

APPROVED

## Hamilton Township Planning Commission

Regular Meeting Minutes

8/16/2022

Meeting was called to order at 7:03 PM by Chair Mel Lebo.

Members Present: Mel Lebo, Christine Myers, Lela Reichart, Ronald L. Weidner, Alternate Stephanie Egger and Susie Kaiser

Also Present: Assistant Secretary Hannelore Furst, Chad Clabaugh P.E., of C.S. Davidson, Inc., and Andrew Merkel of ACOPD. By Zoom Melissa Kelso, Solicitor

Motion to adopt the agenda as presented: Mel Lebo presented the agenda to the Planning Commission and asked if there were any questions or concerns. *Ronald L. Weidner made a motion to approve the current agenda with a second by Christine Myers. Motion carried unanimously.*

### Minutes:

The minutes dated 7/19/2022 for the regular meeting, were presented with one correction; Under Old Business Section C-Estate Lots: Items to still be decided on are about Agricultural Tourism Operations, Agricultural Operations in Section 150-22, should state Section 150-21. *A motion to approve with correction was made by Ronald L. Weidner with a second by Christine Myers. Motion carried unanimously.*

### New Business:

- A. HOA: Melissa Kelso, thru Zoom explained her comments on the pages concerning SALDO §120-6. Her only suggested revision was to SALDO §120-6 A, which was changed to add “open to the sky”, and “but not including streets, stormwater management facilities, required off-street parking, and required yards.” Andrew Merkel revised SALDO §120-6 A to incorporate those additions. *A motion was made by Christine Myers with a second made by Lela Reichart to accept the revised SALDO §120-6. Motion carried unanimously.*
- B. Redding Properties: Larry Redding explained his proposed 50-unit non-transient hotel and presented plans for that hotel. *A motion was made by Ronald L. Weidner to accept the plans for review with a second by Lela Reichart. Motion carried unanimously.* Andrew questioned the addition of garages to the hotel rooms.
- C. Stormwater Ordinance: Chad Clabaugh P.E., of C.S. Davidson, Inc. explained 2022 Stormwater Ordinance Updates (*See attached*) he also stated these updates are consistent with DEP model ordinance. He explained the new impervious area. He plans to have the Ordinance adopted by the end of the year. There was a brief discussion on fencing around swales or ponds and the difference of detention and retention ponds. Chad also explained the MS4 Waiver he is working on and that the MS4 needs updated every 5 years. *A motion was made by Ronald L. Weidner to forward the Stormwater Ordinance Updates to the BOS and Solicitor for review, with a second by Lela Reichart. Motion carried unanimously.*

### Old Business:

- A. Sorenson Subdivision: Clark Craumer presented minor subdivision plans for the Sorensen property. They are proposing combining Lot 2 and Lot 6; and combining Lot 4 and Lot 5.



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Andrew Markel, AICP presented his review list of items that would need to be corrected before the plan can be approved. (See attached). There was a discussion on the agricultural area and the driveway right of ways. Also discussed was the dimension on the plan and the tax map do not match. Andrew stated that Mr. Craumer should make sure the deed reflects the actual acreage for each lot for tax assessment. *A motion was made by Ronald L. Weidner to table Sorenson Subdivision, with a second by Christine Myers. **Motion carried unanimously.***

Lela Reichart left the meeting.

- B. Lighting: A motion to table was made by Ronald L. Weidner with a second made by Christine Myers. **Motion carried unanimously.**
- C. Estate Lot Review: Mel Lebo used the minutes of 7/19/2022 to give his suggestions for changes to the **Zoning Ordinance §150-98??**
  - Mel recommended separating Agricultural Tourism (§150-98.D) from Rural Events Venue (§150-98.SS)
  - **Agricultural Tourism Operation: Letter F** – One (1) parking space per three (3) persons expected as average attendance, plus two (2) spaces per three (3) employees shall be provided, will be eliminated.
    1. **Add as F- Indoor**: One (1) parking space per 500 sq ft of floor area and **Outdoor**: One (1) parking space per 10,000 sq ft of land devoted to the use.
  - **Ordinance §150-22 Special Exception Uses and Lot Arrangements-Letter G**- Rural Events Venue, either as a Principal Use, pursuant to §150-98, will move to **§150-23: C. Rural Events Venue, as a Principal Use**, pursuant to §150-98.
  - **Rural Events Venue- §150-98.??** will change to §150-98-SS
    1. Letter J-Change-The Zoning Hearing Board shall have the authority to further limit hours of operation, number of events per year, number of attendees, etc. on a case-by-case basis. To read - The Board of Supervisors shall have the authority to further limit hours of operation, number of events per year, number of attendees, etc. on a case-by-case basis.
    2. Add Letter K- No music, celebration, event, or related noise shall be tolerated in such a manner as to be plainly audible at a distance of fifty feet (50') from the site in which the Use is located between the hours of 11:00 P.M. and 7:00 A.M.
    3. Add Letter L- Sufficient Screening shall be provided between the Use, including parking and any outdoor activity areas, and adjacent residential Uses or Lots.
  - Mel discussed and Andrew Markel will rewrite.
  -

