

HAMILTON TOWNSHIP PLANNING COMMISSION

Regular Meeting Minutes

12/16/2025

CALL TO ORDER: The regular meeting of the Hamilton Township Planning Commission was called to order at 7:00 p.m. by Chairman Mel Lebo.

MEMBERS PRESENT: Mel Lebo, Chairman; Ira Bitner, Vice Chairman; Ronald L. Weidner; Lela Reichart.

MEMBERS ABSENT: Christine Myers.

ALSO PRESENT: James Graham, Zoning Officer; Chad Clabaugh, Township Engineer; Andrew Merkel, Adams County Office of Planning & Development (ACOPD); and Megan Carper, Secretary/Treasurer.

ADOPTION OF THE AGENDA PER ACT 65: *Motion by Ronald L. Weidner to adopt the agenda per Act 65, including the amendment to add Redding Rentals – Athletic Complex under Old Business, seconded by Ira Bitner. **The motion was unanimously approved.***

APPROVAL OF MINUTES: *Motion by Ronald L. Weidner to approve the minutes of the November 18, 2025 Planning Commission meeting with a correction to reflect that the Esh Subdivision Plan received a recommendation for conditional approval to the Board of Supervisors, seconded by Ira Bitner. **The motion was unanimously approved.***

NEW BUSINESS:

K-Hill: The Planning Commission acknowledged receipt of the submission and accepted the plan for review. *Motion by Lela Reichart to accept the K-Hill submission for review, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

OLD BUSINESS:

Cashman's – Stormwater Plan Revision: The Township Engineer reviewed the amended stormwater management plan. Remaining items include execution of the Stormwater Operation and Maintenance Agreement, posting of financial security, placement of required seals and signatures, and correction of ADA parking signage on the plan. *Motion by Ira Bitner to recommend conditional approval of the revised stormwater plan to the Board of Supervisors, subject to satisfaction of the Township Engineer's review comments and administrative requirements, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

Redding Rentals – Athletic Complex: An update was provided regarding the Traffic Impact Assessment and PennDOT review process. It was noted that the Township Engineer's review comments were forwarded to PennDOT following Board of Supervisors action and that PennDOT comments remain pending. *Motion by Ronald L. Weidner to table the item pending receipt of PennDOT review comments, seconded by Ira Bitner. **The motion was unanimously approved.***

Meadowbrook – Sketch Plan Discussion (Forest Drive & Rt. 94): The Township Engineer clarified that sketch plans are reviewed for discussion and feedback purposes only and do not require formal action by the Planning Commission. *Motion by Ronald L. Weidner to remove the Meadowbrook Sketch Plan from the agenda until the applicant advances the project, seconded by Ira Bitner. **The motion was unanimously approved.***

Pennwood Products: The Township Engineer indicated that a revised plan was received late and that there had not been sufficient time for a complete review. ACOPD noted that the County had not yet received the revised submission. *Motion by Ronald L. Weidner to table the Pennwood Products plan, seconded by Ira Bitner. **The motion was unanimously approved.***

Final Grade Land Development Plan: The applicant's engineer provided an update and indicated that PennDOT review comments remain outstanding. *Motion by Ronald L. Weidner to table the Final Grade Land Development Plan, seconded by Ira Bitner. **The motion was unanimously approved.***

Highway Classification Map: The Township Engineer reported that work is ongoing but the item is not yet ready for Planning Commission review. *Motion by Ronald L. Weidner to table the Highway Classification Map discussion, seconded by Ira Bitner. **The motion was unanimously approved.***

Land Development Definition: The Township Engineer presented an overview of the existing ordinance language and potential areas for refinement. The Commission discussed the matter at a high level and agreed that additional solicitor input is needed before proceeding. *Motion by Ronald L. Weidner to table the Land Development Definition discussion pending solicitor review, seconded by Ira Bitner. **The motion was unanimously approved.***

Parking Lots (§150-118E): The Planning Commission reviewed proposed parking lot circulation standards prompted by recent questions raised during Zoning Hearing Board proceedings. *Motion by Mel Lebo to recommend to the Board of Supervisors that §150-118(E) of the Township Code be amended in accordance with the draft parking circulation standards presented, seconded by Ira Bitner. **The motion was unanimously approved.***

OTHER BUSINESS:

Long Term Visionary Planning. No updates at this time. *Motion by Ira Bitner to table the Long Term Visionary Planning discussion, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

COMMENTS:

Township Engineer Comments: Chad Clabaugh extended holiday well-wishes.

ACOPD Comments: Andrew Merkel, Adams County Office of Planning & Development, provided an informational update regarding a recent Pennsylvania Supreme Court decision related to agenda amendments under the Sunshine Act and noted the decision may affect how governing bodies amend agendas and take action at meetings.

Zoning Officer Comments: No additional comments.

Township Supervisor Comments: Supervisor Ryan M. Groft thanked the Planning Commission, Township Engineer, County Planning staff, Zoning Officer, and Secretary for their service and efforts throughout the year and extended holiday greetings. Supervisor Jeremy P. Smith echoed those remarks, expressed appreciation to the Township's consultants and their teams for their continued assistance, and also offered holiday greetings.

Members' Comments: Planning Commission members offered closing remarks, thanked staff and consultants, and extended holiday well-wishes.

Public Comments: There were no public comments.

ADJOURNMENT: *Motion by Ronald L. Weidner to adjourn the meeting at 8:32 p.m., seconded by Ira Bitner. **The motion was unanimously approved.***

Respectfully submitted,

Megan Carper
Secretary/Treasurer