

Minutes of the Antrim Township Supervisors  
Regular Meeting, with Conditional Use Hearing

September 10, 2019

7:00 PM

The Antrim Township Board of Supervisors met Tuesday, September 10, 2019 at the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following members present: Fred Young, Chairman; Rick Baer, Vice Chairman; John Alleman; Chad Murray and Pat Heraty. Also attending was: John Lisko, Solicitor; Sylvia House, Zoning/Code Enforcement Officer; Brad Graham, Administrator; Jennifer Becknell, Secretary; and Lindsay Gillen, Court Reporter.

The following members of the Antrim Township Planning Commission were in attendance: Joel Wenger, Chairman; Richard Walck; Delbert Myers; Robert Smith; Larry Eberly and Deborah Hoff, Solicitor.

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

Young reminded the audience that meetings are audio recorded and posted to the Township website. Young also asked the audience to sign the attendance log in the vestibule before leaving.

Graham opened the meeting with prayer, followed by the Pledge of Allegiance to the Flag.

Young called for Public Comment. There were none.

A Heraty/Murray motion passed 5-0 approving the minutes from the August 27, 2019 Regular meeting.

A Murray/Heraty motion passed 5-0 approving the payment of the bills on the Treasurer's report dated September 10, 2019.

A Heraty/Alleman motion passed 5-0 to recess the regular meeting of the Board of Supervisors at 7:06 p.m.

Chairman Wenger called the Planning Commission Special Meeting to order at 7:06 p.m.

Chairman Wenger recessed the Planning Commission Special Meeting and called the September 10, 2019 Public Hearing to order for the purpose of hearing testimony from Heritage Hills Retirement Community for the expansion of an existing retirement community located at 2256 Shanks Church Road.

Chairman Young called the September 10, 2019 Public Hearing to order for the purpose of hearing testimony from Heritage Hills Retirement Community for the expansion of an existing retirement community located at 2256 Shanks Church Road.

Chairman Young asked audience members wishing to testify to stand and be sworn in. Young directed that all testimony be presented directly to the Planning Commission or the Board of Supervisors by those who have been sworn in and asked that those testifying please clearly state their name and address.

Young stated that before receiving testimony during this hearing, he wished to explain what a conditional use is, and went on to say, "A conditional use is a permitted use by our Zoning Ordinance. The purpose for hearing testimony is to receive comments on reasonable conditions that will protect the public health, safety and welfare. The request from the applicant here tonight cannot be denied, only reasonable conditions can be placed on the proposed expansion."

Young first called on the applicant for testimony, followed by the Planning Commission, then the Board of Supervisors, the Zoning Officer, and finally the audience. There were no public comments from the audience.

***Please see the attached stenographer's full transcript for details of the Conditional Use Hearing.***

An Eberly/Smith motion passed 5-0 to adjourn the Conditional Use hearing, reconvening the Special Meeting of the Planning Commission.

A Heraty/Murray motion passed 5-0 to adjourn the Conditional Use hearing, reconvening the Regular Meeting of the Board of Supervisors.

A Smith/Walck motion passed 5-0 approving the expansion of an existing retirement community located at 2256 Shanks Church Road, with the conditions laid out by the Township Solicitor and Zoning Officer, which were agreed to by the applicant, Heritage Hills Retirement Community.

Chairman Wenger adjourned the Special Meeting of the Planning Commission.

A Heraty/Alleman motion passed 5-0 approving the expansion of an existing retirement community located at 2256 Shanks Church Road, with the conditions laid out by the Township Solicitor and Zoning Officer, which were agreed to by the applicant, Heritage Hills Retirement Community. The twelve (12) conditions are as follows:

1. All dwellings and facilities provided are required to meet the Uniform Construction Code.
2. All roads proposed, whether public or private, shall be reviewed to ensure emergency vehicles may maneuver easily through the development without hindrance.
3. No parking signs shall be placed throughout this proposed community to ensure roads remain open and are not blocked.
4. Designated parking areas shall be clearly marked to allow and provide for visitors and for special events.
5. The villa style homes shall have an architectural design similar to the homes in the Melrose Meadows development across the street.
6. Connection of roads to neighboring properties to the East and West is required to provide additional access points.
7. Shared access to Shanks Church Road shall be required to line up with existing roads. Easements to be obtained to ensure roads align are the developer's responsibility. This condition may be modified by the Antrim Township Board of Supervisors if an acceptable alternative is provided.
8. ADA accessible pedestrian crosswalks shall be provided at all intersections along Shanks Church Road with appropriate signage for the crosswalks.
9. All buildings shall maintain a residential architectural design and not appear to be institutional.
10. At a minimum, 10% of the entire property shall be intentionally landscaped.

11. Any fencing proposed shall maintain a residential feel.
12. Residents must be at least 55 years old or in need of assistance with activities of daily living.

Tina Gipe, Manager with Boyer & Ritter, presented and reviewed with the Board of Supervisors the 2018 Audited Financials for Antrim Township. Gipe went over the various balance sheets throughout the prepared report explaining how each one was derived, giving the Supervisors time to ask questions. Gipe stated that there were 14 Journal Audit adjustments made for Year End 2018, which were done to book depreciation and fixed assets and that this was not a high number for the size of the Township. Gipe stated that there were no findings during the audit, therefore no Management Letter required.

