

HEIDELBERG TOWNSHIP PLANNING COMMISSION
PO Box 188 Mill Road
Schaefferstown, PA 17088
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**Minutes
April 17, 2023**

Planning Commission Members Attendance:

**Craig Dieffenbach - Absent
Tim Hoffman
Ken Haller
Jedd Erdman
Ted Cromleigh**

Others in Attendance:

**Robert Lynn, Hanover
Engineering
Chad Smith, Steckbeck
Engineering and
Surveying, Inc.
Isaac Sweeney, Nate Weaver
and Patrick Dennis,
Landmark Homes
Peter Wertz, McNeese
Matthew J. Creme, Special
Township Counsel**

CALL TO ORDER – Meeting was called to order by Hoffman at 7:00 PM

AGENDA

No agenda additions. Motion was made by Erdman and Second by Cromleigh to approve the agenda. All in favor, motion carried.

COMMENT FROM THE PUBLIC

NONE

PLANNING COMMISSION MEETING MINUTES

Motion was made by Erdman and second by Cromleigh to approve the minutes of the March 20, 2022, meeting. All in favor, motion carried with Haller and Erdman abstaining.

PLANNING MODULES FOR RECOMMENDATION

NONE

ACTIVE PLANS FOR REVIEW AND RECOMMENDATION TO THE BOARD OF SUPERVISORS

- 1. Copper Ridge Subdivision Phase 1 Final Plan – (Steckbeck Engineering and Surveying)
Location – north side of Heidelberg Ave.
Date Submitted – 11/30/20
Board of Supervisors action required – 04/25/23
Zoning – VR**

Chad Smith of Steckbeck Engineering and Surveying, Inc., presented a plan summary. Planning Commission Members presented several inquiries including:

- 1. Status of PennDOT Highway Occupancy Permit applications. Smith noted that permits have been submitted and reviewed and that the PennDOT comments are being addressed.**
- 2. Status of the wetlands and responsibilities for protection of wetlands and BMPs included on individual lots. Smith noted that the Homeowners' Association will be responsible for protection and structural integrity of the facilities and the individual homeowners will be responsible for cosmetic maintenance. The wetlands and BMPs will be included in easements and maintenance/ownership responsibilities will be defined in the Homeowners' Association (HOA) documents.**
- 3. Applicant clarified that the Townhomes Lot 2 will be condominiums. The Planning Commission questioned how the Condominium Owners' Association (COA) will coordinate with the HOA. Township Counsel Creme and applicant's Counsel Wertz explained that the COA will be a member of the HOA and that the responsibilities of all entities will be defined in the necessary agreements.**
- 4. Stormwater Easements for Lot 2 will not be necessary as either COA or HOA will be maintaining the facilities.**
- 5. Questions were raised regarding the building renderings provided by the applicant. The questions were addressed by the applicant's representative Patrick Dennis.**
- 6. Planning Commission requested that an outline of the structures of the agreements be provided to the Planning Commission prior to any action to recommend plan approval. Counsels Creme and Wertz will coordinate and prepare the outline.**
- 7. Planning Commission requested that foundation elevation certificates be provided for all structures. Engineer Lynn noted that individual site grading plans will be required with building permit applications to be reviewed for compliance with the design grading provided on the approved plan.**

Motion was made by Cromleigh and second by Hoffman to table the plan. All in favor, motion carried.

ACTIVE PLANS STILL UNDER REVIEW WITH ENGINEERING AND ZONING

1. **Cherie Kay Signs – (Diehm & Sons)**
Location – west side of Locust St. north of Oak St.
Date Submitted – 6/8/22
Board of Supervisors action required – 4/26/23
Zoning – I

2. **Gideon and Arie Fisher – (Diehm & Sons)**
Location – north side of Horst Rd. east of Stiegel Pk.
Date Submitted – 3/1/23
Board of Supervisors action required – 6/18/23
Zoning – I

SECRETARY’S REPORT

1. Reviewed the Board of Supervisors minutes.
2. Review of the Zoning Officer’s report.

OTHER PLAN/PERMIT ACTIVITY – For Information Only

1. **Anne Burkholder – SWM Exemption**
Location – 122 Mountain Rd.
Application – Shed

2. **Benuel Fisher –SWM Exemption**
Location – 108(A) Valley View Rd.
Application – Lean-to Shed

3. **Lois Kline –SWM Exemption**
Location – 145 Sinclair Rd.
Application – House Addition and Porches

ITEMS FOR DISCUSSION/COMMENTS FROM COMMISSION MEMBERS

None

ADJOURNMENT

Motion was made by Hoffman and second by Erdman to adjourn the Planning Commission meeting at 8:33 pm. All in favor, motion carried.

**NEXT PLANNING COMMISSION MEETING IS SCHEDULED FOR MAY 15, 2023, AT
7:00 PM**

Ken Haller, Secretary