

**MIDDLESEX TOWNSHIP PLANNING COMMISSION
WORKSHOP MEETING MINUTES
January 8, 2018**

START TIME: 7:00 p.m.

END TIME: 8:29 p.m.

MEMBERS PRESENT:

Michael Buchanan
Larry Claycomb
Jim Dries
Randy Waggoner
Tracy Gleim

STAFF PRESENT:

Margie Flatley-Carpenter, CMT, Secretary
Mark D. Carpenter, Zoning Officer

MEMBERS & STAFF ABSENT:

Steve Zeigler
Jim O'Connell

AGENDA:

REORGANIZATION – NOMINATIONS AND ELECTION OF CHAIR & VICE-CHAIR
OFFICERS FOR 2018 YEAR

APPROVE PAST MINUTES OF DECEMBER 11, 2017

PUBLIC COMMENT

TPF 17-17 FINAL MINOR SUBDIVISION PLAN FOR
SCHLUSSER PROPERTY
(BOS action deadline February 7, 2018)

TPF 17-19 FINAL MINOR SUBDIVISION PLAN FOR
RODNEY M & FRANCINE A GROFF
(BOS action deadline March 7, 2018)

TPF 17-20 FINAL MANOR LAND DEVELOPMENT PLAN FOR
MEDICAL CLINIC AT CARLISLE FLYING J
(BOS action deadline March 7, 2018)

TPF 17-13 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN OF
BURGER KING & POPEYES RESTAURANTS
(BOS action deadline April 6, 2018)

COUNTY PLANNING REVIEW OF SUBDIVISION AND LAND DEVELOPMENT
ORDINANCE

**MIDDLESEX TOWNSHIP PLANNING COMMISSION
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OTHER BUSINESS:

REQUIRED 2017 STATEMENT OF FINANCIAL INTERESTS FORMS

MEETING MINUTES

Larry Claycomb called the meeting to order at 7:00 p.m.

**REORGANIZATION – NOMINATIONS AND ELECTION OF CHAIR & VICE-CHAIR
OFFICERS FOR 2018 YEAR**

Michael Buchanan nominated Larry Claycomb for Chair. Jim Dries moved that nominations be closed. Randy Waggoner seconded the motion and it passed unanimously. Larry Claycomb was elected by unanimous vote as Chair of the Planning Commission for the 2018 year.

Randy Waggoner nominated Tracy Gleim for Vice-Chair. Jim Dries moved that nominations be closed. Randy Waggoner seconded the motion and it passed unanimously. Tracy Gleim was elected by unanimous vote as Vice-Chair of the Planning Commission for the 2018 year.

APPROVE PAST MINUTES OF DECEMBER 11, 2017

Jim Dries made a motion to approve the minutes from December 11, 2017, as amended. Randy Waggoner seconded the motion and it passed unanimously.

PUBLIC COMMENT:

Mr. Claycomb asked for public comment and there was none.

**TPF 17-17 FINAL MINOR SUBDIVISION PLAN FOR
SCHLUSSER PROPERTY
(BOS action deadline February 7, 2018)**

The applicant has asked that this be tabled until the next meeting. Jim Dries made a motion to table this item. The motion was seconded by Randy Waggoner and passed unanimously.

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**TPF 17-19 FINAL MINOR SUBDIVISION PLAN FOR
RODNEY M & FRANCINE A GROFF
(BOS action deadline March 7, 2018)**

Rodney and Francine Groff were in attendance to represent the plan. Mark Romeo was unable to attend tonight's meeting. The County comments were reviewed. Mark Carpenter, Township Zoning Officer, stated that the surveyor needs to address the issue of wetlands as mentioned in the County's comments. Mr. Claycomb reviewed the remainder of the comments. Questions were asked and answered. Mark Carpenter, Township Zoning Officer, stated that the Planning Commission needs to review the DEP sewage facilities planning module in order to recommend approval of the subdivision plan. Bud Grove, Township Engineer, did not have his comments available for this meeting. The Planning Commission expects they will be available at the next meeting.

**TPF 17-20 FINAL MANOR LAND DEVELOPMENT PLAN FOR
MEDICAL CLINIC AT CARLISLE FLYING J
(BOS action deadline March 7, 2018)**

Doug Brehm was in attendance to represent the plan. Bud Grove, Township Engineer, submitted his comments yesterday which were basically to comply with the County comments. The County comments were reviewed. Questions were asked and answered.

Michael Buchanan made the following motion.

I move we recommend approval of the 21 waivers requested in the applicant's letter dated January 8, 2018, for TPF 17-20, the Final Major Land Development Plan for Medical Clinic at Carlisle Flying J.

This was seconded by Randy Waggoner and passed unanimously.

Michael Buchanan made the following motion.

I recommend approval of TPF 17-20, the Final Major Land Development Plan for Medical Clinic at Carlisle Flying J, with 2 conditions.

1. That the Cumberland County review report dated 12/7/2017 be met.
2. That the conditions of the LeTort Regional Authority dated 12/18/17 be met.

This was seconded by Jim Dries and passed unanimously.

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**TPF 17-13 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN OF
BURGER KING & POPEYE'S RESTAURANTS
(BOS action deadline April 6, 2018)**

The applicant has requested that this item be tabled. Mark Carpenter, Township Zoning Officer, will send a copy of the traffic study to the Planning Commission members in the meantime. Comments from Bud Grove, Township Engineer, have not yet been received.

Tracy Gleim made a motion to table this item. This was seconded by Randy Waggoner and passed unanimously.

**COUNTY PLANNING REVIEW OF SUBDIVISION AND LAND DEVELOPMENT
ORDINANCE**

Mark Carpenter, Township Zoning Officer, announced that the Board of Supervisors approved the new Ordinance effective January 3, 2018. The County found a few typos in the Ordinance which have been fixed. Keith Brenneman, Township Solicitor, will be making a few corrections at the direction of the Board of Supervisors. Mr. Carpenter reviewed a few of these items with the Planning Commission members.

REQUIRED 2017 STATEMENT OF FINANCIAL INTERESTS FORMS

Mark Carpenter, Township Zoning Officer, explained this to the members and asked them to please fill it out and submit it.

OTHER BUSINESS:

There being no further business, Tracy Gleim made a motion to adjourn the meeting. Randy Waggoner seconded the motion and it passed unanimously at 8:29 p.m.

Respectfully submitted by

Margie Flatley-Carpenter, CMT
Secretary to the Planning Commission