

MINUTES  
ELIZABETHTOWN BOROUGH  
PLANNING COMMISSION

July 11, 2023

The Elizabethtown Borough Planning Commission held its monthly meeting on Tuesday, July 11, 2023, at 6:30 p.m. at the Elizabethtown Borough Office. The Commissioners present were Tyler Hoover and Danielle Derolf. Chair Dr. Kyle Kopko and Derrick McDonald were present via virtual meeting. Vice Chair Jenni Woodworth was absent. Borough Manager, Rebecca Denlinger, Planning and Zoning Director, Pamela Roberts, and Ben Craddock with Lancaster Civil were also present.

Chair Kopko opened the meeting at 6:30pm and immediately moved for Tyler Hoover to preside over the meeting due to Kopko not being present in person.

**Public Comment:**

There was no comment from the public to be heard.

**Meeting Minutes:**

The minutes of the Planning Commission meeting held on June 13, 2023 were unanimously approved on a motion offered by Hoover, seconded by Derolf.

**Maize Circle Subdivision and Land Development Plan:**

Brian Cooley, DC Gohn, was present at the meeting to give the Planning Commission a brief update on the revisions to the plan since the previous meeting. He also gave a description of the five waivers requested. The requested waivers are listed below.

Chapter 17, Section 307.4.A(4) – Stormwater Junction Structures  
Chapter 17, Section 307.4.B.(2).(d) – Pipe Size for Vehicular Loading  
Chapter 17, Section 307.4.B.(3).(d) – Pipe Size for Non-Vehicular Loading  
Chapter 22, Section 303.A – Preliminary Plan  
Chapter 22, Section 602.4.D – Double Frontage Lots

Cooley stated that approval letters were received from both the sanitary sewer engineer and the Elizabethtown Area Water Authority. The Planning Commission asked if the addressing issue had been resolved. Cooley stated that the address numbers for the proposed units has not been determined but he would be reaching out to the Post Office and emergency services for their recommendations.

**Action:**

Moved by Derolf, seconded by Kopko to recommend approval of the requested waivers. Motion passed unanimously. Moved by Derolf, seconded by Hoover to recommend approval at the Maize Circle Subdivision and Land Development Plan. Motion passed unanimously.

**Mars Wrigley Refrigeration Transformation Land Development Plan:**

Jeff Muenkel, Foth Infrastructure & Environment, LLC, and Kam Fierstine, Mars Wrigley, were present at the meeting on behalf of the applicant, Mars Chocolate. Muenkel gave a brief description and an update on the project since they were last before the Planning Commission.

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Muenkel also gave a description of three waivers that are being requested by the applicant. The requested waivers are listed below.

Chapter 22, Section 303.A – Preliminary Plan

Chapter 22, Section 606.1.A & Chapter 21, Section 503.14.A – Cartway Widths

Chapter 22, Section 611.4 & Section 607 – Street Trees

Craddock stated that he generally suggests the deferral of cartway widths and street trees instead of waiver. It was explained that if a deferral is approved, the Borough Solicitor could prepare a deferral agreement for review and signature by the applicant.

There were additional concerns with granting a deferral or waiver of the street trees. After discussion, Fierstine stated that they were willing to install the trees and withdraw the request for Chapter 22, Section 611.4 and Section 607.

Action:

Moved by Derolf, seconded by Hoover to recommend approval of the requested waiver a Chapter 22, Section 303 – Submission of Preliminary Plan. Motion passed 3-0 with Kopko abstaining. Moved by McDonald, seconded by Derolf to recommend approval of a deferral of Chapter 22, Sections 606.1.A and Chapter 21, Section 503.14.A Cartway Widths. Motion passed 3-0 with Kopko abstaining. Moved by Derolf, seconded by McDonald to recommend approval of the Mars Wrigley Refrigeration Transformation Land Development Plan. Motion passed 3-0 with Kopko abstaining.

**EASD High School Stadium Renovations Conditional Use and Land Development Plan:**

Hugh Cadzow, with ELA Group, was present at the meeting to introduce the Elizabethtown Area School District High School Stadium Renovations Land Development Plan to the Planning Commission. In addition to introducing the land development plan, Cadzow also explained the conditional use application for the project.

Cadzow began the presentation by explaining the conditional use application for the fieldhouse building that will be in excess of 10,000 square feet. Cadzow ran through all elements related to the ordinance regulations for Section 1516 of Chapter 27. Cadzow stated that the fieldhouse will be a consolidation of all athletic activities and staff for the High School and will not increase the current number of students of faculty.

Derolf asked about how the project will improve parking on the site. Cadzow explained that parking for the visiting athletic teams' buses will be on-site behind the fieldhouse. Currently, buses drop off students off on East High Street and then travel off-site to park. After the game, the buses return and block traffic to pick up students. The on-site parking will streamline the process.

After fully explaining the conditional use application, Cadzow explained the rest of the improvements associated with the land development plan.

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**Action:**

Moved by Derolf, seconded by Kopko to recommend approval of the conditional use application for the EASD High School Stadium Renovations. Motion passed unanimously. Moved by Derolf, seconded by McDonald to accept the EASD High School Stadium Renovations Land Development Plan for review. Motion passed unanimously.

**Other Business:**

None

**Adjournment:**

The Planning Commission adjourned at 7:15 p.m. unanimously approved on a motion offered by Hoover, seconded by Derolf.

Respectfully Submitted,

Pamela Roberts  
Planning and Zoning Director