

**Mt. Joy Township  
Planning Commission Regular Meeting  
Tuesday, October 14, 2025**

**Meeting Minutes**

**Present:** Kim Birkhead, Chairman; Kenneth Mutzabaugh, Vice-Chairman; Ben Hawkins; Ben Mearns

**Absent:** Chris Burne

**Also Present:** Christine Demas, BOS Chair; Sandy Yerger, Supervisor, Erik Vranich, Keller Engineers

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. In addition to being in person, the meeting was also accessible by remote ZOOM platform. The meeting was called to order at 7:00pm.

**Public Comments:** Maddie Rosenberry introduced herself as the new Community Planner at the County Planning Office. She will be the individual who will review the plans for the Township.

**Chairman Comments:** None

**Approval of Minutes:** July 8, 2025 minutes, August 12, 2025 minutes, September 9, 2025 minutes. Mr. Mearns moved, seconded by Mr. Hawkins, to approve the minutes from July 8, 2025, August 12, 2025 and September 9, 2025. Motion carried, unanimously.

**Business:**

- David Reed Final Minor Subdivision Plan – Sewage Facilities Planning Module Component 4A. Mr. Vranich informed the Planning Commission that the two agenda items under discussion involve minor subdivision plans. No formal action is required from the Commission regarding the plans themselves. The proposal involves subdividing one existing lot into two separate building lots. As part of the process, the applicant must complete a Sewage Facilities Planning Module due to the creation of a new lot. The Planning Commission is required to sign off on a portion of this planning module. Additionally, the County Planning Office completes its own section. Once all necessary signatures and approvals are obtained, the full planning module will be presented to the Board of Supervisors for consideration at the upcoming meeting on Thursday night. Mr. Mearns moved, seconded by Mr. Hawkins, to sign and complete the Component 4A form for the David Reed Minor Subdivision Plan. Motion carried, unanimously.

- David Kinsella Living Trust Final Minor Subdivision Plan - Sewage Facilities Planning Non-Building Waiver. Mr. Hawkins moved, seconded by Mr. Mearns, to approve the signature of the Kinsella Sewage Facilities Planning Non-Building Waiver. Motion carried, unanimously.

**Adjournment.** With no further business, Mr. Mearns moved, seconded by Mr. Mutzabaugh, to adjourn the meeting. Motion carried, unanimously. The meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Sheri Moyer  
Township Secretary