

**LANCASTER TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**MINUTES**  
**May 13, 2019**

**I. PLEDGE OF ALLEGIANCE, CALL TO ORDER, AND ROLL CALL**

The duly advertised Lancaster Township Board of Supervisors meeting was held on Monday, May 13, 2019 in the township building at 1240 Maple Avenue, Lancaster, PA. The meeting was called to order at 7:00PM by Chair Thomas H. Schaller. Vice Chair Steven P. Elliott, Treasurer Benjamin H. Bamford, and Township Manager William M. Laudien were also present. Others in attendance included court stenographer Cheryl Hansberry, township staff, and interested parties. Mr. Schaller led those assembled in the Pledge of Allegiance.

**II. CONDITIONAL USE HEARING - LTFC 284 – 122 CITY MILL ROAD**

The board closed the regular meeting at 7:01PM, and opened a Conditional Use Hearing per Article XX, Chapter 280, Section 2001. Applicants Allon and Doris Lefever are requesting a Conditional Use per sections 404.3 and 1530.2 of the Lancaster Township Zoning Ordinance (2012) in order to construct a two-family dwelling (duplex) at 122 City Mill Road, Lancaster, PA 17602, and identified as tax parcel 340-25746-0-0000 in the R-1 Residential Zoning District.

The following individuals were sworn in: Ben Craddock (representing Allon and Doris Lefever), Lancaster Township Engineer Ben Webber, Lancaster Township Zoning Officer Tom Daniels, and neighbor parties Phil and Carissa Pinkard of 141 Conestoga Woods Road.

Mr. Craddock of the Lancaster Civil Engineer Company gave a presentation to the board on behalf of his clients Allon and Doris Lefever. The request is for a duplex to be constructed on the .4 acre lot. It is currently vacant; currently wooded. It is technically a multi-family dwelling, with two residents. It's on one lot. It will not be subdivided. Mr. Craddock presented a rendering of what the home will look like, as well as a schematic, marked Exhibit A and B respectively. If approved, they are asking for two deviations from the ordinance. The ordinance requires a fifty foot minimum setback, and they are asking for a setback more appropriate to a duplex—a twelve foot side-yard setback. Also, in this district, the minimum lot area for all other uses, which this would fall under, is one acre. This lot is roughly 17,000 square feet, so they are asking that this lot be allowed for a duplex.

The board of supervisors had no questions for the applicant. Ms. Pinkard asked questions regarding rental and if there would be a fence. It was stated that it would be a rental, and there will be trees in the back, no fence. Mr. Daniels gave testimony that the hearing was advertised by public notice, and that there was a posting of the property seven days prior to the hearing. Notice of the hearing was also sent to adjoining property owners. Mr. Webber presented his review letter of April 26, 2019 with review comments from the Lancaster Township Planning Commission. There were no further questions or statements from the board or the public

Mr. Elliott moved, and Mr. Bamford seconded, and the board unanimously closed testimony on the conditional use hearing for LTFC 284.

Mr. Bamford moved, and Mr. Elliott seconded, and the board unanimously moved to proceed with their decision verbally on the conditional use application, with the written decision to follow at the June 10, 2019 board meeting.

Mr. Bamford moved, and Mr. Elliott seconded, and the board unanimously approved the application for conditional use on LTPC 284—122 City Mill Road, for a residential infill development to construct a two-family dwelling unit on an existing lot, including the applicant’s request for two modifications or deviations: 1) a reduction of the side-yard setback to twelve feet, and 2) reduction of the minimum building lot size to .4 acres, roughly 17,000 square feet, the size of the existing lot.

Mr. Elliott moved, and Mr. Bamford seconded, and the board unanimously closed the conditional use hearing for LTPC 284. The regular meeting was reconvened at 7:13PM.

**III. PUBLIC COMMENT ON AGENDA ITEMS**

No public comment on agenda items.

**IV. SECRETARY'S REPORT**

The minutes of the April 8, 2019 board meeting were approved by general consent.

**V. TREASURER'S REPORT**

Mr. Bamford presented the treasurer’s report as of May 13, 2019:

General Fund.....	\$7,140,640.55
Highway Aid Fund.....	958,195.63
Capital Reserve Fund.....	434,873.56
TOTAL .....	\$8,533,699.74

Mr. Schaller stated the treasurer’s report would be filed for audit.

