

**JACKSON TOWNSHIP PLANNING COMMISSION  
MEETING MINUTES  
DECEMBER 21, 2021**

**CALL TO ORDER:**

Colby Snyder, Chairperson called the August meeting of the Jackson Township Planning Commission held on December 21, 2021, at 7:00 PM to order. Commission members present were Robert Callahan, Diane King, and Zachary Steckler. Member Brad Dunham was absent. Staff members present were Township Engineer Jeff Shue, Zoning Officer Ray Dietrich, and Township Manager Florence Ford. There were 4 persons in the audience with business to come before the Commission.

**PUBLIC COMMENT:**

There was none.

**APPROVAL OF MINUTES:**

The minutes of the September 21, 2021 meeting was approved on a motion of Callahan/King, motion carries 4-0.

**ZONING HEARING APPLICATION:**

There was none.

**SUBDIVISION AND LAND DEVELOPMENT PLAN REVIEW:**

1. Final Land Development Plan: Applicant - Pappus House – The applicants presented their Plan for the Pappus House Land Development Plan. The Applicants also were requesting the following waivers from the certain provisions of the Township Ordinance as follows:
  - a. Waiver from the Preliminary Plan Provision: Section 113-29.A.1
  - b. Waiver from the Parking Area Landscaping Provision: Section 113-61.E
  - c. Waiver from the Erosion Control Provision: Section 113-71.B1.a

Due to the nature of this Land Development Plan, Waiver Requests a. and c. are not required. The Land Development Plan is utilizing existing buildings/features, etc. therefore, the provisions do not apply. Waiver b. is supported by staff. Jeff Shue raised the issue of the applicant showing the additional subdivided lots in this submission and that the improvements are on one lot, versus the 5 lots shown in this submission. Jeff recommended that the Planning Commission table the plan until the issues can be resolved with the owner/applicant. The applicant agreed.

The Plan was tabled until January on a motion of Steckler/Callahan, motion carried 4-0.

2. Minor Subdivision Plan/Planning Module (2 Lot): Applicant: Isaac A. and Monica L. Sneeringer. The applicant's engineer presented the subdivision plans to the Planning Commission.

There was discussion about the Lot size being slightly under the required 3 acres. The applicant agreed to revise the lot line to reflect the required 3-acre parcel. The applicant's engineer is also waiting on the County to sign off on the Planning Module. Once the Township receives the County approval of the Planning Module, Township staff can then sign and send it to DEP for review/approval.

The Sneeringer Minor Subdivision Plan was approved for recommendation to the Board of Supervisors pending resolution of the engineer's review letter dated December 17, 2021 on a motion of Callahan/Steckler, motion carries 4-0.

**OTHER BUSINESS:** None presented.

**ADJOURNMENT:**

With no further business, the meeting was adjourned at 7:30 PM. on a motion of Callahan/King. Motion carries 4-0.

Respectfully Submitted,  
Florence Ford, Township Manager