

**PLANNING COMMISSION MEETING MINUTES
EAST HANOVER TOWNSHIP
DAUPHIN COUNTY, PENNSYLVANIA
8848 JONESTOWN ROAD, GRANTVILLE, PA 17028**

DECEMBER 27, 2011

Members Present: Mike Webb, Curtis Cassel, Glenn Moyer, Paul Turns
Members Absent: Marie Beaudet

Also Present: David Smith, Light-Heigel & Associates, Township Zoning Officer,
Scott Wyland, Salzmann Hughes, P.C., Norman Ulrich III, LTL Consultants/Township
Engineer and Ronald L. Reeder, Township Manager

The meeting was called to order by Vice Chair Mike Webb at 7:00 p.m.

APPROVAL OF MINUTES

- Mr. Moyer made a motion to recommend approval of the November 28, 2011, meeting minutes. Mr. Turns seconded the motion. Being no further discussion, the motion was approved 4 in favor, 0 opposed.

PLANS TO BE DISCUSSED

- Eric Turns Subdivision (time expires 03/25/12 – located at 9209 Jonestown Road)
The following discussion ensued concerning the Township Engineer's letter dated December 20, 2011. The items listed are from the letter and the response is the result of the discussion at the meeting:

As requested by the Township, LTL Consultants has reviewed the above referenced plan for conformance with the East Hanover Township Zoning, Subdivision and Land Development and Stormwater Management Ordinances, as well as common engineering practices.

The site is located at the corner of Jonestown Road and North Hill Drive in the Village Residential (VR) Zoning District. The property consists of approximately 2.1 acres (gross) containing an existing single-family residence with accessory structures. The proposal is to subdivide the property into 2 lots, with Lot 1 containing the existing residence on 0.674 acres (net) and Lot 2 containing 1.167 acres (net). The plan notes that the proposed use is single family detached, but no improvements are shown.

LTL received the following information:

1. Land Subdivision Plan for Eric J. Turns, consisting of a two sheet plan set, dated 09/01/11, last revised 12/06/11 by Act One Consultants, Inc.;

2. Speed and Sight Distance Study, by Traffic Planning and Design, Inc., dated November 30, 2011;

previously received were:

3. Twenty-three (23) Request for Waiver form letters; and
4. Exemption from Sewage Facilities Planning confirmation letter from PA DEP, dated November 7, 2011.

The following comments are offered for your consideration:

CONFORMANCE - ZONING ORDINANCE (enacted 4/1/03 as amended)

1. Section 240 – This section contains the regulations of the Steep Slope Overlay Zone. Based on the contours provided, the site contains areas of both Precautionary (15-25%) and Prohibitive (25% or greater) slopes (Section 240.4). Permitted uses are restricted in both of these types of slopes with structures only allowed by special exception (Sections 240.5 & 240.6). Maximum disturbance and maximum impervious values are set forth in Section 240.7. The plan needs to identify both types of steep slopes and indicate those portions of the property are in and subject to the regulation of the Steep Slope Overlay Zone.
2. Section 250 – This section contains the regulation of the Riparian Buffer Overlay Zone. The plan does not indicate whether or not wetlands have been investigated for the property, but based on the waiver requests, it does not appear to be the case. Buffer Zone 1 is applicable to wetlands per Section 250.3.2.A. If wetlands exist, Zone 1 provisions would be applicable, including but not limited to, allowed and prohibited uses (Sections 250.4 through 250.311). – ***Noted on plan that none exist***
3. Sections 308 & 309 – These sections discuss required vehicular access and driveway requirements. Driveways are to conform to the standards of the East Hanover Township Street Access Ordinance. As noted above, a Speed and Sight Distance Study was submitted. The Township’s Director of Public Works will be reviewing the study. – ***The Director of Public Works’ evaluation had been mailed to the applicant and the Planning Commission members. However Mrs. Turns claimed they had not received it. A copy was provided to them along with a copy of the Formula Sight Distance Table that the applicant’s engineer should have used as provided for in the ordinance. Sight distances will have to be readdressed by the applicant.***
4. Section 500 – The existing residence is not in conformity with the Zoning Ordinance, due to its location completely within the front yard setback. Per this section, it may continue

since it lawfully existed at the time of enactment of the Zoning Ordinance. – *No additional comment was necessary.*

