

**Mt. Joy Township
Planning Commission Regular Meeting
Tuesday, October 9, 2018**

Meeting Minutes

Present: Kim Birkhead, Chairman; Ken Roberts, Vice-Chairman; Curtis Hawkins; Shannon Hare, Zoning Officer/Code Enforcement Officer; Sheri Moyer, Secretary; Susan Smith, Solicitor

Absent: Sindy Jennings; Kenneth Mutzabaugh

The Mount Joy Township Planning Commission met this date, as publicly advertised, at the Mount Joy Township Building located at 902 Hoffman Home Rd., Gettysburg, PA 17325.

Call to Order: Starting Time: 7:00 pm

Chairman Comments: None.

Public Comments: None

Approval of Minutes:

- Planning Commission Meeting Minutes from September 11, 2018: Mr. Hawkins moved, seconded by Ms. Birkhead, to approve the minutes as presented. Motion carried unanimously. Mr. Roberts abstained as he was absent from the meeting.

Preliminary/Final Plans:

Final Land Development Plan for Olde Glory Contractors c/o William Dell dated July 18, 2018, revised September 27, 2018: Mr. Hawkins moved, seconded by Mr. Roberts, to recommend the plan be approved with the condition that the plan be revised to satisfy the review comments of the Township Engineer stated in his review letter dated October 1, 2018 and the review comments of the Zoning Officer stated in her review letter dated September 27, 2018. Motion carried unanimously.

Business:

Plan Review Training: Ms. Smith started out stating that this training session is to help the members to understand the plan review process. Starting with how a plan is submitted to the township. How both the Engineer and Zoning Officer review the plan. And finally, the drafting of the review letters which come before the Commission and the Board. Both Ms. Hare and Mr. Vranich went through their plan review process utilizing the SALDO or Zoning Ordinance and how they draft their review letters and who the review letters are distributed to.

Adjournment: With no further business, Mr. Roberts moved, seconded by Mr. Hawkins to adjourn the meeting. Motion carried unanimously. Meeting adjourned 8:50 p.m.

Respectfully submitted,

Sheri L. Moyer
Secretary