



Planning Commission Meeting Minutes
August 6, 2025

Chairman Wayne Hoffman called the Planning Commission meeting to order at 7:00 PM on August 6, 2025. Members Eric Harlacher, Justin Bigham, Mark Miller, Monica Love, and Alternate Anthony Pinto were present. Other Township representatives in attendance included Solicitor John Baranski, Zoning Officer John McLucas, Township Engineer C.S. Davidson, Terry Myers, and the Recording Secretary, Tina Wagner. Alternate Stephen Stefanowicz was absent with prior notice. Two members of the public were also present.

I. Approval of the minutes from the Planning Commission meeting held on July 2nd, 2025.

Motion by Miller, seconded by Bigham, to approve the minutes from the Planning Commission meeting held on July 2nd, 2025. All members voted aye; motion carried.

II. Public Comment

Wyatt Lam attended tonight's meeting as part of a Boy Scout project and to earn a Life Skills Badge for his community involvement. The members of the Planning Commission provided him with a brief overview of their duties.

III. Plans for Consideration

No Plans on the Agenda

IV. Zoning Hearing Cases

- a. *Informational Only*- ZHB 25-5- 5421 Paradise Road – Agriculture District for a variance of 27-403.2.A to permit a Farm Parcel of less than 25 Acres was denied by the Zoning Hearing Board at last month's hearing.

V. Ordinance(s) for Consideration

Planning Commission members conducted a review of text amendments for Home Occupations, Accessory Family Dwelling Units, and Accessory Apartments. The suggested changes were as follows:

Home Occupations:

Home occupation - any use of a dwelling conducted 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.

§ 27-636. *Home Occupations*

Subject to the requirements below, the following home occupations may be authorized in a dwelling unit or accessory structure by special exception in all zones: Physician,



Planning Commission Meeting Minutes
August 6, 2025

dentist, clergyman, lawyer, engineer, accountant, architect, teacher, artist, crafts person (excluding furniture, cabinetry, etc.) licensed insurance or real estate agent, seamstress, barber, beautician, baker, pet grooming, taxidermy and similar service occupations and professions. Firearm sales are allowed in all zones except residential.

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. Up to 45% 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 45% of the habitable floor area of the dwelling unit. Any home occupation exceeding 45% 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.
4. Besides the required parking for the dwelling unit, additional off-street parking is required as follows:
 - A. One space for the operation of the home occupation and one space for each nonresident employee.
 - B. Three additional spaces per 100 square feet of habitable floor area used for medical, dentistry or veterinary professions.
 - C. Garages shall not be considered parking areas for home occupations. Each space provided shall not have direct access to the street to avoid vehicles backing into the flow of traffic.
5. For home occupations utilizing on-lot wastewater systems and generating additional wastewater than the residential use, the Township Sewage Enforcement Officer (SEO) shall certify that the onlot system will function with the additional volume and content of the wastewater generated by the home occupation.
6. The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical or electronic interference, including interference with radio or television reception, which is detectable in the neighborhood.
7. The business activity may not generate any solid waste or sewage discharge, in volume or type, which is not normally associated with residential use in the neighborhood.
8. The business may not involve any illegal activity.



Planning Commission Meeting Minutes
August 6, 2025

Accessory family dwelling unit:

Accessory family dwelling unit - an additional dwelling unit, either attached or detached from the principal dwelling, placed on a property for occupancy by a person in need, related to the property owner, by marriage or adoption as defined in § [27-603](#) of this Chapter.

§ 27-603. *Accessory Family Dwelling Unit*

1. The principal dwelling unit must be occupied by the property owner or a relative of the property owner.
2. A detached accessory family dwelling unit shall be constructed using IRC or HUD approved construction (excluding recreational vehicles, campers, or any other type of vehicle capable of being moved) and shall not exceed 50% of the principal dwelling's floor area. It shall not exceed the required height of an accessory structure in its relevant zoning district. A detached accessory family dwelling unit shall be located only in the side or rear yard. If located in the front yard, §27-502.G shall apply, or 100 feet from the road frontage, whichever is less.
3. All setbacks and total lot coverage for the relevant district must be met. If an accessory apartment is located within an accessory building, the entrance location(s) to the accessory dwelling unit must comply with the principal building setbacks of the relevant zoning district. Porches/Decks – shall comply with Part 5.
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 or the 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 automatically renew in annual increments, provided that the need of the family member continues.
8. 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.
9. Only one accessory family dwelling unit is allowed per parcel or lot of record.
(Ord. 2015-06, 9/28/2015)
10. Prohibited on any lot with an existing Accessory Apartment.



Planning Commission Meeting Minutes
August 6, 2025

Accessory Apartments:

Districts Permitted

Accessory apartments shall be permitted by Special Exception in the following Districts: R1, Ag, Village, Conservation.

Accessory apartment - 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.

§ 27-602. Accessory Apartment

1. The minimum lot size shall be ½ acre.
2. The principal dwelling unit must be occupied by the property owner.
3. The required two parking spaces per dwelling unit must be provided for this use. Parking facilities shall be constructed in compliance with Part 7.
4. Only one accessory apartment is allowed per parcel or lot of record.
5. Adequate sewage disposal and water for both the principal dwelling and the accessory apartment must be maintained.
6. No more than two persons shall occupy the accessory apartment.
7. All setbacks and total lot coverage for the relevant district must be met. If an accessory apartment is located within an (existing?) accessory building, the entrance location to the accessory apartment must comply with the principal building setbacks of the relevant zoning district.
8. Prohibited on any lot with an existing Accessory Family Dwelling Unit.

VI. Next Meeting

The next Planning Commission meeting will take place at the Dover Township Community Building, located at 3700 Davidsburg Road, on Wednesday, September 3rd, 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.

VII. Adjournment

Motion by Love, seconded by Harlacher, to adjourn the meeting at 8:48 p.m. All members voted aye; motion carried.

Respectfully Submitted by,

Tina Wagner
Recording Secretary