CONFORMANCE - SUBDIVISION AND LAND DEVELOPMENT ORDINANCE
(enacted 4/1/03 last amended 10/6/09)

1. Section 304.7 – This section discusses outside reviewing agencies which will review the Final Plan and report their findings to the Planning Commission and Board of Supervisors. These include:
 - Dauphin County Planning Commission (review pending)
 - PA DEP (sewage planning – exemption confirmed, letter dated 11/7/11)
 - Township Zoning Officer (review letter dated 9/26/11)
 - Township Director of Public Works (letter dated 11/3/11)(review of Speed and Sight Distance Study pending)
2. Section 303.1.1 – Per this section, a preliminary plan submittal is not required for this proposal (less than four residential lots). The plan was submitted as a final plan and was reviewed as such. – *No additional comment was necessary.*
3. Section 403.2 & 402.2.11 – This section requires all existing nonconforming structures/uses to be identified by a statement on the plan. A statement listing the existing residence on Lot #1 as a nonconforming structure is needed on the plan. – *Agreed that the statement is needed.*
4. Sections 403.3 & 402.3.4 – This section requires various existing features to be shown on the plans. The following comments each relate to required existing features;
 - a. The location of wetlands, if any, are to be shown. – *Noted on plan that none exist*
 - b. Existing features are to be shown when they are located within 200 feet of the subject property. The only existing features shown outside of the property are the sanitary sewer location and a few contours across North Hill Drive, along with two large trees to the east on the Glenn Moyer property. – *Applicant may request a waiver of this section and the PC would generally support the request.*
5. Sections 403.3 & 402.3.5 – This section requires existing wells on the property or within 100 feet of it to be shown. The existing well on Lot #1 is shown. No well is indicated for the adjacent Glenn Moyer property. Due to the relative narrowness of the lot, the well could be within the 100-foot limit. If the well is not within the 100-foot limit, rather than actually locating the well, a note could be added to the plan stating that there are no wells within 100 feet of the property boundary. - *The waiver for this*

requirement would be appropriate since the area is served by public sewer and would negate the need for this study.

6. Sections 403.3 & 402.3.6 – This section requires important natural habitats be identified on the plan based on the Pennsylvania Natural Diversity Inventory (PNDI). No PNDI information was provided. – ***This information is required and must be filed.***
7. Sections 403.4 & 402.4.4 – This section requires the location and configuration of proposed buildings, driveways and all other proposed facilities. Other than parking spaces, no proposed facilities that would typically be needed for a single family lot are shown such as, but not limited to, the proposed house, driveway, well, sanitary sewer connection, and stormwater facilities. A waiver is being requested. – ***In general the PC would support the waiver requests with the exception of the location of the proposed driveway.***
8. Sections 403.4 & 402.4.12 – This section requires a grading, drainage and utility plan. Finished floor elevations are to be shown along with proposed contours showing finished grading including storm water management facilities and sanitary sewer layout. A waiver is being requested. – ***The engineer questioned the accuracy of the swale centerlines flowing from Lot#2 to and thru Lot#1 as shown. The centerline should be confirmed or shown with more accuracy.***
9. Section 403.2 & 402.2.13 – This section requires any proposed waivers to be shown on the plan, and upon Township action, it requires the plan to acknowledge the outcome. A list of waivers is included on the left hand side of sheet 1 that need to be revised as follows:
 - a. Many of the waivers that were listed can be deleted since the requirements would not be considered applicable to this type of subdivision. These are numbers 1, 3-6, 8-15, and 18-20. – ***Remove those waiver requests from the plan and renumber the remaining waiver requests.***
 - b. One request which was included in the previously submitted Request for Waiver forms needs to be added to the list, that is, Section 402.5.3 – Stormwater Management. – ***Applicant agreed to add to the waiver request list shown on the plan.***
 - c. The topic of current number 16, Section 402.5.8 needs to be revised to Wetland Study. – ***All agreed that this waiver request could be removed from the plan.***
 - d. Once known, the appropriate date will need to be completed in the blank provided with each request in the list.