*A motion was made by Ronald L. Weidner to table, with a second by Christine Myers. **Motion carried unanimously***

- D. Rob & Dana Taylor Winding Lane Review: A motion to table was made by Ronald L. Weidner with a second by Christine Myers. **Motion carried unanimously.**  
Later in the meeting: A motion was made by Ronald L. Weidner to rescind the previous motion of tabling, with a second by Christine Myers. **Motion carried unanimously.** A motion was made by Ronald L. Weidner to remove this item from the agenda, with a second by Christine Myers. **Motion carried unanimously**



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Pending Review: None

Ordinance Amendment Status/Completion: None

Adams County Planning & Development Comments: Andrew Merkel of ACOPD

Township Engineer's Comments: None

Township Supervisors Comment: None

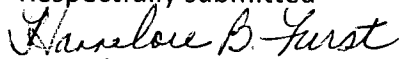
Members Comments: None

Public Comments: None

Zoning Officer: None

*A motion was made by Ronald L. Weidner to adjourn the meeting at 8:52 PM; with a second by Christine Myers. **Motion carried unanimously.***

Respectfully submitted



Hannelore Furst

Assistant Secretary



New Impervious Area	level of management required	submittal / documentation	approval process
0-1000	no management required	submit Application and Record of Impervious	administrative approval
1000 - 10000	manage volume using area x 0.25 - employ pre-determined BMP or disconnection	Submit Application and follow Small Project Approach - No Engineer Required	administrative approval
10000 - 21,780	Can use CG 2 which allows simplified volume control guidelines but also Rate Control	Full SWM Site Plan and Report by Engineer	Approval at Municipal Meeting
21,781 or Greater	Typical Pre/Post Volume and Rate Control including hydrographs	Full SWM Site Plan and Report by Engineer	Approval at Municipal Meeting





## Hamilton Township

### 2022 Stormwater Ordinance Updates

#### ARTICLE I – GENERAL PROVISIONS

The use of green infrastructure and low impact development (LID) is intended to address the root cause of water quality impairment by using systems and practices which use or mimic natural processes to 1) infiltrate and recharge, 2) evapotranspire, and 3) harvest and use precipitation near where it falls to earth. Green infrastructure practices and LID contribute to the restoration or maintenance of pre-development hydrology.

Create a platform to advocate and grow the use of low-impact development procedures and green infrastructure.

Federal and state regulations require certain municipalities to implement a program of stormwater controls called a Municipal Separate Storm Sewer System (MS4) Program. These municipalities are required to obtain a permit for stormwater discharges from their separate storm sewer systems under the National Pollutant Discharge Elimination System (NPDES) program.

No waiver or modification of any regulated stormwater activity involving earth disturbance greater than or equal to one acre may be granted by the Municipality unless that action is approved in advance by the Department of Environmental Protection (DEP) or the delegated county conservation district.

#### ARTICLE II – DEFINITIONS

**Illicit Discharge** – Any discharge to a municipal separate storm sewer that is not composed entirely of stormwater, except non-stormwater discharges as described in the “Discharges Authorized by this General Permit” section of this General Permit. Examples of illicit discharges include dumping of motor vehicle fluids, household hazardous wastes, grass clippings, leaf litter, animal wastes, or unauthorized discharges of sewage, industrial waste, restaurant wastes, or any other non-stormwater waste into a municipal separate storm sewer system. Illicit discharges can be accidental or intentional.