Young asked Ms. Gipe for her opinion of the financials, to which she responded with “very healthy fund balances, and good return on investments.”

A Heraty/Murray motion passed 5-0 granting Sheetz, Grindstone Hill Road, the modification request from § 125 and §126, for adding 375 sq. feet of indoor seating over existing impervious area. The Antrim Township Planning Commission recommended granting the modification from land development and stormwater. Dewberry, Township Engineer firm, reviewed and found no impact on stormwater or traffic.

The Rochester Place Phasing modification request was tabled at this time to allow for a meeting between the Township Zoning Officer, two Supervisors, and the developer.

A Heraty/Alleman motion passed 5-0 granting Alan and Teresa Izer, Grant Shook Road, the modification request from §125-14(A), allowing the use of a 100’ scale. The Antrim Township Planning Commission recommended this modification request.

A Heraty/Baer motion passed 5-0 granting the modification request from §125 and §126 for 10373 Antrim Church Road, for a 200’x300’ building over existing impervious area and for a water tank to be constructed to capture rainwater. The Board is requiring a traffic analysis be submitted to determine the impact the operations may have on the road. TruckCraft will utilize the facility for light manufacturing. Stormwater controls on this property were developed to accommodate the gravel area, so it is sufficient to handle the runoff. The Antrim Township Planning Commission recommended granting the modification.

A Heraty/Baer motion passed 5-0 authorizing the Chairman to sign the Standard Stormwater Maintenance and Monitoring Agreement for Stephen and Lucille Martin, Leitersburg Road.

A Heraty/Murray motion passed 5-0 authorizing the Chairman to sign the Conservation Agreement for Stephen and Lucille Martin, Leitersburg Road.

A Heraty/Alleman motion passed 5-0 granting a 180-day extension to the following five (5) plans. The Antrim Township Planning Commission recommended granting these extension requests:

1. Hoffman MPH
2. Antrim Commons Business Park, Archaeological Conservancy
3. 2017 Greenmount Road
4. Alan and Teresa Izer
5. Rochester Place

The Administrator gave a brief update on the behalf of the Public Works Director, stating the following:

- the contractor should begin the repairs to Shanks Church Road soon
- the sewer plant had a repair of a diffuser in one of the digester tanks, which will require pumping of sludge from the bottom
- operations at water plant are going smoothly

A Baer/Heraty motion passed 5-0 approving the release of the budgeted donation of \$1,800.00 towards the Heritage Christmas tree.

Alleman left the meeting at 8:42 p.m.

A Baer/Heraty motion passed 4-0 approving Workers' Compensation for Rescue Hose Fire Police during the Mercersburg Townfest, set for Saturday, September 28, 2019, should they choose to provide assistance during this event.

A Murray/Baer motion passed 4-0 supporting the decision made by the Antrim Township Municipal Authority (ATMA) at their August 26, 2019 meeting, approving the reduction of the EDU's (Equivalent Dwelling Units) from 5 to 1, pending the installation of a meter by September 30, 2019, for the property at 2371 Buchanan Trail West.

The Administrator reviewed with the Supervisors the funding options being reviewed for the Sewer Plant upgrades. The Supervisors were given a copy of the four funding options being considered, which were prepared by PFM Financial Advisors LLC. It was stated that the third column option, titled Tight Wrap, had the shortest term, the least interest incurred, while still maintaining the debt service payments at the level we are currently supporting. The Supervisors agreed that this third column option made the most sense.

The Administrator informed the Supervisors that the chassis for the new truck we ordered will be coming in earlier than expected, but the dump body will not be installed for some time yet. At the request of the vendor, the Administrator asked if the Supervisors wanted to pay for the chassis now. The response was to pay for it all once we take possession of the completed truck.

The Administrator called for an Executive Session for a Real Estate matter.

Murray thanked the staff for the clean and clear audit of the 2018 Financials.

Young encouraged the public to attend the upcoming September 11, 2019 MS4 Hearing at Antrim BIC Church at 1:00 p.m.

Young called for Public Comment.

Jason Gerhart, with Gordon Engineering, asked if the requested meeting concerning Rochester Place could be held prior to the next Board of Supervisors meeting on September 24, as the developer wants to get things moving soon as possible. The Supervisors responded it would.

A Heraty/Murray motion passed 4-0 to adjourn the Regular Meeting, into an Executive Session, at 8:54 p.m.

Heraty left the Executive Session at 9:10 p.m.

Alleman joined the Executive Session at 9:16 p.m.

A Murray/Baer motion passed 4-0 to adjourn the Executive Session, back in to the Regular Session at 9:17 p.m.

Young stated that a Real Estate matter was discussed with no decisions to announce.

A Baer/Alleman motion passed 4-0 to adjourn the Regular Session at 9:17 p.m.

Respectfully submitted,

Jennifer Becknell  
Board of Supervisors Secretary