

**PENN TOWNSHIP  
PLANNING COMMISSION MINUTES**

DATE & TIME: May 05, 2025 7:00 PM

**ATTENDANCE:**

|          |  |         |  |
|----------|--|---------|--|
| Members: | Fred Hammond<br>Adam Kowalczyk<br>Stephen Engle<br>Carrie Swarr, Alternate | Staff:  | Jennifer Tulonen, Penn Township Planner<br>Brent Lied, Township Engineer |
|          |  | Others: | Joe Eisenhower, Board of Supervisors<br>Austin Rhodes, Trimble Surveyors |

**Call to Order**

Hammond called the meeting to order at 7:00pm and lead the Pledge of Allegiance.

**Public Comment/Guest Recognition** – Chair Hammond welcomed Joe E., liason from the Board of Supervisors. No other guests were present except for applicants for items on the agenda.

**Approval of Minutes** – On a motion from Engle and a second from Kowalczyk, the April 07, 2025 minutes were approved on a unanimous vote.

**DISCUSSION ITEMS**

**DECISION ITEMS**

**25-005: Lot Add On Plan for 680 Doe Run Road, 601 & 629 W. Lexington Road, *with waivers***

The applicant is proposing the lot-add on plan for three properties: 680 Doe Run Road (Lot 1), 601 W. Lexington Road (Lot 2) and 629 W. Lexington Road (Lot 3). No development activity or land disturbance being proposed as a part of the plan. There are no proposed changes to water/sewer service for the tracts involved in this Lot Add-on Plan. This plan proposes no new lots or improvements as part of this project. The intention of the lot add on plan is to clean up property lines.

As presented by the applicant, Lot 1 or 601 W. Lexington Road, will convey 8,750 sq. ft. (which is denoted as an existing 50' ROW) to Lot 2, thus extinguishing the ROW. Lot 1 will also convey 13,625 sq. ft. to Lot 3 as part of this plan. Resultant lot areas are as follows: Lot 1 will change from 43.3 acres to 42.8 acres; Lot 2 will change from .547 acres to .732 acres; Lot 3 will change from .513 acres to .826 acres.

All lots are served by on-lot septic and well. As part of the lot-add on plan, the applicant will need to submit to the Township SEO and the Township the non-building declaration for sewage planning.

**Property Tax IDs:**

680 Doe Run Road Tax ID number: 5009735300000

601 W. Lexington Road Tax ID number: 5008183100000

629 W. Lexington Road Tax ID number: 5006449200000

On a motion from Kowalczyk and a second by Engle, a recommendation of conditional approval of the plan file 25-005, in accordance with the letter from the Township Planner dated 4/30/25, with waivers as requested was approved on a unanimous vote.

**OLD BUSINESS**

- **Review of the Draft Manheim Central Comprehensive Plan**

Jennifer T. previously shared a draft of the Manheim Central Comprehensive Plan for comments and review. After a brief discussion, no action was taken, but if Planning Commission member have comments to be submitted to give them to Jennifer T. or send directly to LCPD for incorporation into the document.

### **Adjournment**

The meeting was adjourned at 7:15 pm through a **motion** by Engle seconded by Kowalczyk, the motion passed unanimously.

Respectfully submitted, Jennifer Tulonen