

**MIDDLESEX TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES  
December 16, 2019**

**START TIME: 7:00 p.m.**

**END TIME: 7:31 p.m.**

**MEMBERS PRESENT:**

Wes Beard  
Larry Claycomb  
Tracy Gleim  
Jim O'Connell  
Randy Waggoner  
Steve Zeigler

**STAFF PRESENT:**

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

**MEMBERS & STAFF ABSENT:**

Michael Buchanan

**AGENDA:**

APPROVE PAST MINUTES OF NOVEMBER 25, 2019

PUBLIC COMMENT

TPF 19-2      COMPREHENSIVE PLAN UPDATE

TPF 19-22      FINAL MINOR SUBDIVISION PLAN FOR THE ROTZ FAMILY TRUST,  
ELWOOD D AND DONNA R ROTZ  
(BOS action deadline March 4, 2020)

OTHER BUSINESS

**MEETING MINUTES**

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

**APPROVE PAST MINUTES OF NOVEMBER 25, 2019.**

Tracy Gleim made a motion to approve the minutes of the November 25, 2019, meeting as amended. The motion was seconded by Steve Zeigler and passed unanimously.

**PUBLIC COMMENT**

Larry Claycomb asked for public comment and there was none.

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**TPF 19-22     FINAL MINOR SUBDIVISION PLAN FOR THE ROTZ FAMILY TRUST,  
ELWOOD D AND DONNA R ROTZ  
(BOS action deadline March 4, 2020)**

Mr. Elwood Rotz was in attendance to explain the plan. He wishes to sell 0.9 acre to his neighbor, Lynn Zeller. Bud Grove, Township Engineer, has submitted comments, as had the County Planning Commission. Mr. Claycomb reviewed them with the applicant. Questions were asked and answered.

Randy Waggoner made the following motion.

"We recommend the request for two waivers be approved based on the following conditions.

1. That a request be made and justified and noted on the plan for the omission of curbs and sidewalks.
2. That a waiver for street trees be approved upon submission of such a request and a notation made on the plan.

This was seconded by Tracy Gleim and passed unanimously.

Randy Waggoner made the following motion.

"We recommend approval of TPF 19-22 Final Minor Subdivision Plan for the Rotz Family Trust, Elwood D, and Donna R Rotz with the following conditions.

1. That the comments in Bud Grove's letter to Larry Claycomb dated December 4, 2019, be incorporated into the plan.
2. That the comments in the Cumberland County Plan Review #19-175 dated December 5, 2019, comments be incorporated in the plan, less comment #2.
3. That the property parcel numbers and deed book numbers be corrected and added to lot B.

This was seconded by Steve Zeigler and passed unanimously.

**TPF 19-2     COMPREHENSIVE PLAN UPDATE**

Mark D. Carpenter, Township Zoning Officer, had no new information.

Randy Waggoner announced he will be unable to continue to serve on the Planning Commission as he is changing his residency. He expressed his appreciation to the Planning Commission and submitted his resignation letter.

**OTHER BUSINESS:**

There being no further business, Tracy Gleim made a motion to adjourn the meeting. The motion was seconded by Randy Waggoner and passed unanimously at 7:31 p.m.

Respectfully submitted by  
Margie Flatley-Carpenter  
Secretary to the Planning Commission