Each applicable waiver that has been requested and is applicable is discussed individually in separate comments elsewhere in this letter.

10. Sections 403.4.2 – This section directs that along existing streets, the lot line may be described to the existing deed line. Since East Hanover Township typically does not formally accept additional right-of-way, the lot lines along North Hill Drive and Jonestown Road need to be revised so that they extend to the deed line. The proposed right-of-way line needs to remain on the plan with its description, but its line type will need to be changed. The proposed right-of-way will need to be labeled as such. – ***Applicant agreed to make the necessary changes.***
11. Sections 403.4.2 – This section requires lot line dimensions to be shown. The length of the front lot line of Lot #2 needs to be provided. – ***Applicant agreed to make the necessary changes.***
12. Section 403.4.5 – This section requires Uniform Parcel Identifiers (UPIs) for all lots along with a 2” square adjacent to the list for certification by the Dauphin County Office of Tax Assessment. The Dauphin County Tax Mapping Office needs to be contacted for assignment and confirmation of Uniform Parcel Identifiers for each lot (also known as PINs or Tax ID and others). The numbers and the two-inch square adjacent shall be added to the plan. The Dauphin County Office of Tax Assessment certification must be provided prior to recording. – ***Applicant agreed to make the necessary changes.***
13. Section 403.5 & 402.5.3 – For projects that include only the subdivision of land, this section requires a stormwater management plan showing guidelines for lot grading away from buildings. No lot grading is indicated. A Request for Waiver form was previously submitted for this section. – ***The PC supports this waiver request while recognizing that the stormwater plan will be submitted as part of the land development plan if the waiver is approved.***
14. Sections 403.5 & 402.5.8 – A wetland determination is required for all plans. If it is found that there are no wetlands on the property, the note stated in Section 402.5.8.1 must be added to the plans. If wetlands are found they are to be delineated and shown on the plan in accordance with the criteria in Section 402.5.8.2. A waiver is being requested. – ***Noted on the plan that none exist.***
15. Section 403.4.1 – This section requires a complete survey description of the centerline of all existing streets. For Jonestown Road, it appears that the deed line could be the same as the centerline, but this is not indicated on the plan. For North Hill Drive, the

centerline is not described. A waiver is being requested. – ***The PC supported this waiver request.***

16. Section 403.6.1 – This section requires the Board of Supervisors Final Plan Approval Statement (Appendix No. 5) be provided on each plan to be recorded. The statement is shown on sheet 1 but not on sheet 2. Sheet 2 must be recorded since it is the sheet where the proposed lot is shown. – ***Applicant agreed to this condition.***
17. Section 403.6.2 – This section requires the Planning Commission and Township Engineer Statements (Appendix No. 3) be provided on each plan to be recorded. The statement is shown on sheet 1 but not on sheet 2. Sheet 2 must be recorded since it is the sheet where the proposed lot is shown. – ***Applicant agreed to this condition.***
18. Section 602.3.4 – This section requires all construction necessary to correct an existing street of improper width, grade, alignment or surface condition. Jonestown Road is 24 feet wide and North Hill Drive is 21 feet where they abut the property being subdivided. Per Section 602.10, Jonestown has a required cartway width of 28 feet and North Hill has a required 22-foot width. A site visit to determine the condition of the other parameters would be needed. – ***The PC feels that the applicant can request a waiver of this section and the PC would support that request.***
19. Section 604 – This section requires driveways to conform to the standards of the Street Access Ordinance. No design specifications related to a driveway to serve the lot proposed for a single family dwelling has been provided at this time, other than the safe stopping sight distance information which is based on the Speed and Safe Sight Distance Study. The Township Public Works Director will be reviewing the study. The plan should note that a driveway permit in accordance with the East Hanover Township Street Access Ordinance will be needed prior to any change in use of Lot #2. – ***See response to Conformance – Zoning Ordinance #3***
20. Section 609.1 – This section requires sidewalk along both sides of all existing streets abutting a subdivision. No sidewalk is proposed. – ***The PC indicated that it would support the waiver request.***
21. Section 610.1 – This section requires curb along both sides of all existing streets abutting a subdivision. No curb is proposed. – ***A waiver will need to be requested and the PC would support the request.***
22. Section 614.8 – This section requires all proposed monuments to be installed and inspected by the Township prior to release of the plans for recording. The plan indicates two (2) proposed monuments. A signed and sealed letter/memo from the surveyor responsible for placement of the monuments, certifying that the work is

