

DTPC MINUTES

Dickinson Township Planning Commission

March 12, 2025 Dickinson Township Meeting Room
6:00 pm

Attendance

Commission Members:

Chairperson Elizabeth Grant, Vice Chairman Nathan Merkel, Secretary, Robert “Bob” Line, Mark Hockley

Staff:

Receptionist/Secretary/Treasurer, Laci Hockenberry, Zoning/Codes Officer, Abigail Miller, Public Works Director Kelso, Solicitor Matthew Boyer

Absent:

Justin Smith, Beth Kikla, Kenwood Giffhorn, Jason Reichard

Visitors:

Michael Wadel, Benjamin Kirk, Jill Lovett

CALL TO ORDER

The March 12, 2025 Dickinson Township Planning Commission meeting was called to order at 6:00PM by Chairperson Grant followed by Roll Call and the Pledge of Allegiance

OPENING ANNOUNCEMENTS

- a. A reminder that more information about our community can be found on our website at www.dickinsontownship.org

AGENDA APPROVAL

Vice Chairman Merkel motioned to approve the March 12, 2025 meeting agenda. The motion was seconded by Robert Line and passed unanimously.

APPROVAL OF MINUTES

Vice Chairman Merkel motioned to approve the January 8, 2025 organization meeting minutes. The motion was seconded by Robert Line and passed unanimously.

Robert Line motioned to approve the January 8, 2025 regular meeting minutes. The motion was seconded by Vice Chairman Merkel and passed unanimously.

CHAIRPERSON’S REPORT - None

PUBLIC COMMENT - None

PLAN REVIEW –

Preliminary/Final Land Development Plan for Three CG, LLC

Benjamin Kirk from Burgett & Associates presented the plan which is an existing 1.048-acre tract off of Kuhn Drive located in the MU zone. Mr. Kirk explained that the client is proposing two office spaces with a garage that will include an on-lot sewage, connection to public water and a stormwater plan. Burgett & Associates has provided an E&S plan & lighting plan, and the disturbance would be less than 1-acre. Burgett & Associates are requesting two waivers. Chairperson Grant inquired about the street trees and if that had been noted on the plan. Mr. Kirk directed her to the notation on page 7 of the plan and stated that they could provide further details on specific trees if requested. Mr. Kirk noted that Burgett and Associates will also get a letter of capacity from the Dickinson Township Municipal Authority. Chairwoman Grant requested that a note be included as a condition of approval that as there are no current sidewalks, that if the township would require them in the future that the owner complies at that time.

Vice Chairman Merkel motioned to grant the waiver request 178-40.A(1) sidewalks shall be provided along all street fronts within the Mixed Use (MU) Zone. With the condition that the note will be placed on the plan set that if sidewalks were to be constructed within this neighborhood the owner shall comply with the construction of a sidewalk and shall not be the responsibility of the township. Robert Line seconded the motion, and it passed unanimously.

Vice Chairman Merkel motioned to grant the waiver request of 178-55.B. Carbonate hazard mapping assessment. Robert Line seconded the motion, and it passed unanimously.

Vice Chairman Merkel motioned to forward the Preliminary/Final Land Development Plan for Three CG, LLC to the Board of Supervisors for approval on condition that the applicant secure all easement agreements and approval for a public water service connection from the utility and the applicant placing a note on the plan related to sidewalks; Robert Line seconded, and it passed unanimously with the following staff recommendations. Staff suggests that a condition of plan approval be based on the applicant adhering to any outstanding comments from the Township staff, the Township Engineer, and the Cumberland County Planning Departments review letters; that a condition of plan approval be based on the applicant paying the park and recreation fee; that a condition of plan approval be based on the applicant providing the financial security to the Township; Staff suggests that a condition of plan approval be based on the applicant paying in full all administration fees, inclusive of application fees, plan review and inspection charges, within sixty (60) days following the date of written notice from the Township of any administration fees. Final plans will not be signed or released for recording until all administration fees are paid in full.

Preliminary/Final Land Development Plan for Blue Ridge Mennonite Church Building Expansion.

Mike Wadel, from Wadel Mell, was present and explained that the plan is located at 2514 Walnut Bottom Rd. The property is currently divided into two tracts of land on one deed, the plan is to consolidate both tracts to create one, large, 13.46-acre lot. In addition to the consolidation, they plan to expand the parking lot and construct an 80X194 addition to be used as the school portion. Two waivers are being requested. The first is Section 178-51.D(1), which limits disturbance to 30% of the areas which possess existing natural slopes between 15% & 25%. The second waiver is a requirement from the previously approved plan that states “The 50’ emergency access easement is for future emergency access to the Blue Ridge Mennonite

Church. The stone driveway does not have to be installed until future improvements are constructed on the church property”. There was a brief discussion on the liabilities if the Planning Commission were to approve the waiver. Public Works Director Kelso noted that if this was constructed today it would not be a requirement. Solicitor Boyer concurred with Public Works Director Kelso’s statement and noted that he understands the importance but there is already an adequate main access provided that would be able to handle emergency vehicles if needed.

