Approved 11/17/26

HAMILTON TOWNSHIP PLANNING COMMISSION
Regular Meeting Minutes
October 20, 2026

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

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

ALSO PRESENT: Chad Clabaugh, Township Engineer; Megan Carper, Secretary/Treasurer; and James Graham, Zoning Officer.

ADOPTION OF THE AGENDA PER ACT 65: Motion by Ira Bitner to adopt the agenda per Act 65, seconded by Ronald L. Weidner. The motion was unanimously approved.

MINUTES OF SEPTEMBER 15, 2026 MEETING, AND ACTION THEREON: Motion by Ronald L. Weidner to approve the minutes of the September 15, 2026 Planning Commission meeting, seconded by Ira Bitner. The motion was unanimously approved.

NEW BUSINESS:

MEADOWBROOK RV & BOAT STORAGE & WASH FACILITY (3RD GENERATION ENTERPRISES, LLC): Thomas Englerth of Site Design Concepts, Inc., presented the proposed development, accompanied by representatives of Transportation Resource Group, Inc. The proposal includes 106 covered RV storage units and a two-tunnel large-vehicle wash facility with access from Forest Drive. Discussion focused on the proposed traffic study scope, potential roadway improvements at Forest Drive and Carlisle Pike, anticipated traffic impacts, and restrictions on large vehicles traveling east on Forest Drive. Chad Clabaugh clarified that the traffic study had not yet been completed and that engineering review authorization was needed before proceeding. Motion by Mel Lebo to recommend that the Board of Supervisors authorize C.S. Davidson, Inc. to conduct all necessary engineering reviews for the proposed Meadowbrook RV & Boat Storage & Wash Facility, from the initial traffic study scoping through completion of the applicable land development review process, including all associated studies, plans, improvements, revisions, and related engineering submissions, without requiring separate authorization for each review phase, seconded by Ronald L. Weidner. The motion was unanimously approved.

OLD BUSINESS:

PROPOSED WAWA TIS SCOPE: An update was provided regarding C.S. Davidson's review of the proposed traffic study scope. No significant additions to the study area were identified. The Traffic Impact Assessment remains under review, including potential impacts on the Cross Keys traffic signal. Motion by Ronald L. Weidner to table the matter, seconded by Ira Bitner. The motion was unanimously approved.

ACTI TRAFFIC IMPACT SCOPING: The Commission discussed reports that the Adams County Technical Institute project is no longer proceeding at this time. Motion by Mel Lebo to remove the item from the Planning Commission agenda, seconded by Ronald L. Weidner. The motion was unanimously approved.

ESH SUBDIVISION: An update was provided regarding the outstanding property transaction. The lien issue has reportedly been resolved; however, updated deed information and revised subdivision plans have not yet been received. The applicant's engineer is to submit updated plans once the deeds are recorded. Motion by Ronald L. Weidner to table the matter, seconded by Ira Bitner. The motion was unanimously approved.

PENNWOOD PRODUCTS: An update was provided regarding the applicant's outstanding outside-agency permitting, including NPDES approval. Motion by Ronald L. Weidner to table the matter, seconded by Ira Bitner. The motion was unanimously approved.

CROSS KEYS COMMUNITY PARK: An update was provided regarding outstanding stormwater management requirements associated with the park. Motion by Mel Lebo to table the matter, seconded by Ronald L. Weidner. The motion was unanimously approved.

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HIGHWAY CLASSIFICATION MAP: The Commission reviewed the updated roadway classifications and the Road Crew's inventory of posted speed limits and stop signs. Discussion included incorporating the information into Chapter 135 of the Township Code. It was clarified that the revisions document existing roadway conditions and that changes to posted speed limits would require additional review. Motion by Mel Lebo to table the matter, seconded by Ronald L. Weidner. The motion was unanimously approved.

ZONING ORDINANCE – ORGANIZATION OF PERFORMANCE STANDARDS: No new information was presented. Motion by Ira Bitner to table the matter, seconded by Ronald L. Weidner. The motion was unanimously approved.

SIGN ORDINANCE REVIEW: Motion by Ira Bitner to table the matter, seconded by Ronald L. Weidner. The motion was unanimously approved.

TOWNSHIP ENGINEER COMMENTS: No additional comments.

ACOPD COMMENTS: No comments.

ZONING OFFICER COMMENTS: No comments.

TOWNSHIP SUPERVISOR COMMENTS: No comments.

MEMBERS' COMMENTS: The Commission briefly discussed whether a separate driveway-related request required Planning Commission consideration or could be submitted directly to the Board of Supervisors. No formal action was taken.

PUBLIC COMMENTS: Heidi Hartlaub asked questions regarding the proposed Meadowbrook development, including the types of vehicles to be stored, use of the wash facility, and potential large-vehicle traffic on Forest Drive. The applicant's representatives clarified that the proposed storage is intended for RVs and boats and that the wash facility would accommodate large vehicles, including tractor-trailers. Traffic routing and potential signage were also discussed.

ADJOURNMENT: Motion by Mel Lebo to adjourn the meeting at 7:48 p.m., seconded by Ira Bitner. The motion was unanimously approved.

Respectfully submitted,

Megan Carper
Secretary/Treasurer