complete is required. At that time, an inspection can be performed. – *A surveyor certification and monument verification will be required prior to plan release.*

23. Section 615 – This section requires all subdivisions to conform to the Township’s storm water management standards as amended. See stormwater management comment section below. – *A waiver associated with the stormwater management will need to be requested and would be supported by the PC providing that a note would be added to the record plan.*
24. Section 617.2 – This section requires the plan to identify wetlands and wetland buffers and defines wetland buffer. If wetlands are found, the plan must address the requirements of this section and other applicable subsections under Section 617. - *Noted on the plan that none exist.*
25. Section 619.4 – This section requires the two types of steep slopes defined per Sections 619.1, 619.2, and 619.3 to be shown on the plans in contrasting hatching. As discussed in Zoning Ordinance Section 240 within this letter, based on the contours provided, there appear to be areas of both precautionary and prohibitive slopes on the property. – *Applicant agreed to have these identified and added.*
26. Sections 623.1 & 623.2 – These sections require dedication of park and/or open space per the Township Recreation Plan for any proposal that creates a new dwelling unit. The Recreation Plan specifies 0.052 (2265.12 sq. ft.) acres per dwelling unit be dedicated. Based on the proposal of one new dwelling unit, 0.052 acres would be required. Section 623.3 lists alternatives to dedication, which the applicant and Township should discuss.

CONFORMANCE - STORMWATER MANAGEMENT AND FLOOD REDUCTION ORDINANCE (adopted 3/18/08 as amended)

1. Sections 106.A and 106.D – These sections outline applicability and disturbance limit requirements for regulated activities located within the Township as it relates to Stormwater Management requirements. Due to the limited scope of the subdivision (no proposed construction at this time), in lieu of complying with the requirements of this section, the applicant needs to include a note on the plan, which states the following: “This approval is for subdivision only. Any future construction or land development activity must comply with all applicable laws, regulations and ordinances, including but not limited to applicable stormwater management ordinances.”

GENERAL COMMENTS

1. The plan contains a long list titled "Zoning Notes" on the upper left side of sheet 1. The specific items should be deleted from the note since some would not apply and some that would apply are not included. Instead, the opening sentence should be revised by replacing "... the following..." with "... all applicable...".
2. Sheet 2 indicates an 18" CMP under the existing access drive, and Note 5 on sheet 1 discusses providing additional information for it and the parking spaces with the issuance of the building permit. The 18" CMP and Note 5 should be removed from the respective sheets. If a pipe is needed under the proposed driveway, the size and type of pipe and other specifications will be reviewed and approved with the application for a driveway permit.

OLD BUSINESS

Zoning Ordinance - Vice Chair Webb commented there was no discussion concerning any additional meetings at this time.

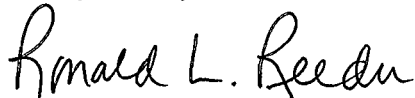
NEW BUSINESS

None

ADJOURNMENT

Curt Cassel moved a motion for adjournment. The meeting adjourned at 8:23.

Respectfully submitted,



Ronald L. Reeder
Township Manager

Cc: Board of Supervisors
Keith Espenshade
George Rish
Joe Kenny III
Michael Yingling

Planning Commission
Mike Webb
Glenn Moyer
Curtis Cassel
Paul Turns

Deb Casey, Secretary-Treasurer
David Smith, Township Zoning Officer
DC Planning Commission

Norm Ulrich, Township Engineer
Scott Wyland, Township Solicitor