**Impervious Surface (Impervious Area)** – A surface that prevents the infiltration of water into the ground. Impervious surfaces (or areas) shall include, but not be limited to: roofs; additional indoor living spaces, patios, garages, storage sheds, and similar structures; and any new streets, driveway, access drives, parking areas, and sidewalks. Any areas designed to be covered by loose surfacing materials such as gravel, stone, and/or crushed stone and intended for storage of and/or travel by motorized or non-motorized vehicles or travel by pedestrians shall be considered impervious. Surfaces or areas designed, constructed, and maintained to permit infiltration as specified herein may be considered pervious. For the purposes of this Ordinance, a surface or area shall not be considered impervious if such surface or area does not diminish the capacity for infiltration of stormwater for storms up to, and including, a two (2)-year, 24-hour storm event.

**Municipal Separate Storm Sewer** – A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains): (i) Owned or operated by a State, city, town, Municipality, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to surface waters; (ii) Designed or used for collecting or conveying stormwater; (iii) Which is not a combined sewer; and (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2. (25 Pa. Code § 92a.32(a) and 40 CFR § 122.26(b)(8))

**Municipal Separate Storm Sewer System (MS4)** – All separate storm sewers that are defined as “large” or “medium” or “small” municipal separate storm sewer systems pursuant to 40 CFR §§ 122.26(b)(4), (b)(7), and (b)(16), respectively, or designated under 40 CFR § 122.26(a)(1)(v). (25 Pa. Code § 92a.32(a) and 40 CFR § 122.26(b)(18))

### ARTICLE III – STORMWATER MANAGEMENT STANDARDS

Regulated Activities that involve proposal of less than 10,000 square feet of impervious surface, where the total cumulative impervious added since November 23, 2011 is less than 10,000 square feet, and where the disturbed area is less than 1 acre, may be exempted from portions of Article III (Stormwater Management Standards) including Section 303 (Volume Control) and Section 304 (peak rate control), and Article IV (SWM Site Plan requirements) including Section 408 (Financial Security) of this Ordinance. These regulated activities are considered Small Projects. For these activities the applicant shall complete requirements as defined by the Small Project Approach (see Appendix D). The Regulated Activity shall be subject to all other requirements of this Ordinance other than related requirements for which an exemption or exemptions have been authorized.

Regulated activities that propose greater than 10,000 square feet of new impervious area shall be required to follow the requirements set forth in Article IV (SWM Site Plan Requirements)

Stormwater flows onto adjacent property shall not be created, increased, decreased, relocated, or otherwise altered without written approval of the adjacent property owner(s). Such stormwater flows shall be subject to the requirements of this Ordinance.

Unless designed as a retention pond with permanent ponding, storage facilities should completely drain both the volume control and rate control capacities over a period of time not more than 72-hours from the end of the design storm.

Green Infrastructure and Low Impact Development practices provided in the BMP Manual<sup>4</sup> shall be utilized for all regulated activities wherever possible.

For the computation of pre-development peak discharge rates, 20% of existing impervious areas to be disturbed by the project, when present, shall be considered meadow. Regulated activities not requiring an NDPE Permit are exempt from this requirement.

- A. If a Riparian Buffer is proposed as part of a plan as a BMP intended to protect and improve water quality, a Riparian Buffer Easement shall be created and recorded.
- B. Except as required by Chapter 102 Erosion and Sediment Control, the Riparian Buffer Easement shall be measured to be the greater of the limit of the 100-year floodplain or a minimum of 35 feet from the top of the streambank (on each side).
- C. Minimum Management Requirements for Riparian Buffers.
  1. Existing native vegetation shall be protected and maintained within the Riparian Buffer Easement.
  2. Whenever practicable invasive vegetation shall be actively removed, and the Riparian Buffer Easement shall be planted with native trees, shrubs, and other vegetation to create a diverse native plant community appropriate to the intended ecological context of the site.
- D. The Riparian Buffer Easement shall be enforceable by the municipality and shall be recorded in the appropriate County Recorder of Deeds Office so that it shall run with the land and shall limit the use of the property located therein. The easement shall allow for the continued private ownership and shall count toward the minimum lot area required by Zoning unless otherwise specified in the Municipal Zoning Ordinance.

