

**LANCASTER TOWNSHIP PLANNING COMMISSION**  
**1240 Maple Avenue**  
**Lancaster PA 17603**

**MEETING MINUTES – May 17, 2016**

**CALL TO ORDER**

The regular meeting of the Lancaster Township Planning Commission (LTPC) was held Tuesday, May 17, 2016 at the Lancaster Township Municipal Building. The meeting was called to order at 7:10 p.m. by LTPC Chairman, Melissa Kelly, with the following LTPC members in attendance: Angie Sowers, Gordon Reed, Gary Jones, Richard Hendricks, and Glenn Ebersole. Also in attendance were Tom Daniels, Lancaster Township Zoning Officer; Gretchen Smith, Planning & Zoning Assistant; Ben Webber, Township Engineer from RETTEW Associates; John Jarboe and Randall Wagner, 1035 Marietta Ave.; Marilyn Berger, Berkshire Hathaway; and several residents.

**Approval of Minutes – April 19, 2016**

The April 19, 2016 LTPC meeting minutes were approved.

**Public Participation or Comments:**

- None

**SUBDIVISION/LAND DEVELOPMENT PLANS:**

- **LTPC #258 – Roslyn Mansion, 1035 Marietta Ave., Lot Add-On Plan – Briefing Item**
  - The following information was presented by the applicant:
    - Application for Consideration of a Subdivision and/or Land Development Plan
    - Plans from the applicant dated April 19, 2016
    - Modification request letter from the applicant dated April 19, 2016
    - RETTEW's review letter dated May 4, 2016 responding to the above-mentioned application, plans, and modification request letter.
  - Marilyn Berger of Berkshire Hathaway presented a proposed Lot Add-On Plan for 1035 Marietta Ave.
    - The property is currently composed of three tracts. The proposed plan would create two separate lots with the existing residence and carriage house being sold as two separate dwelling units.
  - Mr. Webber discussed the modifications noted on RETTEW's review letter dated May 4, 2016. Highlighted topics included:

- Comments 5 and 7 under the Subdivision and Land Development section of the review require written modification requests to be submitted to the Township prior to the plan's approval.
- Per review comment 6, a joint access and maintenance agreement regarding the shared driveway must be submitted or a proposed driveway for the carriage house should be indicated on the plan.
- A revised proposed plan dated May 12, 2016 and a letter regarding the previously approved special exception granted for a bed and breakfast use were provided by Ms. Berger at the meeting. This information is to be reviewed by the township and RETTEW prior to being commented upon.
- The Planning Commission did not take action on this item at this meeting.

**Old Business:**

- None

**New Business:**

- None

**Adjournment:**

The meeting was adjourned at 7:58 p.m. The next regularly scheduled LTPC meeting will be held on Tuesday, June 21, 2016 at 7:00 p.m.

Respectfully submitted,



Angie Sowers  
Secretary