



Planning Commission Meeting Minutes July 2, 2025

Chairman Wayne Hoffman called the Planning Commission meeting to order at 7:00 PM on July 2, 2025. Members Justin Bigham, Mark Miller, and Alternate Stephen Stefanowicz were present. Other Township representatives in attendance included Solicitor John Baranski, Zoning Officer John McLucas, Township Engineer C.S. Davidson, Cory McCoy, and the Recording Secretary, Tina Wagner. Eric Harlacher, Monica Love, and alternate Anthony Pinto were absent with prior notice. One member of the public was also present.

It was stated that Stephen Stefanowicz would be a voting member for tonight's meeting.

I. Approval of the minutes from the Planning Commission meeting held on May 7th, 2025, and June 4, 2025.

Motion by Bigham, seconded by Miller, to approve the minutes from the Planning Commission meeting held on May 7th, 2025. All members voted aye; motion carried.

Motion by Bigham, seconded by Stefanowicz, to approve the minutes from the Planning Commission meeting held on June 4, 2025. All members voted aye; motion carried.

II. Public Comment

No comments from the public

III. Plans for Consideration

No Plans on the Agenda

IV. Zoning Hearing Cases

a. *Informational Only*- ZHB 25-4 – 2525 Conewago Road – Agriculture District (Approved)

i. A variance to permit an Accessory Family Dwelling Unit in an Accessory Structure was granted at the Zoning Hearing Board meeting that was held on June 18, 2025.

b. ZHB 25-5- 5421 Paradise Road- Agriculture District

i. Variance of 27-403.2.A to permit a Farm Parcel of less than 25 Acres.

Present on behalf of this application was Ean Julius, the property owner of 161 Acres, LLC. He would like to subdivide the wooded section of his property from the rest of the land located on the opposite side of Pine Hill Road. Due to Pine Hill Road passing through the property, it creates a hardship, given the unique characteristics of the lot that is naturally separated from the rest of the parcel. If



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subdivided, the parcel would be only 21.8 acres, compared to the required 25 acres for the Ag District. There are no plans to build or sell the subdivided lot. His goal is to retain a single building right on this wooded parcel of land and to have both lots, if approved, submitted for Agricultural Preservation to the York County Ag Land Preservation Board before the February 2025 deadline.

Motion by Bigam, seconded by Miller, for the Zoning Hearing Board to recommend approval for the variance of §27-403.2.A, for 5421 Paradise Road to permit a subdivision of a lot of less than 25 acres in the Agricultural District. All members voted aye; motion carried.

V. Ordinance(s) for Consideration

a. Review of Text Amendments

The Building Code threshold for Home Occupations is 10% of the habitable floor space. After the discussion, the conversation will continue when more members are present to discuss. However, it is recommended to keep it below 10% to avoid exceeding reasonable limits for meeting regulations. It was also noted that there is a discrepancy between the current definition and the regulations that need to be addressed. The suggestions are as follows:

1. *Home Occupations* - Change the definition to read: Any use of a dwelling conducted solely by a member or members of the family residing therein, which is incidental or subordinate to the main use of the building(s) for residential purposes. Change regulations: 1. The owner/resident shall be the operator, and no more than one nonresident employee shall be permitted, nor may more than three pupils receive instruction at one time. 2. The character or external appearance of the dwelling unit or accessory structure must remain that of a dwelling/accessory structure. No display or products may be shown so as to be visible from outside the dwelling/accessory structure. A name plate not larger than two square feet in area is permitted. It must be illuminated only by indirect lighting. 3. Less than 10% of the habitable floor area of the dwelling unit may be devoted to the home occupation when located inside the dwelling. If located in an accessory building, the total area devoted to the home occupation shall be an area less than 10% of the floor area of the building in which it is located. Any home occupation 10%-50% of the dwelling unit must show compliance with live/work units per Section 419 of the International Building Code (IBC), as amended, and per Section 508 (Mixed Use and Occupancy) & 509 (Incidental Uses) of the IBC, where applicable.



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2. *Accessory Apartments* - Change definition to read: An independent dwelling unit that has either been added onto or created within a single-family dwelling unit or within an accessory building, such as a detached garage, which is clearly subordinate to and customarily incidental to the principal building, containing a separate kitchen, bathroom, and sleeping area. Change regulations: 1. The principal dwelling unit must be occupied by the property owner. 2. The required two parking spaces per dwelling unit must be provided for this use. Parking facilities shall be constructed in compliance with Part 7. 3. Only one accessory apartment is allowed per parcel or lot of record. 4. Adequate sewage disposal and water for both the principal dwelling and the accessory apartment must be maintained. 5. No more than two persons shall occupy the accessory apartment.
3. *Accessory Dwelling Units*- Definition to read: An additional dwelling unit, either attached or detached from the principal dwelling, placed on a property for occupancy by either an elderly, handicapped or disabled person related to the owners of the principal dwelling by blood, marriage or adoption as defined in § 27-603 of this Chapter. Regulations as follows: 1. The principal dwelling unit must be occupied by the property owner. 2. A detached accessory family dwelling unit shall be of portable construction (excluding recreational vehicles, campers, or any other type of vehicle capable of being moved) and shall not exceed 900 square feet of floor area, and shall not exceed 15 feet in height. A detached accessory family dwelling unit shall be located only in the side or rear yard. 3. All setbacks and total lot coverage for the relevant district must be met. 4. Adequate sewage disposal and water for both the principal dwelling and the accessory family dwelling unit must be maintained. 5. No more than two persons shall occupy the accessory family dwelling unit. 6. An accessory family dwelling unit shall be occupied only by the property owner's family members, defined as: great-grandparents, grandparents, parents, children or lineal descendants (a family member's spouse and children are to be included in the definition). 7. A use permit shall be valid for a period of one year from the date of issuance, and shall be renewable in annual increments, provided that the medical hardship of the family member continues. A use permit that is issued shall become null and void if the property owner does not obtain a renewal thereof prior to the expiration date. 8. An accessory family dwelling unit shall not be rented under any circumstances. 9. A use permit shall automatically expire, and a detached accessory dwelling unit must be removed from the property within six months upon the occurrence of any of the following: A. Removal of the property owner from the principal dwelling unit. B. Removal of the family member from the detached accessory family dwelling unit. C. A violation of the requirements of this Section.



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VI. Correspondence/Other

a. Discussion & Overview of Farm Stand Map/ICDC & Comp Plan Initiative

A draft presentation of the Farm Stand Map has been developed, showing all the Markets and Farm Stands we are aware of in the community. A survey will be distributed to gather information, including hours of operation, payment methods, available products, and whether participants are interested in participating in a local farmers' market. It will also provide residents with information about local produce and locally grown products in the area. It was suggested that perhaps creating a "Passport" type activity for children to visit the stands would be beneficial.

VII. Next Meeting

The next Planning Commission meeting will take place at the Dover Township Community Building, located at 3700 Davidsburg Road, on Wednesday, August 6th, 2025, at 7:00 p.m. All Planning Commission meetings for 2025 will be held at the Dover Township Community Building at 3700 Davidsburg Road.

VIII. Adjournment

Motion by Stefanowicz, seconded by Bigham, to adjourn the meeting at 8:12 p.m. All members voted aye; motion carried.

Respectfully Submitted by,

Tina Wagner
Recording Secretary