*Fencing.* Any above-ground stormwater management detention/retention facility that is designed to store at least a two (2') foot depth of runoff shall be subject to the following fencing requirements:

1. The Stormwater facility must be completely surrounded by a chain-link fence of not less than four (4') feet in height. Alternative fences and barriers may be permitted upon request to and approval by the Municipality.
2. All gates or doors opening through such enclosure shall be equipped with a self-closing and self-latching device for keeping the gate or door securely closed at all times, when not in actual use.

Roof drains and sump pumps shall discharge to lawns, infiltration or vegetative BMPs, or pervious area to promote overland flow and infiltration/percolation wherever/whenever possible. If the above discharge criteria cannot be met or when it is more advantageous to connect directly to streets, storm sewers or other stabilized conveyance designations, then the discharge will be permitted on a case-by-case basis by the Municipality. All discharges shall be conveyed in a manner so as to not cause water problems on adjoining property owners without written approval.

The use of soil amendment, or amended soil shall not be utilized within the yard area or building envelope of a lot unless approved by the Municipal Engineer or unless the soil amendment is a component of the BMP facilities design such as the use of soil amendment within infiltration basins or rain gardens.

#### **ARTICLE IV – STORMWATER MANAGEMENT (SWM) SITE PLAN REQUIREMENTS**

A written report including an overall project description of the proposed stormwater management concepts, including a summary identifying specific LID and Green Infrastructure practices and the existing site conditions.

The Application found in Appendix \_\_\_ shall be completed and submitted with the application fee, the SWM Site Plan, and the supporting report.

Four (4) physical paper copies of the stormwater management site plan shall be submitted as follows: Two (2) copies to the municipality. One (one) copy to the municipal engineer (when applicable). One (one) copy to the County Conservation District (when applicable).

SWM Site Plans shall be reviewed by the municipality for consistency with the provisions of this Ordinance.

From the time an application for approval of a plat involving a subdivision or land development plan, whether preliminary or final, which includes a SWM site plan, is duly filed with the Municipality, no change or amendment of the ordinance or other governing ordinance or plan shall affect the decision on such application in accordance with the provisions of the governing ordinances or plans as they stood at the time the application was duly filed, as specified in § 508(4)(i) of the Pennsylvania Municipalities Planning Code, 53 P.S. § 10508(4)(i).

The Municipality shall notify the applicant in writing within 45 days whether the SWM Site Plan is approved or disapproved. If the SWM Site Plan involves a Subdivision and Land Development Plan, the notification shall occur within the time period allowed by the Municipalities Planning Code (90 days). If a longer notification period is provided by another statute, regulation, or ordinance, the applicant will be notified by the municipality. If the Municipality denies approval of the SWM Site Plan, the Municipality will state the reasons for the denial in writing. The Municipality may also approve the SWM Site Plan with conditions and, if so, shall provide the acceptable conditions for approval in writing.

For any SWM Site Plan that proposes to use any BMPs other than Green Infrastructure and LID practices to achieve the volume and rate controls required under this Ordinance, the Municipality will not approve the SWM Site Plan unless it determines that Green Infrastructure and LID practices are not practicable.

When reviewing a SWM site plan, whether or not the SWM site plan is included in a subdivision and/or land development plan application, the Municipality may, after consulting with DEP, grant a modification of the requirements of one or more provisions of this Chapter if the literal enforcement will enact undue hardship because of peculiar conditions pertaining to the land in question, provided that such modification will not be contrary to the public interest and that the purpose and intent of the ordinance are observed.

Unless exempted by Section 301.A.1 for Small Projects, the applicant shall provide financial security to the Municipality to assure the timely installation and proper construction of all stormwater management facilities, including but not limited to erosion and sediment control measures and BMPs as required by the approved stormwater management plan and this ordinance.