Vice Chairman Merkel motioned to grant the waiver request of a modification of Chapter 178-51D which limits disturbance to 30% of the areas which possess existing natural slopes between 15% & 25%. The motion was seconded by Mark Hockley and passed unanimously.

Vice Chairman Merkel motioned to waive the requirement of the emergency access agreement with a condition of approval based on the applicant moving the existing playground out of the easement. The motion was seconded by Mark Hockley and passed unanimously.

Vice Chairman Merkel motioned to forward the Preliminary/Final Land Development Plan for the Blue Ridge Mennonite Church Building Expansion to the Board of Supervisors for approval, Mark Hockley seconded, and it passed unanimously with the following staff recommendations. Staff suggests that a condition of plan approval be based on the applicant adhering to any outstanding comments from the Township staff, the Township Engineer, and the Cumberland County Planning Departments review letters; that a condition of plan approval be based on the applicant paying the park and recreation fee; that a condition of plan approval be based on the applicant providing the financial security to the Township; Staff suggests that a condition of plan approval be based on the applicant paying in full all administration fees, inclusive of application fees, plan review and inspection charges, within sixty (60) days following the date of written notice from the Township of any administration fees. Final plans will not be signed or released for recording until all administration fees are paid in full.

Preliminary/Final Subdivision Plan for the Carolyn F. Kenworthy Estate.

Mike Wadel from Wadel Mell explained the plan involves 2 lot additions to adjoining properties. The Kenworthy Estate owns lots 1 & 2, and the Lutz Trust owns lot 3. What is being proposed is to combine lots 1 & 2 owned by the Kenworthy Estate and remove a triangle portion of the new lot and combine it onto lot 3 owned by Lutz Trust. There is no construction or earthmoving proposed at this time. Wadel Mell is requesting 3 waivers on behalf of the client. The first is a waiver of SALDO 178-18.D to show existing features within 200 ft of the subject property, a waiver of SALDO 178-55, that carbonate areas be identified, and any associated hazards address, and a waiver of SALDO 178-51.B, for steep slope delineation.

Vice Chairman Merkel motioned to grant the waiver request of a modification of Chapter 178-18.D which requires existing features within 200ft of the subject property to be shown. The motion was seconded by Robert Line and passed unanimously.

Vice Chairman Merkel motioned to grant the waiver request of a modification of Chapter 178-55 which requires carbonate areas be identified, and any associated hazards addressed. The motion was seconded by Robert Line and passed unanimously.

Vice Chairman Merkel motioned to grant the waiver request of a modification of Chapter 178-51.B for steep slope delineation. The motion was seconded by Mark Hockley and passed unanimously.

Vice Chairman Merkel motioned to forward the Preliminary/Final Subdivision Plan for the Carolyn F. Kenworthy Estate to the Board of Supervisors for approval, Mark Hockley seconded, and it passed unanimously with the following staff recommendations. Staff suggests that a condition of plan approval be based on the applicant adhering to any outstanding comments from the Township staff, the Township Engineer, and the Cumberland County Planning Departments review letters; that a condition of plan approval be based on the applicant paying the park and recreation fee; Staff suggests that a condition of plan approval be based on the applicant paying in full all administration fees, inclusive of application fees, plan review and inspection charges, within sixty (60) days following the date of written notice from the Township of any administration fees. Final plans will not be signed or released for recording until all administration fees are paid in full.

NEW BUSINESS

ASA Review for the Dickinson Township ASA Seven-Year Review

Zoning/Codes Officer Miller provided the Planning Commission with a review guideline on her memo dated February 13, 2025 which outlined the requirements for the ASA. Chairperson Grant thanked Zoning/Codes Officer Miller for her work to prepare and review the parcels.

08-09-0525-060 – 219 Mooredale Rd. Carlisle, PA 17015

When added to the ASA, this property was 102 acres and is now 88.8 acres, Zoning/Codes Officer Miller did not find any subdivision plans. This property is recommended by Township staff and Cumberland County to stay in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-09-0525-060 remain in the ASA. The motion was seconded by Robert Line and passed unanimously.

08-16-0210-010 – 367 Georgetown Rd. Gardners, PA 17324

When added to the ASA, this property was 32-acres and is now 42.09 acres. Zoning/Codes Officer Miller found a subdivision plan from 2005 that shows the addition of the 10-acres. This property is recommended by Township staff and Cumberland County to remain in ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-16-0210-010 remain in the ASA. The motion was seconded by Robert Line and passed unanimously.

