

MINUTES  
WEST MANHEIM TOWNSHIP  
PLANNING COMMISSION REORGANIZATION MEETING  
THURSDAY, JANUARY 21, 2021  
6:00 PM

ITEM NO. 1 Meeting Called to Order

The regular meeting of the West Manheim Township Planning Commission was called to order at 6 p.m. by Chairman Jim Myers, followed with the Pledge of Allegiance. The meeting was also held virtually through the GoToMeeting video conferencing software.

ITEM NO. 2 Roll Call

The roll was called, and the following Commission Members were present: Chairman Jim Myers, Jeff Brown, Andy Hoffman, Darrell Raubenstine, Jay Weisensale, Township Manager Michael Bowersox, and Miriam Clapper, recording secretary were present. Township Engineer Cory McCoy was present through GoToMeeting. A quorum was present.

ITEM NO. 3 Reorganization - 2021

A. Chairman

Chairman Myers asked for nominations for Chairman of the Planning Commission and Andy Hoffman nominated current Chairman Jim Myers. Chairman Myers asked if there were any more nominations and received none. Chairman Myers then closed the nominations and asked for a vote on the nomination. All planning members agreed that Chairman Jim Myers would remain in his current position.

B. Vice Chairman

Chairman Myers asked for nominations for Vice Chairman of the Planning Commission and Jay Weisensale nominated current Vice Chairman Andy Hoffman. Chairman Myers asked if there were any more nominations and Darrell Raubenstine nominated Jeff Brown. Jeff Brown turned down the nomination. Chairman Myers then closed the nominations and asked for a vote on the nomination. All planning members agreed that Vice Chairman Andy Hoffman remain in his current position.

C. Secretary

Chairman Myers asked for nominations for Secretary of the Planning Commission and Andy Hoffman asked Darrell Raubenstine if he was willing to serve and he was willing. Chairman Myers asked if there were any more nominations and received none. Chairman Myers then closed the nominations and asked for a vote on the nomination. All planning members agreed that Secretary Darrell Raubenstine would remain in his current position.

D. Recording Secretary

Chairman Myers asked for nominations for Recording Secretary of the Planning Commission and Jay Weisensale nominated Miriam Clapper. Chairman Myers asked if there were any more nominations and received none. Chairman Myers then closed the nominations and asked for a vote on the nomination. All planning members agreed that Miriam Clapper would remain in the position of recording secretary.

E. Establish the Meeting Dates and Times for the Planning Commission Meetings

Chairman Myers asked if the Planning members agreed that the meeting dates and times for the Planning Commission would stay as the third Thursday of each month and the meeting time at 6 p.m. or did they want to change them and all planning members agreed to keep the meeting date and time the same.

ITEM No. 4 Approval of Minutes – December 17, 2020

Jay Weisensale made a motion to approve the Minutes from the December 17, 2020, Planning Commission meeting as corrected, seconded by Andy Hoffman. **Motion carried.** Jeff Brown pointed out that his name was missed on the motion as a “no vote” to submit the Act 537 Plan for the sale of the sewer system.

ITEM NO. 5 Correspondences

Chairman Jim Myers noted that the Planning members received their Ethics Forms for the year 2020.

ITEM NO. 6 Visitors

Chairman Jim Myers noted that there were no visitors in attendance but could be attending online.

ITEM NO. 7 Public Comment – Items Not Listed on Agenda

Chairman Myers asked if anyone present online wanted to discuss an item not listed on the Agenda and received no reply.

ITEM NO. 8 Zoning Matters

Township Manager Michael Bowersox reported that the Zoning Hearing Board denied the variance request from Michael Prin/Nick Liparini/Dan Ryan Builders Mid-Atlantic, LLC to encroach 15 feet into the front yard setback of 40 feet. He also informed the Planning members that the applicant is coming to the Board of Supervisors’ February work session with a proposal but wasn’t sure what the proposal was. He reported that there were no zoning cases scheduled for January 2021.

ITEM NO. 9. Subdivision and Land Development Plans

A. D. R. Horton Waiver Request for High Pointe at Rojen Farms Subdivision

1. Waiver request for modification relief from West Manheim Township SALDO Chapter 235, Article V Design and Construction Standards, §235-51.D. Driveways - Driveways may not exceed 24 feet in width at the right-of-way line.

Township Engineer Cory McCoy explained that D. R. Horton was requesting to place a temporary parking pad on Lot #429 and a temporary sidewalk from the temporary parking pad over to their model home on Lot #430 in High Pointe at Rojen Farms Subdivision. He explained that the waiver request was needed because the parking pad exceeds the 24 feet in width at the right-of-way line. He saw no problem with the request since both are temporary and Winifred Drive is not a public street. Township Engineer Cory McCoy does feel that it needs to be made very clear when the temporary parking spaces and temporary sidewalk will be removed. He feels the very latest they can be removed is prior to adoption of the street, earlier is preferred.

A discussion took place on the need for the temporary parking pad and temporary sidewalk, the length of time to allow the temporary parking pad and temporary sidewalk and what was the best layout for the temporary parking pad. After discussing the waiver request, Chairman Myers asked if anyone wanted to make a favorable recommendation with the conditions that the two lots could not be sold until the temporary sidewalk and temporary parking pad were removed, the Township would not accept the street for dedication until they are removed and that no building permit would be issued for Lot #429 as long as the temporary sidewalk and temporary parking pad were on Lot #429.

Andy Hoffman made a favorable recommendation to the West Manheim Township Board of Supervisors on the waiver request for modification relief from West Manheim Township SALDO Chapter 235, Article V Design and Construction Standards, §235-51.D. Driveways - Driveways may not exceed 24 feet in width at the right-of-way line on the conditions that the temporary parking spaces and temporary sidewalk is removed from Lot #429 or Lot #430 are sold or dedicating the streets to the township before the parking spaces are removed, seconded by Jay Weisensale. In a vote of Jeff Brown, Jim Myers, Andy Hoffman and Jay Weisensale, voting “aye” and Darrell Raubenstine voting “nay”, the **Motion carried.**

ITEM NO. 10 Signing of Approved Plans

The Planning Members signed the following plans:

- A. Prinland Heights Preliminary Plan
- B. Tollgate Road Final Plan
- C. Moffitt and Little Minor Final Plan

ITEM NO. 11. Other Business

There was none at this time.

ITEM NO. 12 Public Comment

There was no one present from the public to address the Commission.

ITEM NO. 13 Next Meeting

The next Planning Commission meeting is scheduled for February 18, 2021 at 6:00 p.m.

ITEM NO. 17 Adjournment

Jay Weisensale made a motion to adjourn at 6:40 p.m., seconded by Andy Hoffman. **Motion carried.**

Respectfully Submitted,

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Miriam E. Clapper, Recording Secretary

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Chairman