**VI. PAYMENT OF BILLS**

On a motion by Mr. Bamford, seconded by Mr. Elliott, the board unanimously approved the payment of bills (04/09/2019–05/13/2019):

General Fund.....	\$674,679.57
Escrow Fund .....	8,350.98
State Highway Fund.....	4,513.76
Capital Reserve Fund.....	-0-
TOTAL .....	\$687,544.31

**VII. REPORTS**

- A. Lancaster Township Fire Department:** Chief Ron Comfort Jr. reported there were twenty-five calls in the township, with eighteen calls for mutual aid, during the month of April 2019, making a year-to-date total of 170 calls. Chief Comfort reminded everyone that the township has a no burning ordinance.
- B. Lafayette Fire Company:** There were nine calls answered on the east side of Lancaster Township during the month of April 2019.
- C. Police:** Sgt. John Donnelly gave an overview of the April 2019 police report.
- D. Recycling Report:** April 2019: 24.14%

- E. **Sewer/Other Reports:** Reports are available for public inspection at the meeting and during regular business hours.

VIII. **ANNOUNCEMENTS**

- A. **Executive Sessions:** April 8, 2019, at 9:48PM, for deliberation on conditional use hearings for 1234 Wheatland Avenue and 1228 Wheatland Avenue Rear. May 8, 2019 at 5:30PM, to discuss a contract.
- B. **Yard Waste Drop-off Facility closed** Saturday, May 25, 2019.
- C. **Office closed and no trash/recycle collection** Monday, May 27, 2019. Waste Management will operate on a one-day delay schedule during that week.
- D. **Next Board of Supervisors Meeting:** Monday, June 10, 2019, 7:00pm; workshop at 6:00pm, Lancaster Township.

IX. **OLD BUSINESS**

- A. **LTPC 281 – 1234 Wheatland Avenue, Conditional Use Written Decision**  
Mr. Elliott moved, and Mr. Schaller seconded, and the board unanimously approved the written decision to deny the conditional use application for LTPC 281 – 1234 Wheatland Avenue (applicants Brent and Kate Hostetter). The conditional use request was verbally denied at the board of supervisors' meeting of April 8, 2019, based on the applicant's failure to carry burden of proof as set forth in the township zoning ordinance.
- B. **LTPC 282 – 1228 Wheatland Avenue Rear, Conditional Use Written Decision**  
Mr. Elliott moved, and Mr. Schaller seconded, and the board unanimously approved the written decision to deny the conditional use application for LTPC 282 – 1228 Wheatland Avenue Rear (applicant Alexih County Holdings LLC). The conditional use request was verbally denied at the board of supervisors' meeting of April 8, 2019, based on the applicant's failure to carry burden of proof as set forth in the township zoning ordinance.

X. **PLANNING AND ZONING BUSINESS**

- A. **LTPC 264 – 225 Riverside Avenue – Field Change Request**  
Mr. Bamford moved, and Mr. Elliott seconded, and the board unanimously approved a request from Ben Craddock, Lancaster Civil Engineering Co., for a field change relating to a storm sewer pipe at 225 Riverside Avenue, the City of Lancaster Operations Center. At their April 16, 2019, meeting, the Lancaster Township Planning Commission recommended approval of this request subject to township engineer Ben Webber's review letter dated April 5, 2019.
- B. **913 East Orange Street – Security Deposit Reduction Request**  
Mr. Elliott moved, and Mr. Bamford seconded, and the board unanimously approved a request from Jon Owens, 913 East Orange Street, to release \$10,000.000 of the security deposit for the repairs done to 913 East Orange Street, leaving a balance of \$10,000 which will be refunded when all repairs are complete. This request was received via an email dated April 23, 2019.

**XI. NEW BUSINESS**

**A. Lancaster Township Fire Department – Proposed Capital Fund Drive Letter**

Mr. Bamford moved, and Mr. Elliott seconded, and the board unanimously approved the proposed capital fund drive letter for the Lancaster Township Fire Department.

**B. Lancaster County Conservation District – Memorandum of Understanding**

Mr. Elliott moved, and Mr. Bamford seconded, and the board unanimously approved the Memorandum of Understanding between the Lancaster County Conservation District and Lancaster Township, outlining the scope and scale of responsibilities and expectations between the two organizations.

**C. Cohen Law Group – Engagement of Services**

Mr. Bamford moved, and Mr. Elliott seconded, and the board unanimously approved engaging the services of the Cohen Law Group to assist in franchise renewal negotiations with Comcast of Southeast Pennsylvania.

Mr. Bamford moved, and Mr. Elliott seconded, and the board unanimously approved engaging the services of the Cohen Law Group to assist in a franchise fee audit of Comcast of Southeast Pennsylvania.

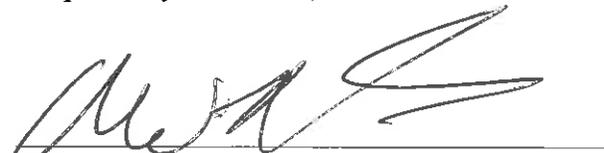
**XII. GUEST RECOGNITION AND PARTICIPATION**

None.

**XIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:25PM.

Respectfully submitted,

  
\_\_\_\_\_  
William M. Laudien, Secretary