#### **ARTICLE VIII – PROHIBITIONS**

Chlorinated Pool Water has been removed from permitted discharges. You can still discharge to a grass area but not directly to a MS4





# ADAMS COUNTY OFFICE OF PLANNING AND DEVELOPMENT

670 Old Harrisburg Road, Suite 100 | Gettysburg, PA 17325  
Ph: 717-337-9824 | Fx: 717-334-0786

Sherri Clayton-Williams, AICP, Director

**DATE:** August 16, 2022

**TO:** Hamilton Township Supervisors  
Hamilton Township Planning Commission  
Patricia L. Sorensen  
Clark P. Craumer, PLS  
*Andrew D. Merkel*

**FROM:** Andrew D. Merkel, AICP  
Assistant Director / Comprehensive Planning Manager

**SUBJECT:** Minor Final Subdivision Plan  
Patricia L. Sorensen  
Parcel #: 17L09-0012B—000  
17L09-0012F—000  
17L09-0012G—000  
ACPC #22-047

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In accordance with Section 502 of Act 247 of 1968, as amended, “the Pennsylvania Municipalities Planning Code,” and following an analysis of the Adams County Comprehensive Plan; municipal and multi-municipal comprehensive plans; municipal land use ordinances; applicable natural, environmental, historic, and related summaries, maps, and inventories; and other pertinent reports and data; the Adams County Office of Planning and Development (ACOPD) has prepared the following review.

This review provides ACOPD comments and recommendations regarding the Subdivision Plan for Patricia L. Sorensen dated April 22, 2022 as submitted for review on July 28, 2022. Should significant changes be made to the plan in response to this or other reviews during the plan review process, the revised plan must be resubmitted to this Office for updated review. Significant changes include, but are not limited to, changes in lot configuration and changes to the proposed physical features of the project. Failure to resubmit significant changes to ACOPD for review may result in this Office not being able to sign an otherwise approved plan for recording.

1. **Project Description.** The proposed plan would result in the subdivision of a 36.16 acre parcel into a 10.56 acre parcel containing an existing dwelling, a 21.95 acre agricultural parcel and 1.26 and 2.41 acre parcels for the purposes of lot additions. Vehicular access will be via Jacobs Mill and Home Roads.



2. **Hamilton Township Subdivision and Land Development Ordinance (SALDO) Consistency.** We have reviewed the Final Plan against applicable requirements of the Hamilton Township Subdivision and Land Development Ordinance (SALDO) and offer the following comments:

A. **§120-14.A(3)** requires the name, address and telephone number of the developer. The telephone number of the developer will need to be added to the plan.

B. **§120-14.A(11)** requires a plot of the entire existing boundary and the location of lots being created. The submitted plan depicts Lot 5 and the rear corner of the adjacent Laughman parcel meeting at a 90 degree angle. However, available tax parcel data depicts the northern-most parcel line for Lot 5 and being located approximately 50 feet further north. Additionally, the dimensions of the Laughman parcel as drawn on the plan do not match the dimensions in the tax parcel records. The correct lines and dimensions will need to be determined and shown on the plan. We note that this may require a revised deed to be recorded for all parcels involved to correct any dimensional discrepancies.

C. **§120-14.A(12)** requires the name and deed references be shown for adjacent properties. This information will need to be added to the plan for the properties on the west side of PA 194 and Home Road.

D. **§120-14.A(13)** requires contour lines at no more than 10 foot intervals be shown on the plan. **§120-14.A(28)** requires soil types and boundaries be shown on the plan. The submitted plan attempts to show existing and proposed conditions on a single sheet. The result is a plan that contains so many different line types that it is impossible to follow them accurately. The applicant will need to break the proposed plan into two separate sheets to improve readability for those review the plan. Sheet 1 should show the existing lot layout and conditions. Sheet 2 should show the proposed lot changes. This will help streamline further review of this plan.

E. **§120-14.A(18)** requires the location of existing and proposed rights-of-way and easements be shown on the plan. An existing driveway is depicted crossing Lot 1 to provide access to Lot 2 and what will become Lot 3. The applicant will need to show a dedicated access easement along this driveway to ensure that Lot 3 will retain the ability to use this access drive. A copy of such an easement should also be provided to the Township for review.

F. **§120-14.A(19)** requires lot numbers and details on total number of lots. Additional details on the dimensions and current and proposed uses for Lots 1, 3, 4 and will need to be added to the plan.

G. **§120-14.B(2)** requires the submission of a sewage facilities planning module. Has such a submission been made for Lot 1 or Lot 3?

H. **§120-14.B(9)** requires sight distances be shown for all access points onto a Township Road. This information will need to be shown on the plan.





H. §120-22.E requires applications for additions to existing lots to prepare a single deed with a single meets and bounds descriptions. Such deeds will need to be prepared for the combination of Lots 2 and 6 and Lots 4 and 5.

