

**JACKSON TOWNSHIP PLANNING COMMISSION
MEETING MINUTES
APRIL 15, 2025**

CALL TO ORDER:

Colby Snyder Chairperson called the April meeting of the Jackson Township Planning Commission to order on April 15, 2025, at 6:00 PM. Commission members present were Brad Dunham, Ned Leppo, and Zachery Steckler. Planning Commissioner Kevin Lain was absent. Staff members present were Zoning Officer Ray Dietrich, Township Manager Flo Ford, and Township Engineer Jeff Shue, there were four people in the audience and 3 on Teams with business to come before the Commission.

PUBLIC COMMENT: There was none.

APPROVAL OF MINUTES:

The minutes of the February 18, 2025 meeting was approved on a motion of Leppo/Dunham, motion carries 4-0.

ZONING HEARING APPLICATION: There was none scheduled.

SUBDIVISION AND LAND DEVELOPMENT PLAN REVIEW:

- a. Final Land Development Plan – Applicant: Saisar a.k.a. Makeen Energy – Location Commerce Drive

The Applicant's engineer reviewed the Final Land Development Plan with the Planning Commission. The engineer spoke about where the project was in relation with the York Railroad and the York County Conservation District NPDES. Jeff Shue asked about whether or not the applicant was going to seek a waiver on the required 25 long leveling area from the access drive to Commerce Dr. Both the applicant's engineer and the Township engineer will look into this further in advance of getting the plans revised to come before the Board of Supervisors in May. The Township engineer asked for an update with the required temporary grading easement on the neighboring property. Jeb Boshart of Saisar asked if the Township had a draft easement agreement that he can use, or does a letter of acknowledgement suffice? The response from the Township was that a letter would be sufficient. Township Manager Ford concurred that the neighboring property owner was amenable to the temporary grading easement.

The Commission then looked at the waivers that were requested:

1. Section 113-35.C.4 - to waive the requirement that depicts existing improvements within 150 feet of the property A motion to recommend approval of the waiver of Section 113-35.C.4 was made on a motion of Dunham/Steckler; motion carried 4-0.
2. Section 113-35 – Plan scale – requires plan scale to be shown at 1"=50'. A motion to approve Waiver 113-35 was made on a Leppo/Dunham motion. Motion carried 4-0.

The Planning Commission moved to recommend approval of the Final Land Development

SUBDIVISION AND LAND DEVELOPMENT PLAN REVIEW: (continued)

Plan for Saisar conditioned the applicant follow all the recommendations enumerated on the Township Engineer's Review Letter dated April 4, 2025 on a Steckler/Dunham motion. Motion carried 4-0.

b. Final Land Development Plan – Applicant– Spring Grove School District -Roths Church Rd

The Applicant's Engineer reviewed the Final Land Development Plans with the Planning Commission. The overall plan consists of three separate projects: The YMCA Facility and its parking, and access road improvements. There was a lot of discussion surrounding the best way to proceed with the Plans as this project is different than other projects that come before the Commission. There is a current Agreement between the Township, the School District and the YMCA of the Roses concerning their ability to pull their building permit for the YMCA Project and receive an occupancy permit. The Township advised the engineer and their client that the best way to proceed with this project is to come in as a Preliminary Plan for all three projects and then break the individual projects into phases as a final plan that can happen concurrently with the Preliminary Plan. This way the School District doesn't need to hold a bond for projects that may not happen immediately. In addition, the Agreement between the Township, School District and the YMCA is that they can begin building the YMCA Project before the land development process is completed. The Agreement states, however, that an Occupancy Permit could not be issued until the project is complete. The representatives of the School District and the YMCA agreed that this would be the best way to proceed. The Planning Commission was instructed to consider passing a motion to table the plan and the waiver requests to a future meeting. There was much discussion as well on the waiver requests, specifically the request to waive Sidewalks and Street lighting. The applicants are going to take a closer look at these requests and decide how they want to proceed.

Waivers Requested:

1. Section 113.35 – Requires Plan to show Right of Way, Cartway, Existing Street within 200 feet of the property
2. Section 113.35 – Plan/Profile Scale – Requires plans to be shown at a scale of 1"=50'
3. Section 113.53D – Arterial and Collector Frontage concerns the restriction of ingress and egress
4. Section 113.56 – Sidewalks – Concerns sidewalks along the frontage road
5. Section 113.58 – Streetlighting

The Planning Commission agreed to table the plans and the waiver requests on a Steckler/Leppo motion. Motion carried 4-0.

Other Business: None Scheduled.

ADJOURNMENT:

With no further business, the meeting was adjourned at 7:00 PM. on a motion of Leppo/Dunham. Motion carried 4-0.

Respectfully Submitted,
Florence Ford, Township Manager/Assistant Township Secretary