Multi-Family Development – R4 District

Stacey MacNeal, representing Dover Highlands, and Robert Sandmyer from Site Design Concepts were present on behalf of the Dover Highlands Phase 3 Preliminary/Final Land Development Plan. They are seeking a recommendation of approval for the preliminary plan tonight. They were previously granted a recommendation of approval for three waiver requests of § 22- 704. A, § 22-710.1, and § 22-711.1 at the March 5, 2025 Planning Commission meeting.

C.S. Davidson's comment letter dated March 26th, 2025, was reviewed with the following outstanding comments:

Subdivision and Land Development Ordinance: 1) Provide proof of any private easement agreement for the sanitary sewer proposed across the lands of Belmont Associates C/O Investment Reality. (§22-501.2.U) 2) Existing and proposed lot coverage shall be provided in the



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Site Data Table (§22-501.2.N.7&8) 3) Provide a profile for storm sewer run A3-A1. (§22-501.2.DD) 4) Stormwater Management approval shall be received from the Township Engineer prior to unconditional approval of the plans. (§22-602.3) 5) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided. (§22-501.2.A) 6) The seal, registration number, date, and signature of the professional engineer or land surveyor, responsible for preparation of the plan, shall be added to the plan (§22-501.2.F) 7) The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H) 8) Verification shall be provided indicating that the Erosion and Sedimentation control plan was approved by the York County Conservation District (§22-602.4) 9) Any comments from the Public Works Director and Fire Marshall shall be addressed prior to final plan approval. *Added* 10) Buffer planting strip #1 along the Miller property line to be shown on the plan.

General Plan Comments: 1) The following comments are related to the water service crossings on the storm sewer profiles: a. The stationing on the plan and profile does not match the crossing between C6 and C5. b. The crossing between G3 and G2 requires a minimum of 18" of cover. 2) As discussed, a slight increase in impervious area is anticipated with the Harmony Grove Road and Carlisle Road Intersection project. We request that the stormwater management design incorporate these flows. Further information will be provided. 3) The calculation for the sewage flows for phase 3 within note #34 is not consistent. Planning module approval will be necessary for additional capacity, if necessary, and referenced on the plans. 4) Removal of the temporary cul-de-sac will be required. A note is included on the plans referring to a cul-de-sac paving detail, which does not appear to be included on the plans. The temporary cul-de-sac paving detail shall be revised to meet the township construction and materials specifications. 5) The proposed water and sewer utilities are shown with existing line types on sheet 7. Revise the plan sheet to show the utilities with proposed line types. 6) Revise the plan title to "Preliminary Land Development". 7) Landscaping to the rear of the adjacent church lot should be removed from the plans at this time. A note should be added to this area stating that upon written notice from the Township, the developer shall be required to install landscaping meeting buffer planting strip #1 requirements.

They are in negotiations to obtain possible easements. They have crosshatched the lots on the revised plan and noted them as potential future land swaps.

It was questioned whether screening would be required to be planted along the north side of the property, as the existing buffer was removed during construction. It was noted that it would be



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added as comment #10 under the SALDO open items on the C.S. Davidson's comment letter dated March 28, 2025.

Motion by Bigham, seconded by Harlacher, to recommend approval to the Board of Supervisors of PL 24-6- Dover Highlands Phase 3 Preliminary Land Development, 68 Apartment Multi-Family Development located in the R4 district. With open SALDO items 1 through 9, adding item number 10, "Buffer planting strip #1 along the Miller property line to be shown on the plan", along with the open items 1 through 7 in general comments, all being addressed from CS Davidson's letter dated March 28th, 2025. All members voted aye; motion carried. M. Miller abstained from voting as he is a neighboring property owner.

IV. Zoning Hearing Cases

- a. ZHB 25-2 – 4750 W. Canal Road – Agricultural District
 - i. Application by Mid-Atlantic Cooperative Solutions, Inc. t/a Aero Energy of 230 Lincolnway East, New Oxford, seeking a Use Variance of § 27-401, for the property located at 4750 W. Canal Road to permit a propane filling facility.

Code Enforcement Officer Garry Walterdorff sat in for Zoning Officer John McLucas as he excused himself from this case.

Chris Naylor with Barley Snyder, along with Larry Marshall with Aero Energy, came before the Planning Commission seeking a Use Variance of §27-401 to permit the 1-acre wooded property located at 4750 W. Canal Road for a use not permitted in an Ag zone and to permit a propane filling facility. They would like to clean up the vacant lot and rehab the existing 12,000-gallon propane tank that currently sits on the property and bring it up to code for use as a refilling station for their trucks that service this area. The tank pre-dates the zoning ordinance and sits at the center of this property and is a unique physical circumstance that must either be removed at a significant expense or be repurposed and approved for use. Allowing the variance will improve the site, as the site is currently in disrepair and has been for many years. The owner of the property has received multiple notices of violations from the Township regarding the condition of the property. The applicant would like to clean the property up and make it safer by removing all the abandoned propane tanks that are stockpiled at the back of the property, placing bollards around the refilling tank, and constructing a fence for safety. They will have a truck come once a day during peak season to refill the tank. They are aware that a Highway Occupancy permit will be required for driveway approval. The lot cannot be used as a residential lot due to the size of the lot. The variance is minimal and will result in no physical changes to the property. The use itself will involve minimal traffic and little to no activity on most days outside of the truck deliveries.



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Motion by Love, seconded by Harlacher that the Zoning Hearing Board look favorably upon the application as presented as this property is non-conforming and would be difficult to use in any other way with a suggestion of having reasonable hours of operation. All members voted aye; motion carried.

V. Ordinance(s) for Consideration

Update on Nonconformities and Text Amendments: After discussion, it was noted that Tiny Homes/Granny Flats and Short-Term Rentals would be a combined work session in the future.

VI. Correspondence/Other

- a. PMEI Training- *How to Build a Better Planning Commission* will be held on May 15th for Planning Commission members at 6:30 PM.
- b. 4857 Shady Dell Road – Addition of 15.6 Acres to be placed in Ag Security Area
Motion by Harlacher, seconded by Miller, to place an additional 15.6 acres at 4857 Shady Dell Road into Ag Security. All members voted aye; motion carried.

VII. Public Comment

There were no comments from the public.

VIII. Next Meeting

The next Planning Commission meeting will be held at the Dover Township Community Building located at 3700 Davidsburg Road on Wednesday, May 7th, 2025, at 7:00 PM. All 2025 Planning Commission meetings will be held at the Dover Township Community Building located at 3700 Davidsburg Road.

IX. Adjournment

Motion by Love, seconded by Bigam, to adjourn the meeting at 7:10 PM. All members voted aye; motion carried.

Respectfully Submitted by,

Tina Wagner
Recording Secretary