08-10-0626-023 – 204 Mooredale Rd. Carlisle, PA 17015

When added to the ASA, this property was originally 159-acres and is now 6.36-acres. Zoning/Codes Officer Miller explained that this property is now residential and no longer meets the criteria. The property is recommended by Township staff and Cumberland County to be removed from the ASA as it no longer meets the criteria.

Mark Hockley motioned to recommend parcel 08-10-0626-023 be removed from the ASA as it no longer meets the criteria. The motion was seconded by Chairperson Grant and passed unanimously.

08-11-0294-038 – 103 Markris Court Carlisle, PA 17015

When added to the ASA, this property was 49-acres and is now 24.15-acres. Zoning/Codes Officer Miller found a subdivision plan from 2005 showing the subdivision. This property is recommended by Township staff and Cumberland County to remain in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-11-0294-038 remain in the ASA. The motion was seconded by Vice Chairman Merkel and passed unanimously.

08-10-0628-022 – 1967 Walnut Bottom Rd. Carlisle, PA 17015

When added to the ASA, this property was 100-acres and is now 58.9-acres. Zoning/Codes Officer Miller found a subdivision plan from 2010 showing the subdivision. This property is recommended by Township staff and Cumberland County to remain in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-10-0628-022 remain in the ASA. The motion was seconded by Robert Line and passed unanimously.

08-10-0626-013 – 2423 Walnut Bottom Rd. Carlisle, PA 17015

When added to the ASA, this property was 140-acres and is now 132.44-acres. Zoning/Codes Officer Miller was unable to find any subdivision plans on file. This property is recommended by Township staff and Cumberland County to remain in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-10-0626-013 remain in the ASA. The motion was seconded by Robert Line and passed unanimously.

08-10-0628-005 – 2203 Walnut Bottom Rd. Carlisle, PA 17015

When added to the ASA, this property was 110-acres and is now 154.96-acres. Zoning/Codes Officer Miller noted a lot addition for the additional acreage in 2016. This property is recommended by Township staff and Cumberland County to remain in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-10-0628-005 remain in the ASA. The motion was seconded by Robert Line and passed unanimously.

08-11-0290-013B – 499 W. Old York Rd. Carlisle, PA 17015

When added to the ASA, this property was 21-acres and is now 11.97-acres. Zoning/Codes Officer Miller found a subdivision plan from 2009 showing the subdivision. This property is recommended by the Township staff and Cumberland County to remain in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-11-0290-013B remain in the ASA. The motion was seconded by Robert Line and passed unanimously.

08-11-0294-031B – No Address (mailing address 129 Montsera Rd)

When added to the ASA, this property was 8-acres and is now 34.12-acres. Zoning/Codes Officer Miller noted a subdivision plan from 2005 which shows the addition of the 26 acres. This property is recommended by the Township staff and Cumberland County to remain in the ASA as it still meets the criteria.

Mark Hockley motioned to recommend parcel 08-11-0294-031B to remain in the ASA. The motion was seconded by Chairperson Grant and passed unanimously.

08-11-0294-008 – 885 W. Old York Rd. Carlisle, PA 17015

When added to the ASA, this property was 120-acres and is now 8.94 acres. Zoning/Codes Officer Miller noted that it had been subdivided from parcel 08-11-0294-008A. The Township staff recommends removal from the ASA and Cumberland County recommends it remains.

There was a brief discussion on the property and if it meets criteria. Robert Line noted that he believes the letter that was mailed out to residents in the ASA was misleading and believes that the property has the bones to return to a farm in the future.

Vice Chairman Merkel motioned to recommend parcel 08-11-0294-008 remain in the ASA. The motion was seconded by Mark Hockley and passed unanimously.

ZONING OFFICERS REPORT – Zoning/Codes Officer Miller announced that she has accepted a new position, and her last day will be Friday, March 14, 2025. Chairperson Grant said she appreciated everything that Zoning/Codes Officer Miller has done, and she will be missed.

SOLICITORS REPORT – Nothing Additional

ENGINEERS REPORT - Nothing Additional

PARK & RECREATION LIAISON REPORT

Public Works Director Kelso informed the Planning Commission that the township is going for a grant to improve Lindenwood Park. C.S Davidson has begun phase 1 of stabilization and completed a 3D scan on the interior and exterior of Barnitz Mill. The Park & Recreation Board will hold a Buy, Sell, Eat event on Saturday, May 10th along with a kickoff event for Barnitz Mill.

SUPERVISOR LIAISON REPORT

OLD BUSINESS

FPR Discussion

Chairperson Grant noted that Beth Kikla had provided some material via email on the FPR discussion. Vice Chairman Merkel noted House Bill 586 that deals with FPRs and recommended tabling the discussion until we know more about what the outcome is.

ADJOURNMENT

Vice Chairman Merkel motioned to adjourn the meeting at 7:11 PM. The motion was seconded by Robert Line and passed unanimously.

Respectfully submitted,

Laci Hockenberry
Receptionist/Asst Secretary/Treasurer