I. §120-24.A(3) establishes restrictions on how close an individual access driveway can be located to an intersecting street. The driveway crossing Lot 1 to provide access to Lot 2 and Lot 3 does not meet these requirements. While we recognize that it may be considered an existing condition, we question whether future development of Lot 1 should be allowed to use this access point given the awkward and potentially dangerous manner that it intersects with PA 94 and Home Road.

3. **Hamilton Township Zoning Ordinance Consistency.** The property covered by this plan is located in the Rural Residential (RR) District. After reviewing the Township Zoning Ordinance, we offer the following comments:

A. The submitted plan does not contain sufficient information regarding the current and proposed uses of Lots 1 through 5 to be able to fully determine compliance with the RR District. Additional information will need to be added to the plan indicating the dimensions of each lot and the current and proposed use of each lot.

B. §150-21.A(2) establishes a maximum lot size of five (5) acres for a single-family detached dwelling. Lot 3 is shown as 12.15 acres. Therefore, Lot 3 does not comply with the dimensional requirements of the RR District. That said, we recognize that Lot 3 contains what appears to be the existing dwelling on the parcel being subdivided. Therefore, it appears that the applicant is attempting the following:

1. Subdivide the original 36.16 acre parcel into two lots, plus two lot additions.
2. Establish Lot 3 as both a Single Family Residential and Agricultural lot, in what appears to be an attempt to avoid the maximum lot size requirement of the RR District.
3. Create Lot 1 a 21.95 acre “agricultural lot”, thereby also being able to avoid any maximum lot size requirements.

There are a number of zoning compliance issues with this scenario:

1. If Lot 3 is intended to be designated as the parent tract, then the consequence is that Lot 1 is precluded from future subdivision. This means that no additional lots could be created out of Lot 1 or Lot 3.
2. However, if Lot 1 is intended to be designated as the parent tract, then Lot 3 does not comply with the maximum lot size requirement of §150-21.A(2).
3. By designating Lot 3 as having both SFR and Agricultural Uses it does not comply with the requirement of §150-10.E limiting lots to only one principal use.



4. Alternatively, if the applicant is intending for Lot 3 to be a Farm (which may include a residence), then the applicant has not demonstrated what agricultural processes/products will be produced on a minimum of 50% (5.28 acres) of the site. For this to be considered, the applicant would need to demonstrate 1) what those processes/products are/will be and 2) commit to maintaining those processes/products in perpetuity to maintain compliance with the RR District standards.

However, if that is not the intent of this plan, then we recommend the following zoning approval process be pursued.

1. Designate Lot 1 as the parent tract which would allow it to retain the ability to be subdivided in the future. This will need to be done through a revised Note 1 on the submitted plan as follows:

*The purpose of this subdivision is to add Lot 4 to existing parcel 12F (Lot 5) and add Lot 6 to existing parcel 12 G (Lot 2). Lot 3 is being created for the existing dwelling and garage. Lot 1 is being retained in agriculture as the parent tract. There are no new building lots created with this subdivision*

2. Pursue Special Exception approval for Lot 3 as an Estate Lot from the Township Zoning Hearing Board.

B. §150-21.A(5) requires 75% open land for a tract over 25 acres. No such open land is shown on the plan. An exact location and dimension of the proposed Open Land area will need to be added.

4. **Tax Assessment Considerations.** The subject property is identified in the Adams County Tax Services Office as being enrolled in the "Clean and Green" program. Subdivision of property in the Clean and Green program may trigger a real estate roll-back penalty. We recommend that the applicant contact the Tax Services Office to determine if this particular subdivision request may trigger the real estate roll-back penalty.

5. **Address Process.** The Adams County Tax Services Office requires that, after preliminary subdivision review by the Adams County Office of Planning and Development, the applicant request addresses from the Tax Mapping Office. The applicant must submit a copy of the subdivision plan to the Tax Mapping Office which will require three days to address the subdivision. The address information will then be made available to the municipality, the Adams County Department of Emergency Services, and the appropriate post office. Additional information regarding this process may be obtained from the Tax Mapping Office at (717) 337-9817.

cc: Chad Clabaugh, P.E., Township Engineer  
Adams County Tax Services Office  
Sherri Clayton-Williams, AICP, Director

